

STATE OF VIRGINIA

DISTRICT SUPERVISORY PLAN OF WORK

1961

EAST CENTRAL DISTRICT COUNTY AGENT WORK

E. W. CARSON, DISTRICT AGENT

PERSONNEL AND ASSIGNMENT

<u>COUNTY</u>	<u>NAME</u>	<u>POSITION</u>	<u>% TIME</u>
ALBEMARLE	L. B. Smith	County Agent	100
	W. O. Holland	Asst. County Agent	100
AMELIA	H. A. Holmes	County Agent	100
	I. B. Wilson	Asst. County Agent	100
	E. W. Boozer	Asst. County Agent	100
AMHERST	B. G. Wilkins	County Agent	100
	D. W. Moody	Asst. County Agent	50
APPOMATTOX	J. A. Smith	County Agent	100
	D. W. Moody	Asst. County Agent	50
BUCKINGHAM	R. S. Ellis	County Agent	100
	J. A. Nolen	Asst. County Agent	100
	VACANT	Asst. County Agent	100
CHARLOTTE	L. W. Morton	County Agent	100
	Kermit Barbour	Asst. County Agent	100
	VACANT	Asst. County Agent	100
	R. L. Shaw	Asst. County Agent	33-1/3 *
CUMBERLAND	E. L. Seay, Jr.	County Agent	100
	H. L. Jones	Asst. County Agent	100
FLUVANNA	R. C. Watts	County Agent	100
GOOCHLAND	E. C. Truett	County Agent	100
LOUISA	T. C. Andrews	County Agent	100
LUNENBURG	H. B. Powers	County Agent	100
	Allan Hunter	Asst. County Agent	100
	S. B. Waddell	Asst. County Agent	100
MECKLENBURG	Lewis Copley	County Agent	100
	Dean Agee	Asst. County Agent	100
	Meade Harrison	Asst. County Agent	66-2/3
NELSON	H. C. Swain	County Agent	100
	E. L. Ayers	Asst. County Agent	100
NOTTOWAY	P. B. Cassell	County Agent	100
	E. Y. Coppedge	Asst. County Agent	100
POWHATAN	H. W. Henry	County Agent	100
PRINCE EDWARD	D. L. Peery	County Agent	100

*66-2/3% time assigned to another District.

11001
34
72

II. PROGRAM SITUATION

The sixteen counties that comprise the East Central District are among the most rural in the entire state. There is no city with a 50,000 population situated within the district. The district follows the national trend with respect to the drop in the number of farms and the rural farm population. Only a few counties showed an increase in farm population. Appomattox County gave the largest percentage in rural population increase.

The negro population on the farms throughout the district is decreasing at a higher rate than the whites.

The change in the size of the farms and the increase in the agricultural output on these farms necessitated certain adjustments in the Extension programs at the county level. These changes, or trends, have increased the emphasis in the following areas:

1. Farm management analysis.
2. Farm record keeping.
3. Forage production, especially silage.
4. Several fields of marketing including crop, livestock and livestock products.

4-H CLUB SITUATION

With the trend toward fewer boys and girls remaining on the farms, certain adjustments have been made in the 4-H Club program. This item will be explained in more detail in a later section.

III. SUPERVISORY SITUATION

A. SUPERVISORY STRUCTURE

The line of supervisory responsibility continues along the same pattern as has been the case for more than a decade. The two district agents work

jointly, the woman district agent supervising the home demonstration agents and assistants, and the man supervising the county agents and assistants. The supervision of the secretaries is a joint responsibility with perhaps the man district agent assuming a major responsibility with this group.

The youth program is largely supervised through joint responsibilities as many of the club programs are of equal interest to boys and girls.

B. PERSONNEL FOR THE JOB

One man and one woman district agent has to assume all of the supervisory responsibilities which include:

1. Work with county governing bodies and other public relations activities.
2. Supervision of county adult programs, men and women.
3. Youth and 4-H club programs.

C & D. EXTENSION ORGANIZATION AND COMMITTEE DEVELOPMENT

There is no organized Extension program in any area on a district basis.

All programs are presently developed on a county, or bi-county basis.

There are organized agricultural committees in all counties. The number of such committees varies from county to county.

The number of agricultural committees is increasing annually.

There are youth committees in only a few counties. The completed organization, including the county board, has been set up in only one county.

E. WORK WITH OTHER AGENCIES AND ORGANIZATIONS

In general, the situation with respect to relationship between agencies and other organizations, does not present serious problems. The over-all working relationship with other groups is considered good.

F. TRAINING AGENTS

Agents receive training at in-service training schools, regional Extension schools, and formal training usually with leave for three months or longer periods. No systematic training beyond the in-service course, is presently in effect.

G. COORDINATION WITH SPECIALISTS

The district agent is assuming increased responsibilities in coordinating specialist activities in the counties.

H. OTHER SUPERVISORY RESPONSIBILITIES

The supervision of an area 4-H Club camp serving more than thirty counties is the responsibility of this supervisor.

IV. MAJOR PROBLEMS AND ACTIVITIES

A. WORK PLANNED FOR THIS YEAR

1. Have each county enroll two or more farms in the state mail-in farm record program. The total goal for the district is 150 to 200 farms.
2. Enroll as many farms as possible in the state "enterprise cost account program" no goal set.
3. Increase agent activities in all counties in the area of farm management.
4. Get agents to put further emphasis on the county forage program, emphasizing silage production.
5. With several agents, work with a farm cooperative on hay marketing.
6. Continue emphasis on the Rural Development Program in the pilot county located in the district.
7. Continue cooperative project with the Virginia Experiment Station in conducting field data trials on six varieties of dark-fired tobacco on six farms, all in different counties. Extension specialists,

research personnel, county agents and district agent are involved in the planning and execution of this project. This work is to be closely supervised by the experiment station as data is compiled and published annually on this project.

8. A similar project including less farmers will be conducted in the sun-cured tobacco area. Most of the work in a comparable flue-cured tobacco project is in another administrative district and no plans or reports are made from this district.
9. Dairy cattle work will be continued with the agents in the planning and holding of county and multi-county dairy farm management schools. Get agents to continue the educational program on mastitis control.
10. Assistance will be given agents in execution of the county programs in livestock. Major activities in this field will be:
 - a. Holding of county livestock schools.
 - b. Increased enrollment in BCIA.
 - c. Continue work with organized livestock and livestock products marketing groups.
11. Forage handling - render assistance in planning, coordinating, and holding of a limited number of field meetings on forage handling. The meetings are to be held in strategic locations and in counties not having similar meetings in the last two years.
12. Farm structures - assist agents with coordinating plans in several counties for tours that would give farmers an opportunity to see desirable types of farm structures. Emphasis in this field will be on horizontal silo structures.

13. Area Institute - Hold the two Town and Country Institutes planned in 1960 for the Lynchburg and Blackstone areas. Two other districts will be involved in these programs. These Institutes will give subject matter in eight to ten subject-matter fields. They will be one-day affairs. If successful, this type of educational program will be expanded in 1961-62. This is a new approach for Virginia in getting information to more people. Emphasis will be placed on commodity committee members participating in these Institutes. If planned for 1962, consideration will be given to much of the planning being done by county commodity committee members.

14. 4-H Activities -

- a. Continue 4-H All Star district recognition program. This is a week-end event with the program planned and conducted by the All Star members. Our contribution to this event is largely one of guidance and liaison with the 4-H Club Department.
- b. District Contest - plan with district home agent, this activity. Responsibility here is primarily the general planning and the appointment of agent committees. The agents and 4-H Club leaders will assume the detail responsibilities.
- c. Assist with the organization of the summer camping program for the 4-H Club members. The details of the program for each camp group will be planned and staffed by the group concerned, with such outside help as they can solicit.

15. Long Time County Programs - All 16 counties have already prepared long-time county programs. Assistance will be given to the periodic

revision of these programs. Plans developed and being developed with the agents are to revise the section, or sections, of the county program as changes take place and as the lay membership of the commodity committees can be encouraged to do so. Actions of county committees are to take place after they have been presented the pertinent facts by the agents or others familiar with the subject.

County programs may be revised completely or by special interest sections according to the needs and the changes in the county situations.

16. County Governing Boards - Most of the County boards will be contacted and request made for increases in county appropriations. More emphasis will be placed upon visits with individual board members as a part of an improved public relations program to be conducted throughout the district.

B. SHORT TIME GOALS

The short-time goals or activities, have been included in the foregoing section.

C & D. WHERE AND WHEN OF PROBLEM SOLVING AND UTILIZATION OF RESOURCES

To accurately outline the counties in which attempts will be made to study, plan and solve specific problems, would be extremely difficult. This would have to be approached from two fields of activity, one in the field of personnel supervision, the other in giving guidance to analyzing county problems and rendering assistance in the area.

Steps have already been made to deal with the existing personnel problems; some of these are to be dealt with directly with the agent concerned. In

other cases where men and women agents are involved, the problems will be dealt with jointly with the district home agent.

E. COOPERATION WITH THE SERVICE AND WITH OTHER ORGANIZATIONS AND AGENCIES

This has not been a peculiar problem in the district. The regular participation on programs and in events by the representatives of the groups concerned, has kept this matter from being a problem. This type of cooperation and participation will be continued at the district and county levels.

F. UNIFIED EXTENSION APPROACH

Agents at the district level will work together in the planning and execution of programs at the district level. One approach to continued unity at the county level will be encouraged by the insistence of periodic office conferences and other methods to promote good working relationships. Agreement upon Statewide programs will be made at monthly state staff meetings. Methods and procedures agreed upon will be taken to the district and counties as per agreement.

V. SPECIAL ASSIGNMENT

The only special assignment of this district agent at this time, is an elected responsibility for the general supervision of an area 4-H Club Camp. This camp serves about thirty Virginia counties in three administrative districts. Work with this camp includes:

1. Serving as Chairman of the Extension Service Board of Directors.
2. General supervision of the camp guided by the policies determined by the Board of Directors.
3. Employ manager and several other staff members at the camp.
4. Be responsible for the operating facilities at the camp.

- 34
72
5. Be responsible through the Board of Directors, for the physical property of the camp which is obtained on a long-time lease.

VI. PROJECTED PROGRAM AND PERSONNEL NEEDS

A. PROGRAM NEEDS

1. Complete the organization of county boards in all counties.
2. Organize youth committees and councils (where needed) in all counties.
3. Increase lay participation in program planning and execution.
4. Develop programs to deal with problems not being properly served at this time. This includes:
 - a. Farm Management through an organized program. This would, of necessity, include work in enterprise cost, machinery operation cost and other segments of a Farm Management program.
 - b. A program to attract and challenge older 4-H Club members.
 - c. Marketing problems in most agricultural fields. Assistance that would strengthen the already existing marketing organizations. There might also be some possibility of strengthening these organizations via consolidation of groups within a commodity and perhaps combining groups across commodity lines.
5. Development of more effective way to reach the growing rural non-farm population.
6. Most counties need to strengthen their activities in the area of Public Relations.

B. PERSONNEL NEEDS

Personnel needs perhaps should be listed under district and county needs.

1. District Needs - With the increase in administrative and detail responsibilities of the district agent, assistance is needed to supervise

and guide certain parts of the program. Time now required to obtain county appropriations and supervise personnel, does not give the district agent time to give the proper guidance to program planning and execution. Relief could be considered in several areas such as assistance on the district level in training new agents in 4-H Club work. This same individual could assist with youth program planning and directing other youth and 4-H activities in the district.

2. County Needs - Assistant agents are needed in several counties. However, better use could perhaps be made of additional county personnel by getting men well trained in a specific field to work on an area and district basis. The function of these men and the merit of each case should of course be considered and discussed in further detail when the occasion arises.

The most critical need at present on the district and county level is a more diligent attention to the opportunities in the field of Public Relations.