

# 2018-20 Strategic Plan

## Department of Agriculture and Consumer Services [301]

### Mission

We promote the economic growth and development of Virginia agriculture, provide consumer protection, and encourage environmental stewardship.

### Vision

We envision the Department of Agriculture and Consumer Services as a nationally and internationally recognized agricultural marketing, consumer protection, animal health, and environmental organization that achieves world class customer service and results for the citizens of the Commonwealth; is a model agency known for the quality leadership of our people and excellence in agency operations; uses strategic planning and management along with partnering with clients to provide the highest quality innovative services to the Virginia agriculture and agribusiness industry, consumers, and all citizens; and promotes the highest standards of competency, ethics, fairness, and respect in all aspects of work and employment for department staff in order to attract and retain a highly effective work force.

### Values

In dealing with customers, commitment to: providing quality professional service in a timely manner; treating customers with courtesy, openness, fairness and equity; soliciting customer input during the development of policies and procedures; and ensuring that programs, policies and procedures effectively meet customer needs.

In dealing with each other, commitment to: valuing agency employees, empowering and supporting them to accomplish agency goals; demonstrating mutual respect; working together as a team; fostering integrity and trust, expecting high standards of performance and practicing quality improvement; ensuring accountability by linking authority with responsibility; enhancing inter-divisional communications; contributing to innovation through participation, recognition and reward.

### Finance

#### Financial Overview

The Department of Agriculture and Consumer Services' diverse programs are supported by a variety of funding sources including general fund support (52.4 percent), federal grants (15.8 percent), commodity board self-assessments (13.7 percent), commodity grading fees (9.8 percent) and user fees (8.3 percent).

#### Biennial Budget

	2019 General Fund	2019 Nongeneral Fund	2020 General Fund	2020 Nongeneral Fund
Initial Appropriation for the Biennium	37,084,034	35,925,165	37,084,034	35,940,165
Changes to Initial Appropriation	0	0	150,000	0

*(Changes to Initial Appropriation will be 0 when the plan is created. They will change when the plan is updated mid-biennium.)*

### Customers

#### Anticipated Changes to Customer Base

#### Current Customer List

Predefined Group	User Defined Group	Number Served Annually	Potential Number of Annual Customers	Projected Customer Trend
Employer/ Business Owner	Food manufacturers	2,561	2,561	Increase
Employer/ Business Owner	Food warehouses	721	721	Decrease
Employer/ Business Owner	Frozen dessert plants	16	17	Stable
Employer/ Business Owner	Grade A milk tank truck wash station	2	3	Stable
Employer/ Business Owner	Health spas	533	533	Stable
Employer/ Business Owner	Livestock dealers	451	451	Increase
Employer/ Business Owner	Livestock markets	39	45	Increase
Employer/ Business Owner	Manufacturers needing calibrated standards	200	600	Stable
Employer/ Business Owner	Meat Processing/slaughter facilities	183	200	Increase

Employer/ Business Owner	Membership campgrounds	6	10	Stable
Employer/ Business Owner	Milk pickup haulers permitted to weigh and sample milk	283	300	Stable
Employer/ Business Owner	Milk tank truck operators	124	124	Stable
Employer/ Business Owner	Plants processing manufactured grade milk	28	30	Stable
Employer/ Business Owner	Retail food stores	9,795	9,795	Increase
Employer/ Business Owner	Retail frozen dessert shops	340	360	Stable
Employer/ Business Owner	Travel clubs	3	10	Stable
Employer/ Business Owner	Weights and measures service agencies	425	500	Stable
Employer/ Business Owner	Weights and measures service technicians	1,600	2,000	Stable
Energy	Petroleum dealers using measuring devices	4,852	4,852	Increase
Farm/Forest Owner	Farm and farm related employment	400,000	400,000	Increase
Farm/Forest Owner	Livestock producers - cattle	26,000	27,000	Stable
Farm/Forest Owner	Livestock producers - equine	41,000	45,000	Stable
Farm/Forest Owner	Livestock producers - goats	3,934	4,000	Stable
Farm/Forest Owner	Livestock producers - poultry	5,283	6,000	Stable
Farm/Forest Owner	Livestock producers - sheep	2,100	2,300	Increase
Farm/Forest Owner	Livestock producers - swine	1,000	1,200	Increase
Farm/Forest Owner	Virginia's farmers	47,383	47,383	Increase
Federal Agency	Federal agencies	3	3	Stable
Governor	Governor's Office	1	1	Stable
Health Professions	Veterinary practices	1,109	1,109	Increase
Health Professions	Veterinary practitioners	162	162	Increase
Local or Regional Government Authorities	Government agencies needing calibrated standards	100	200	Stable
Local or Regional Government Authorities	Local animal control agencies	216	216	Stable
Local or Regional Government Authorities	Local governments, economic development entities, other state agencies	100	500	Increase
Local or Regional Government Authorities	Public and private animal shelters	156	156	Increase
Local or Regional Government Authorities	Local governments participating in PDR programs	6	14	Decrease
Manufacturing	Agriculture and forestry processing/value added facilities using Virginia grown products	100	1,000	Increase
Non-Profit Agency (Boards/Foundations),	Charitable organizations	17,148	25,000	Increase
Non-Profit Agency (Boards/Foundations),	Commodity Boards	15	15	Stable
Non-Profit Agency (Boards/Foundations),	Institutions	124	136	Stable
Non-Profit Agency (Boards/Foundations),	Permitted organizations	414	414	Decrease
Non-Profit Agency (Boards/Foundations),	Public school districts	132	132	Stable
Non-Profit Agency (Boards/Foundations),	Regional food banks	6	6	Stable
Non-Profit Agency (Boards/Foundations),	State or private schools	50	97	Decrease
Non-Profit Agency (Boards/Foundations),	Summer camps and summer feeding programs	132	132	Stable

Organization	Agribusiness companies	100	125	Stable
Organization	Land conservation organizations	250	500	Stable
Student	Virginia school children	1,234,400	1,700,000	Increase
Volunteer	Home-based animal rescue organizations	300	300	Increase
Wholesale/Retail Trade	Businesses selling retail packaged commodities	4,600	10,000	Increase
Wholesale/Retail Trade	Businesses using weighing devices and scanners	10,000	25,000	Increase
Wholesale/Retail Trade	Licensed manufactures of electronic pull-tab systems	5	10	Increase
Wholesale/Retail Trade	Licensed processors and distributors	179	180	Decrease
Wholesale/Retail Trade	Licensed suppliers of charitable gaming supplies	22	22	Stable
Agriculture and Food	Ag/forest product exporters	100	150	Increase
Agriculture and Food	Agricultural producers	47,604	47,604	Stable
Agriculture and Food	Beekeepers	100	800	Increase
Agriculture and Food	Cotton growers	358	550	Stable
Agriculture and Food	Dairy farms	584	584	Decrease
Agriculture and Food	Direct marketers	700	1,700	Stable
Agriculture and Food	Export shipping agents	10	10	Stable
Agriculture and Food	Fruit and vegetable growers	500	500	Stable
Agriculture and Food	Fruit packers	100	100	Stable
Agriculture and Food	Ginseng growers/dealers	8,000	10,000	Increase
Agriculture and Food	Grain dealers	107	107	Stable
Agriculture and Food	Grain handlers	125	125	Stable
Agriculture and Food	Licensed agricultural businesses	1,400	1,400	Stable
Agriculture and Food	Livestock auction markets	27	27	Stable
Agriculture and Food	Nursery dealers (retailers)	350	2,300	Increase
Agriculture and Food	Nursery dealers (retailers) and nursery growers (wholesalers)	600	2,600	Increase
Agriculture and Food	Nursery Growers (Wholesalers)	255	300	Stable
Agriculture and Food	Potato and vegetable packinghouses	17	17	Stable
Agriculture and Food	Poultry plants	6	8	Stable
Agriculture and Food	Processed food companies	2,561	2,561	Increase
Agriculture and Food	Produce warehouses	39	39	Stable
Agriculture and Food	Retail chain stores	400	450	Increase
Agriculture and Food	Retail farmers markets	215	227	Increase
Agriculture and Food	Seed producers	500	500	Stable
Agriculture and Food	Shell egg plants	1	3	Stable
Agriculture and Food	Vineyards	100	320	Increase
Agriculture and Food	Virginia farmers	47,383	47,383	Increase
Agriculture and Food	Virginia grain producers	3,000	3,000	Stable
Business and Finance	Credit services businesses	2	10	Stable
Business and Finance	Extended service contracts	170	250	Stable
Consumer	Citizens of Virginia	8,360,000	8,360,000	Increase
Consumer	Clients served by charitable and correctional institutions	40,808	46,247	Increase
Consumer	Consumers obtaining information	20,000	20,000	Increase
Consumer	Households	915,608	1,011,608	Increase
Consumer	Print and broadcast media	100	130	Stable

Consumer	Schools, food pantries, public hospitals, and soup kitchens	911	1,845	Decrease
Employee	Certified pesticide applicators	20,000	25,000	
Employee	Employees working in meat processing/slaughter facilities	1,800	1,900	Stable
Employee	Legal services plan sellers	3,250	4,000	Stable
Employer/ Business Owner	Agricultural brokers	43	43	Stable
Employer/ Business Owner	Contract milk haulers	21	21	Stable
Employer/ Business Owner	Cooperative associations representing licensed producers	7	7	Stable
Employer/ Business Owner	Dairy plant samplers	105	105	Stable
Agriculture and Food	Livestock producers, dealers, markets	80,109	81,867	Stable
Wholesale/Retail Trade	Petroleum dealers using measuring devices	4,852	4,852	Increase
Wholesale/Retail Trade	Retail food stores, markets, and shops	9,759	9,759	Increase
Non-Profit Agency (Boards/Foundation),	Permitted charitable gaming organizations	325	325	Stable
Employer/ Business Owner	Fantasy contest operators	6	10	Stable
Agriculture and Food	Farm wineries and cideries	197	300	Increase

## Partners

Name	Description
Department of General Services	Provides analytical services through the Division of Consolidated Laboratories
Marine Resources Commission	
Local and State Economic Developers/Offices	Local agricultural economic development officers, Virginia Economic Development Partnership
Department of Conservation and Recreation	
Department of Corrections	
Department of Environmental Quality	
Department of Forestry	
Department of Game and Inland Fisheries	
Department of Health	
Department of Social Services	
Department of Transportation	
Department of Virginia State Police	
USDA	United States Department of Agriculture
Virginia Agribusiness Council	Organization representing agriculture and forest related businesses.
Virginia Cooperative Extension	Technical assistance providers for farmers
Virginia Farm Bureau Federation	Organization representing farmers
Virginia Voluntary Organizations Active in Disasters	
Virginia's Land Grant Universities	Universities providing production research.
National Institute of Standards and Technology	
Department of Alcoholic Beverage Control	
Department of Education	

## Agency Goals

• **Enhance opportunities for the growth, profitability, diversity and continued viability of the Virginia agriculture industry.**

**Summary and Alignment**

Promoting the growth, profitability, diversity and continued viability of Virginia's agriculture industry provides opportunities for business advancement and economic development. Increasing the profitability of Virginia agriculture also provides an opportunity to protect and conserve our natural resources.

**Associated State Goal**

Economy: Be a national leader in the preservation and enhancement of our economy.

**Associated Societal Indicator**

Business Climate

**Objectives**

» **Facilitate the export of Virginia's agricultural and forestry products in the international marketplace through marketing services provided to agribusinesses.**

*Description*

Provide services and administer marketing offices to expand international marketing of Virginia's agricultural and forestry products.

*Objective Strategies*

- Create and implement market development activities, including hosting inbound and outbound trade missions that generate new export sales, participating in trade shows, and conducting buyer missions in emerging markets.
- Enable and provide direction to international representative offices for providing assistance to new and existing exporters and identifying new international opportunities for Virginia's agricultural and forestry products.
- Coordinate export promotional activities with partners and stakeholders, including the Virginia Marine Products Board and the Virginia Department of Forestry.
- Collaborate with and leverage funding opportunities from partners and stakeholders, including United States Department of Agriculture Cooperators to enhance international market development goals.
- Educate and counsel Virginia agribusinesses on export processes and sales opportunities as well as facilitate trade leads from international buyers.

*Measures*

- ◆ Dollar value of agricultural products exported from Virginia

» **Enhance the viability of Virginia agriculture by maintaining consistent market news programs to obtain current agricultural price information and market trends.**

*Description*

Provides unbiased reliable information and market analysis on agricultural prices and market trends.

*Objective Strategies*

- Collect, analyze, and disseminate marketing information on agricultural products using multiple reporting systems: internet, print, and broadcast media.
- Maintain United States Department of Agriculture certification and training of Livestock staff to collect and analyze livestock market information.

*Measures*

» **Enhance the economic viability of agriculture and forestry products through the movement of products in the interstate and international marketplace.**

*Description*

The successful export of Virginia agricultural and forestry products is dependent upon expedient and effective inspections and the timely issuance of Phytosanitary Certificates.

*Objective Strategies*

- Continue to support the export of Virginia plant products through inspection, compliance, and certification by processing phytosanitary certificates using the United States Department of Agriculture's electronic Phytosanitary Certificate Issuance and Tracking system.

#### Measures

### » **Attract new and support the expansion of existing agriculture and forestry processing/value-added facilities using Virginia-grown products.**

#### *Description*

Implementation of the Governor's Agriculture and Forestry Industries Development Fund.

#### *Objective Strategies*

- Continue outreach of Agriculture and Forestry Industries Development Fund to localities, economic development partners, industry leaders, and potential business beneficiaries.
- Administer Agriculture and Forestry Industries Development Fund grants to support companies in their decisions to locate, expand, or remain in the Commonwealth.
- Administer Agriculture and Forestry Industries Development Fund Planning Grant program to support localities in advancing their efforts to assist agribusinesses.

#### Measures

- ◆ Number of new and expanding agriculture and forestry processing/value-added facilities using Virginia-grown products incentivized by the Governor's Agriculture and Forestry Industries Development Fund.

### » **Provide marketing services to Virginia's agricultural and forestry producers and processors that will increase their products' value in the domestic marketplace.**

#### *Description*

Effective marketing programs will maintain and expand current markets for Virginia food, agricultural and forestry products in the domestic marketplace.

#### *Objective Strategies*

- Provide marketing assistance to Virginia producers of agricultural, forestry and food products by increasing exposure to wholesale and retail marketing options that have the potential of enhancing farm viability including cooperative marketing, agri-tourism, organics, farmers' markets, and other marketing strategies.
- Conduct trade calls and production area tours with prospective and existing buyers, wholesalers and brokers.
- Partner with appropriate state and federal entities to assist with current food access programs, including the Supplemental Nutrition Assistance Program, Senior Farmers' Market Nutritional Program and Food Banks.
- Maintain collaboration with Virginia Tech, Virginia State University, Virginia Farm Bureau Federation, USDA Farm Service Agency and others in an effort to provide seamless assistance from production to end consumer.
- Support the growth and development of farmers' markets in Virginia, including providing operational and marketing guidance.
- Provide exposure to marketing, sales and educational opportunities for Virginia food, beverage and agricultural products under the Virginia Grown and Virginia's Finest umbrellas.
- Provide staff leadership and direction to the Farm-to-School program to enhance opportunities for Virginia grown and processed foods to be sold through schools and other educational institutions.
- Monitor, search and apply for available grant funding through United States Department of Agriculture and other federal programs and collaborate with other applicant entities.
- Administer projects for United States Department of Agriculture's Specialty Crop Block Grant Program as notifications are published.
- Develop new contacts and maintain current contacts with cattle feedlot operators and buyers to assure their continued awareness and purchases of Virginia feeder cattle.
- Increase livestock producers' exposure to and participation in various marketing options including customized livestock sales, cooperative sales and promotional opportunities, including tel-o-auction sales.
- Educate producers and buyers about the meat industry including product trends and market outlook.
- Provide services that facilitate interstate and international movement of livestock and poultry such as monitoring and approving certificates of veterinary inspection and providing technical assistance to accredited veterinarians.
- Provide technical resources to assist prospective and existing meat and poultry operations by providing technical information and

continuing education.

Measures

- ◆ Number of companies counseled or that have participated in a trade event annually.

» **Provide direction and management to the Commonwealth's commodity boards, including operational and marketing assistance.**

*Description*

Assist commodity industry producers in seeking methods to better manage operations and risks, and ensure compliance with state regulations. Coordinate, integrate and target state and national commodity board programs in order to strengthen commodity marketing, research and education successes.

*Objective Strategies*

- Maintain and enhance working relationships with state, regional and national organizations, boards and associations by facilitating promotional, educational and research activities.
- Provide administrative support to 15 agricultural commodity boards to assist in accomplishing their programs to include providing financial, budget and project management.

Measures

» **Distribute all federally donated food to eligible recipient agencies in order to maximize the nutritional benefits for Virginia citizens.**

*Description*

Provides for improved nutritional health and well being of the Commonwealth's school children; improved food security and nutrition assistance to needy citizens and economic benefits to agricultural producers, processors and distributors.

*Objective Strategies*

- Offer, allocate and distribute United States Department of Agriculture donated foods to eligible recipient agencies.
- Make trade calls to schools and institutions to increase the use of Virginia food products and pursue opportunities through USDA programs.
- Offer, allocate and distribute USDA-donated foods to eligible recipient agencies in order to enhance sales of Virginia products.
- Provide support for expanding United States Department of Agriculture /Department of Defense Fresh Fruit and Vegetable Program with public schools.
- Maintain working relationships with commercial distributors, including food banks, to enhance food distribution programs.
- Ensure that all agencies receiving USDA foods are in full compliance with all USDA regulations.
- Coordinate with other state agencies involved in nutrition programs to ensure efficient and effective services are provided to recipients.

Measures

» **Increase the level of capital investment in agribusiness, creating new markets for Virginia agricultural and forestry products.**

*Description*

Agribusiness development services.

*Objective Strategies*

- Market and promote Virginia as an exceptional site for development of agricultural business.
- Target specific sectors of Virginia agriculture that show the best prospects for investment, employment growth, and supply chain development.
- Support state and local efforts to build capacity and infrastructure for agricultural development.
- Advise and connect agribusinesses to experts in business planning.

Measures

» **Facilitate the sale of Virginia agricultural products and increase value where possible through official grading and inspection by the agency.**

*Description*

Grading and inspection services increase the value of agricultural products and encourage a healthy marketplace by ensuring that quality standards are met.

*Objective Strategies*

- Meet clients' requests for services by maintaining management and certified technical staff in five comprehensive commodity inspection programs. (Poultry and Egg, Grain, Fruit and Vegetable, Peanut, and Livestock).
- Provide audit services and training, relating to the United States Department of Agriculture audit matrix to Virginia's agriculture industry.
- Provide continued education to producers and organizations regarding United States Department of Agriculture quality grades and their relationship to market and industry trends and demands.

*Measures*

- ◆ Economic value (in billions) of products inspected, graded and certified by the Virginia Department of Agriculture and Consumer Services.

» **Increase the number of successful farm transitions from exiting farmers to beginning and active farmers.**

*Description*

Assistance with the development and delivery of farm transition efforts.

*Objective Strategies*

- Enlist the assistance of allied organizations/programs (such as Virginia Farm Bureau Federation, Virginia Cooperative Extension, Virginia Outdoors Foundation and the Virginia Century Farm program) to recruit viable farmers/land owners to the Virginia Farm Link database.
- Add new functions to the Virginia Farm Link database and the Certified Farm Seeker program to better facilitate farm transitions.
- Increase the number of certified farm seekers through collaboration with Virginia Farm Bureau Federation.
- Fund, develop and deliver additional farm link workshops with Virginia Farm Bureau Federation.

*Measures*

- ◆ Number of contacts between active farm owners and active farm seekers

» **Increase the amount of permanently preserved working farms and forest land in Virginia.**

*Description*

Assistance with the development of local farmland preservation programs and allocation of state purchase of development rights matching funds.

*Objective Strategies*

- Provide technical assistance to localities through the Office of Farmland Preservation in the development and implementation of farmland preservation programs and activities.
- Provide technical assistance to localities through the Office of Farmland Preservation in the development of local purchase of development rights programs.
- Allocate state matching funds to local purchase of development rights programs and explore alternative methods for allocating state matching purchase of development rights funds more effectively.
- Conduct comprehensive outreach programs to educate farmers, Virginia Century Farm families, and the general public about farmland preservation options and tools.
- Coordinate efforts with allied organizations and agencies involved in land conservation.

*Measures*

- ◆ Number of acres preserved by local purchase of development rights programs.
- ◆ Number of working farm or forest land easements preserved by local purchase of development rights programs.



- **Enhance public health by ensuring the food supply is safe and wholesome.**

**Summary and Alignment**

An integrated system of food safety inspection and testing is implemented to ensure that Virginia continues to have high food safety standards. These standards enable the public to enjoy quality, safe and wholesome food that enhances the well being of Virginia citizens, the environment and the economy.

**Associated State Goal**

Health & Family: Inspire and support Virginians toward healthy lives and strong and resilient families.

**Objectives**

- » **Establish and implement a produce safety program to effectively enforce the Food Safety Modernization Act Produce Safety Rule at farms covered by this rule.**

*Description*

Establishes a produce safety program to implement federal produce safety rules.

*Objective Strategies*

- Further develop program infrastructure including the addition of administrative and field personnel, the creation of an appropriate regulatory framework, relevant policies and procedures, and a comprehensive training program to ensure a successful and viable program.
- Establish and maintain a produce farm inventory database that includes covered produce farms. Incorporate farm inspections, enforcement activities, and sample collection into this database.
- Design and implement an inspection and compliance program to effectively enforce the Food Safety Modernization Act Produce Safety Rule.

*Measures*

- » **Protect and enhance the safety of the milk supply for citizens of the Commonwealth.**

*Description*

Inspect dairy activities according to the prescribed schedule to ensure the safety of the milk supply.

*Objective Strategies*

- Monitor dairy field activities to ensure that inspections, sampling, investigations, and educational efforts are structured to ensure that industry needs are addressed and public health is optimized.
- Evaluate a minimum of 80 percent of permitted milk haulers/samplers once every two years to comply with Interstate Milk Shippers' requirements.
- Inspect a minimum of 80 percent of permitted milk tank trucks each biennium to comply with Interstate Milk Shippers' requirements.
- Complete the process to amend the regulations governing Grade A milk by adopting the requirements contained in the 2017 Pasteurized Milk Ordinance.

*Measures*

- » **Enhance food safety programs for citizens of the Commonwealth.**

*Description*

Inspect food manufacturing, processing, storage and sales facilities for general sanitary conditions and practices and compliance with all applicable laws and regulations.

*Objective Strategies*

- Monitor food safety field activities to ensure that inspections, sampling, investigations, and educational efforts are structured to ensure that industry needs are addressed and public health is optimized.
- Maintain a food protection rapid response team that encompasses both the food and feed protection programs with the expertise and training to investigate foodborne illness outbreaks and other food and feed hazards or emergencies.
- Continue to maintain the FDA-based Manufactured and Retail Foods Regulatory Program Standards to ensure continuous program improvement and the enhancement of regulatory activities.
- Continue to provide expertise on Food Safety business processes related to the completion of Phase II of the database and inspection system software.

#### Measures

- ◆ Rate of voluntary compliance with Virginia's food laws and regulations for food establishments inspected by the Food Safety and Security Program
- ◆ Unit cost of performing a food inspectional activity

### » **Ensure the continued supply of humanely harvested, safe, wholesome, unadulterated, accurately labeled processed meat and poultry products for all consumers.**

#### *Description*

To ensure the continued supply of safe, wholesome, unadulterated and properly labeled meat and poultry products for Virginia consumers by inspecting and providing technical expertise and advice to Virginia's Talmadge-Aiken plants, state inspected plants, and custom plants to maintain Virginia's "equal to" inspection program.

#### *Objective Strategies*

- Provide technical guidance, including information on Bovine Spongiform Encephalopathy and other foreign animal diseases, to all inspected and exempt meat and poultry processing operations in Virginia.
- Verify humane handling practices and provide assistance in meeting the standards in all Talmadge-Aiken, state, and custom exempt slaughter facilities.
- Monitor, investigate, and ensure compliance with the Virginia meat law.
- Utilize the Office of Meat and Poultry Services Management Control and the Public Health Information System to evaluate and verify performance of the meat and poultry inspection program.
- Conduct effective sampling programs utilizing VDACS' regional animal health and federal Food Safety Inspection Service laboratories to ensure production of safe meat products.
- Partner with USDA Food Safety Inspection Service, Office of Dairy and Food, and Virginia Department of Health to effectively address all regulations and exemptions associated with new and innovative methods of production and distribution of meat and poultry items.
- Continue to partner with Virginia Tech, Virginia State University, Farm Bureau, Virginia Cooperative Extension, localities and other state and federal entities to provide education and technical resources when requested.

#### Measures

### • **Provide agricultural and consumer protection services that support economic growth, meet consumer needs and encourage environmental stewardship.**

#### **Summary and Alignment**

By providing agricultural and consumer protection services that support economic growth, meet consumer needs and encourage environmental stewardship, the department promotes a balanced and reasonable approach to regulations, which protects the public's interest and supports economic growth.

#### **Associated State Goal**

Economy: Be a national leader in the preservation and enhancement of our economy.

#### **Associated Societal Indicator**

Business Climate

#### **Objectives**

### » **Support industrial hemp grower and processor research, including market research, in compliance with state and federal law.**

#### *Description*

Implementation of the Virginia Industrial Hemp Law.

#### *Objective Strategies*

- Implement and administer the new industrial hemp grower and processor registration program.
- Provide industrial hemp technical assistance to interested growers and processors.
- Provide technical assistance to and coordinate with state and local law enforcement regarding implementation of the Virginia Industrial Hemp Law.

#### Measures

» **Protect and enhance the economic viability of Virginia's animal agriculture industries through the prevention and management of foreign and emerging livestock and poultry diseases of economic and public health significance.**

*Description*

Protect and promote Virginia's animal agriculture industries by conducting livestock market and sales inspections; reviewing and issuing animal health certificates; conducting investigations and tracebacks; issuing quarantines and eradication notices; maintaining Virginia's Tuberculosis, Brucellosis and Pseudorabies free status; and enforcing livestock and poultry regulations and entry requirements on a continuous basis.

*Objective Strategies*

- Train, certify or recertify staff through United States Department of Agriculture or other courses on Brucellosis, Tuberculosis, Pseudorabies, Scrapie, Avian Influenza, Foreign Animal Diseases, the Live Bird Marketing System, and Animal Disease Traceability as these courses and funding are made available.
- Coordinate with the Virginia Department of Health and the Virginia Department of Game and Inland Fisheries on diseases of mutual concern in support of the "One Health" Initiative, in which it is recognized that many diseases affect both animals and humans.
- Continue training and information exchange for regional veterinary supervisors and selected staff by conducting quarterly regional meetings.
- Work to educate cattle, goat and sheep producers on the need for and the benefit of participation in the Virginia Voluntary Johne's Disease Control and Prevention Program.
- Support the livestock industry by inspecting, monitoring, auditing and disinfecting livestock markets; assisting with animal disease traceability through the provision of official identification devices and data collection equipment; monitoring livestock dealers, records and registrations; maintaining the Cattle Brand Registration program; monitoring for humane handling of livestock at livestock markets; and ensuring compliance with applicable state and federal laws and regulations.
- Work to ensure compliance with state and federal laws and regulations pertaining to animal movement, animal transport, and disease control by inspecting or monitoring equine events, county and state fairs, shows, exhibitions, sales and other animal gatherings to the extent allowed by resources.
- Coordinate efforts with state agencies and localities to enhance compliance with regulations pertaining to interstate movement of animals.
- Participate in all state and federal programs and ensure compliance with all federal and state laws and regulations to maintain Virginia's United States Department of Agriculture designated Tuberculosis-free, Brucellosis-free and Pseudorabies-free status.
- Support Virginia's poultry industry and reduce the potential for highly contagious poultry diseases by monitoring, testing and auditing the commercial and non-commercial poultry flocks in the state; participating in the National Poultry Improvement Plan; issuing importation approval numbers and monitoring the importation of hatching eggs and poultry into the state; and inspecting feed and farm stores for the presence and sale of poultry.
- Work to prevent the incursion of Contagious Equine Metritis by inspecting quarantine facilities, monitoring sample collection and monitoring quarantines placed on horses imported into Virginia from countries known to have Contagious Equine Metritis..
- Promote programs and work to ensure compliance with federal and state laws and regulations that help control diseases of economic concern to Virginia's animal agriculture such as Scrapie, Neurological Equine Herpes Virus-1, Equine Infectious Anemia, Avian Influenza, Pullorum, and other infectious or contagious diseases as they may occur.
- Monitor all Certificates of Veterinary Inspection; conduct investigations into violations of state import regulations; and monitor, approve and conduct investigations into violations of the issuance of Certificates of Veterinary Inspection.
- Conduct the orientation training for private practitioners to be approved to perform United States Department of Agriculture accredited duties in Virginia including regulatory animal disease testing and to issue Certificates of Veterinary Inspection.
- Work to facilitate private practice veterinarians to provide services such as the provision of Certificates of Veterinary Inspection at livestock markets and consignment sales.
- Conduct animal health and disease investigations as authorized by state and federal laws and regulations
- Approve and monitor the use of veterinary biologicals and veterinary vaccines in Virginia.
- Work with Information Systems to research and evaluate an electronic system for animal importation.
- Initiate the Secure Milk Supply Program for interested producers, haulers, and processing plants, which is a continuity of business plan

that will allow participants to ship non-infected raw milk to processing plants within disease management areas in the event of a foreign animal disease. Continue the Secure Milk Supply Program for interested producers, haulers, and processing plants, which is a continuity of business plan that will allow participants to ship non-infected raw milk to processing plants within disease management areas in the event of a foreign animal disease.

- Conduct outreach to industry and the veterinary community through an annual newsletter.
- Develop communication strategies to be used in the event of an animal disease outbreak, especially for avian influenza.

#### Measures

- ◆ Percentage of USDA-designated Tuberculosis, Brucellosis, and Pseudorabies disease programs in which Virginia maintained disease-free status to protect and enhance the economic viability of Virginia's animal agriculture industries.

### » **Protect and enhance the economic viability of Virginia's animal agriculture industries by providing accurate, timely and accountable testing services for diseases of economic and public health significance.**

#### *Description*

Provides quality diagnostic and regulatory testing of specimens from animals, raw foods and limited environmental origin to the citizens of the Commonwealth of Virginia in a timely manner and at a reasonable cost. These testing services provide assistance to producers, regulatory offices, and private veterinarians in diagnosing disease problems, are a vital link in the monitoring and surveillance for both animal and human diseases of regulatory concern (e.g. Brucellosis, Tuberculosis, Salmonella, E. coli), and provide certification of animals and their products necessary for interstate and international export.

#### *Objective Strategies*

- Operate the four regional animal health laboratories.
- Add at least two new testing services each year.
- Expand the scope of OIE/ISO 17025 accreditation at all four regional health animal laboratories by adding tests each cycle.
- Implement the quality management software system to include all users in the regional animal health laboratories.
- Maintain National Animal Health Laboratory Network certification for the Harrisonburg Regional Animal Health Laboratory.
- Implement the electronic linking of automated laboratory equipment and the USALims Laboratory Information Management System in each regional animal health laboratory.
- Conduct at least one outreach event for producers and laboratory users per year at each regional animal health laboratory.

#### Measures

### » **Protect the integrity and competitiveness of the Virginia grain industry through compliance with Virginia Grain Laws.**

#### *Description*

The integrity and competitiveness of the Virginia grain industry will be maintained by monitoring for compliance with Virginia Grain Laws.

#### *Objective Strategies*

- Visit all Virginia grain handlers and dealers annually to ensure compliance of testing equipment and sampling procedures and results and to provide information on current grain markets.
- Initiate investigations on all complaints from producers claiming nonpayment, fraud, deceit or negligence of a grain dealer or handler within 24 hours of receipt.
- Provide marketing and technical assistance to grain producers on an ongoing basis and provide information on current grain market quality demands.
- Review license applications of grain dealers to ensure their license renewal by December 31 of each year.

#### Measures

### » **Maintain a system that supports an orderly state milk market to promote the production of a supply of competitively priced fluid milk that satisfies Virginia consumer demand.**

#### *Description*

The provision of an adequate and constant supply of fluid milk products, a vital and healthy food source, to the citizens of the Commonwealth promotes public welfare and health.

### *Objective Strategies*

- Establish and communicate advanced monthly Virginia class producer prices by regulatory due dates to enable producers to make business decisions.
- Provide producers/cooperative associations and processors with requisite calculations of values of class utilization of producer deliveries by regulatory due dates in order to ensure timely billings and payments.
- Communicate with producers/cooperatives and processors any audit findings requiring a financial adjustment and follow-up to ensure that audit adjustments are made. All completed audits will have findings communicated within 20 working days.

#### Measures

- ◆ Percentage of available fluid milk processor audits completed

### » **Strengthen compliance with Virginia's Comprehensive Animal Care Laws and promote humane care and treatment of animals.**

#### *Description*

Strengthen compliance with Virginia's Comprehensive Animal Care Laws, prevent cruelty to animals and promote humane care and treatment of animals by conducting at least one inspection of each of the public animal shelter facilities, monitoring Animal Control Officer training standards and providing local jurisdictions assistance in investigations concerning commercial dog breeding and animal fighting.

### *Objective Strategies*

- Serve as a technical resource for local governments and other public and private partners in support of enforcement of the Comprehensive Animal Care Laws.
- Facilitate compliance with Virginia's Comprehensive Animal Care Laws and regulations in public and private animal shelters by inspection, consultation, and enforcement actions and by provision of humane animal euthanasia training.
- Cooperate with criminal justice academies and other animal control officer training providers to facilitate the development, availability and approval of basic and continuing training courses for Animal Control Officers.
- Work closely with localities to ensure data entry of dangerous dogs into the Virginia Dangerous Dog Registry.

#### Measures

- ◆ Percentage of public animal shelters inspected

### » **Enhance consumer protection services through the timely registration of regulated entities, thorough investigation of related complaints, and consumer education.**

#### *Description*

Consumer spending is the primary driver of the economy. As such, it is of critical importance to ensure that complaints between regulated entities and consumers are resolved promptly and effectively in order to reduce the incidence of fraud, deception, and illegal practices in the marketplace.

### *Objective Strategies*

- Provide timely registration of industries regulated by the program.
- Continue priority response to consumer complaints.
- Develop consumer protection outreach through educational products.
- Develop a registration and complaint process for home service contracts to prepare for the transfer of regulatory oversight of home service contracts from the State Corporation Commission to VDACS that will take place January 1, 2018.

#### Measures

### » **Enhance the protection of human health and the environment by promoting and seeking to ensure compliance with applicable pesticide laws and regulations.**

#### *Description*

Enhance the protection of human health and the environment by promoting and seeking to ensure compliance with Virginia pesticide laws and regulations. The proper use of pesticides is essential to elimination or containment of pests that could cause disease and economic damage. Because of their inherent toxicity, pesticides must be handled in accordance with specific instructions that are printed on the

labels and which must be observed. Non-compliance with applicable laws or label instructions could result in serious public and environmental health dangers, hence the need to continually strive to increase compliance.

#### *Objective Strategies*

- Collaborate with Virginia Tech Pesticide Programs to ensure that pesticide applicator training manuals and certification examinations reflect current federal and state regulations.
- Continue to provide outreach to Virginians regarding the safe use of pesticides.
- Continue to coordinate the unwanted pesticide collection and pesticide container recycling programs.
- Encourage voluntary adoption of Virginia's Voluntary Plan to Mitigate the Risk of Pesticides to Managed Pollinators as part of Virginia's Pollinator Protection Strategy.
- Ensure the composition of pesticide products offered for sale in the marketplace complies with terms of registration through timely collection of pesticide product samples for analysis.
- Provide licensing of pesticide businesses and registration of pesticide produces, and certification of pesticide applicators.

#### *Measures*

- ◆ Average number of days required to process routine pesticide product registrations.
- ◆ Percentage of licensed pesticide businesses inspected annually

### » **Promote equity and consumer confidence in the marketplace through periodic calibration, testing, and inspection of weighing and measuring devices.**

#### *Description*

Conduct inspections statewide involving devices used in industrial weighing, packaging and direct sales transactions. Periodic testing activities involve the inspection of petroleum dispensers, fuel oil trucks, retail computing scales, vehicle scales, livestock weighing scales, and others.

#### *Objective Strategies*

- Develop a new inspection strategy based on quantitative analysis of inspection data to better focus appropriate resources.
- Ensure that the Metrology Laboratory maintains accreditation by the National Voluntary Laboratory Accreditation Program.
- Establish a calibration schedule for the weighing and measuring standards of all service agencies and technicians in accordance with Va. Code 3.2-5706.
- Provide online recertification training to service technicians in accordance with Va. Code 3.2-5707.B4.
- Collaborate with motor fuel and retail stakeholders to ensure proper labeling compliance for motor fuel.
- Provide registration of service agencies, service agency technicians, and motor fuel products.

#### *Measures*

- ◆ Number of motor fuel samples collected and submitted to the Division of Consolidated Laboratory Services for analysis annually.
- ◆ Number of weighing and measuring devices inspected

### » **Support agriculture and provide consumer and environmental protection by seeking to ensure compliance with agricultural commodity laws and regulations.**

#### *Description*

Inspects manufacturers and producers of agricultural commodities to ensure compliance with good manufacturing practices, and analyzes agricultural products for compliance with established standards and truth in labeling requirements.

#### *Objective Strategies*

- Meet the contractual obligation with the United States Food and Drug Administration for the number of Bovine Spongiform Encephalopathy surveillance inspections.
- Provide routine inspections of animal feed manufacturing facilities based on commodity movement, risk and violation rates.

- Provide review and processing of applications submitted under the Certified Fertilizer Applicator program.
- Continue the development of the Certified Fertilizer Applicator training programs to meet recertification requirements.
- Enhance Virginia's commodity crop industries through the efficient and effective operation of the agency's Seed Laboratory.
- Provide registration and inspection services of animal feed, animal remedies, fertilizer, and liming materials.

Measures

- » **Promote the economic viability of Virginia's agricultural and horticultural industries. Protect Virginia's agricultural and natural resources and endangered and threatened plant and insect populations through inspections, certifications, and compliance and management activities.**

*Description*

The successful export of Virginia agricultural and forestry products is dependent upon expedient and effective inspections, and the timely issuance of Phytosanitary Certificates.

*Objective Strategies*

- Provide disease detection, accurate diagnosis, and effective disease control recommendations for the nursery industry.
- Provide detection, education, control and eradication services to prevent the introduction or slow the spread of exotic harmful plant pest species and noxious weeds.
- Pursue external funding for and collaborate on recovery and conservation projects for endangered and threatened plant and insect species.
- Provide timely inspections and certifications to support sustainable populations of Virginia grown ginseng.
- Promote healthy beehives and encourage wider use of pollinators by conducting inspections and educational site visits.
- Implement and promote voluntary compliance with the Pollinator Protection Strategy.
- Develop and implement an evaluation process for determining those plants that should be recommended for listing as a noxious weed.

Measures

- » **Promote the integrity of charitable gaming activities.**

*Description*

Provides permitting functions for non-profit organizations that wish to conduct bingo games and raffles in the Commonwealth.

*Objective Strategies*

- Conduct an audit or financial review of all permitted charitable gaming organizations once every three years.
- Conduct an annual compliance review of all permitted suppliers and manufacturers of distributed pull-tab systems.
- Provide for timely and accurate processing of all permit and registration applications received by the program.
- Conduct semi-annual inspections of the gaming operations of all charitable gaming organizations permitted to conduct bingo.
- Continue priority response to consumer complaints.

Measures

- ◆ Average number of days to process, review and take final action on completed applications for a charitable gaming permit.

- » **Ensure the agency's compliance with the Governor's executive branch legislative coordination guidelines.**

*Description*

Ensures agency regulatory and legislative activities are in accordance with guidance.

*Objective Strategies*

- Facilitate training of agency staff on the agency's executive branch legislative coordination guidelines.
- Assist the Commissioner's Office and agency staff with the pre-General Assembly session development of legislative packages that meet agency and executive branch guidance on legislative proposals.

- Facilitate the agency's compliance with the directions of the Governor, Cabinet Secretary, and Commissioner regarding the review, analysis, tracking and committee coverage of bills introduced during the General Assembly.

Measures

» **Ensure the agency's compliance with statutory requirements and related policies and procedures regarding rulemaking.**

*Description*

Ensures regulatory action is in accordance with statutory provisions.

*Objective Strategies*

- Facilitate training of agency staff on the statutory requirements and related policies and procedures regarding rulemaking.
- Implement the requirements of the Governor's executive order on rulemaking.
- Conduct the periodic review of regulations as required by the Governor's executive order and initiate the appropriate regulatory actions as identified during the periodic review.
- Coordinate regulatory actions presented to and taken by the Board of Agriculture and Consumer Services.

Measures

» **Ensure the agency's compliance with statutory requirements and related policies and procedures regarding the Virginia Freedom of Information Act.**

*Description*

Directs the agency's compliance regarding the Virginia Freedom of Information Act.

*Objective Strategies*

- Facilitate training of agency staff on the statutory requirements and related policies and procedures regarding record requests pursuant to the Virginia Freedom of Information Act.
- Facilitate training of board staff on the statutory requirements and related policies and procedures regarding holding meetings pursuant to the Virginia Freedom of Information Act.
- Ensure Office of Policy, Planning, and Research staff stays up to date on changes to the Virginia Freedom of Information Act and guidance, opinions, and training opportunities from the Virginia Freedom of Information Advisory Council.
- Ensure that the Board of Agriculture and Consumer Services conducts all meetings pursuant to the Virginia Freedom of Information Act.

Measures

» **Provide assistance to the Commissioner in administering the Agricultural Stewardship Act and in responding to requests for assistance and technical advice on other water quality issues.**

*Description*

Administers the Agriculture Stewardship Act.

*Objective Strategies*

- Process Agricultural Stewardship Act complaints, ensuring that they are handled expeditiously and efficiently and in accordance with the Commissioner's direction and state law.
- Increase the awareness of environmental stewardship among agricultural producers, local officials, and landowners by coordinating and participating in outreach efforts with federal, state, and local agencies.
- Represent the agency in working with federal and state agencies and industry stakeholders in addressing water quality issues related to the Chesapeake Bay and agriculture.
- Explore with the Virginia Department of Conservation and Recreation the formalization of an appeal process for an Agricultural Stewardship Act case decision to the Soil and Water Conservation Board.

Measures

- ◆ Number of Agriculture Stewardship Act compliance checks

- **Enhance Agency services and productivity through efficient work process and procedures, technology, e-government applications, and training.**



## Summary and Alignment

Through the integration and maintenance of new technology and e-government applications, streamlined work processes and procedures, and training, the department is able to operate more efficiently and enhance service levels both internally and externally, while making the most prudent use of tax dollars.

### Associated State Goal

Government and Citizens: Be recognized as the best-managed state in the nation.

### Associated Societal Indicator

Government Operations

### Objectives

#### » **Ensure agency risks are reduced by providing Internal Audit Services that support the agency's major performance objectives each year**

##### *Description*

[Nothing Entered]

##### *Objective Strategies*

- Submit an updated Annual Audit Plan.
- Provide Internal Audit consulting services as needed.
- Investigate and make recommendations on any Hot Line calls as required.

##### *Measures*

#### » **Provide enhanced services to customers.**

##### *Description*

[Nothing Entered]

##### *Objective Strategies*

- Evaluate, review, and simplify business processes for internal and external customers to take advantage of streamlining opportunities.
- Fully utilize existing and new technology services to create efficiencies through automation.
- Train and educate customers to introduce new business functions, explain how these functions address solutions to their business needs, and enhance understanding of compliance requirements.
- Build relationships through collaborative efforts to foster innovation and streamline business processes.
- Implement a documented process for prioritizing agency IT projects and ad hoc requests.
- Increase online services available to external customers.

##### *Measures*

#### » **Strengthen and build employees' knowledge, skills, and abilities in Administrative Services**

##### *Description*

[Nothing Entered]

##### *Objective Strategies*

- Build a foundation of cross-functional knowledge through employee training, information sharing, and succession planning.
- Encourage employees' participation with other divisions as a means of knowledge sharing and cross training.
- Motivate employees' commitment to excellence by cultivating passion and identifying the purpose for mandates.

##### *Measures*

#### » **Implement changes to meet mandates.**

##### *Description*

[Nothing Entered]

##### *Objective Strategies*

- Transition to new statewide mandates through communication, planning, and dedicating resources for efficient implementation.
- Protect customer and agency data through icompliance with Commonwealth security standards.
- Implement Oliver Hill Building Emergency Preparedness plan in accordance with Department of General Services' policy.

Measures

- » **Provide human resource services that create and maintain a diverse and inclusive high quality workforce and collaborative relationship between employees and management.**

*Description*

[Nothing Entered]

*Objective Strategies*

- Monitor and update the Agency Workforce Plan in an effort to ensure that the agency has a qualified workforce, within the constraints of the hiring process and budget, to carry out agency goals and objectives of the Plan.
- Work with supervisors and employees to update their Employee Work Profile to successfully implement the strategic and operational plans as well as other mandates.
- Enhance supervisory skills by requiring supervisors and managers to attend one annual agency supervisory training session on human resources and other administrative processes. Promote attendance at the Supervisory Institute, Commonwealth Management Institute and Virginia Executive Institute.
- Manage the transition to the Virginia Learning Center and communicate online training opportunities as they become available.
- Monitor, analyze and report turnover; conduct exit interviews; and utilize recruiting and retention tools.
- Promote the agency as an employer of choice at job fairs by establishing a base of agency employees to represent the agency at these events. Utilize LinkedIn and other social media to enhance the visibility of job opportunities at the agency. Explore developing videos to communicate the various occupations and diversity of working at VDACS.
- Promote safety awareness and safe work habits and respond in a timely manner to concerns, questions or complaints about health and safety issues.
- In conjunction with Administrative and Financial Services, manage transition to Cardinal Payroll.
- Increase efficiency by exploring automation of electronically routing and approving various pdf human resource related documents.

Measures

- » **Ensure compliance with all federal and state employment laws and fairly and consistently administer the Virginia Department of Human Resource Management and Agency Human Resource policies and procedures.**

*Description*

[Nothing Entered]

*Objective Strategies*

- Review, evaluate and administer the agency salary plan to ensure human resource management flexibility, pay practices and benefits are used appropriately, and within the constraints of the hiring process and budget, to recruit and retain a qualified and diverse workforce.
- Assess the Agency's progress towards addressing under-representation of identified groups on a quarterly basis, if applicable. Utilize Human Resource Management system, Equal Employment Opportunity Compliance and related tools to ensure a diverse workforce. Maintain Virginia Values Veterans V3 certification by submitting required quarterly reports and completing required ongoing training.
- Provide guidance to supervisors and managers to assist them in developing enhanced skills in employee relations, best management practices, recruitment and selection, and the effective use of probationary periods.
- Create, promote, and foster a work environment that supports the Agency Code of Ethics, recognizes, appreciates, and values diversity and is free of discrimination and harassment.
- Establish and maintain clear and open lines of communication to prevent and resolve discrimination issues and complaints in a fair, equitable, and consistent manner.

Measures

» **Promote the awareness, understanding and positive image of the agency, agriculture and industries represented by the agency to the general public, industry stakeholders, and internal audience.**

*Description*

[Nothing Entered]

*Objective Strategies*

- Inform statewide, national and trade media about agricultural products and promotional events, including content on the positive aspects of agriculture, its products and its economic benefits to Virginians.
- Provide the program areas within the agency with news releases, media relations, photography, copywriting, graphic design, web updates, special events, multimedia and social media support.
- Maintain and enhance the agency's media relations program by responding to media accurately and within 24 hours or fewer and continue to develop relationships with media outlets.
- Manage the agency website and social media sites and update based on agency priorities. Frequently monitor and respond appropriately to comments on agency social media platforms.
- Produce a monthly internal newsletter to increase awareness of agency services, policies, procedures and priorities.
- Assist the Commissioner and agency managers with speechwriting, talking points, audio-visual production, development of social media sites, and audio-visual services as requested.
- Engage agency divisions to develop annual communications strategies to promote division services and objectives.
- Coordinate media response to crisis situations with appropriate program staff and other partners.
- Work to build a library of multimedia content to enhance the effectiveness of agency communications.
- In consultation with agency leadership, develop a consistent agency brand and voice for agency communications; provide support and guidance to agency staff in representing that brand in external communications.

Measures

• **Enhance Virginia's ability to prepare for, respond to and recover from agricultural infestations, animal disease events, foodborne illness outbreaks and other natural and man made disasters.**

**Summary and Alignment**

By instituting measures that improve our emergency response capacity, the department is able to help minimize the impact to citizens and reduce economic losses to Virginia businesses. Providing services that help to protect public safety and security will improve the quality of life for all Virginians.

**Associated State Goal**

Public Safety: Protect the public's safety and security, ensuring a fair and effective system of justice and providing a prepared response to emergencies and disasters of all kinds.

**Associated Societal Indicator**

Emergency Preparedness

**Objectives**

» **Act in the interest of the citizens of the Commonwealth and its infrastructure during emergency situations.**

*Description*

It is critically important that staff be prepared to carry out assigned emergency responsibilities. Training and exercises enhance the department's ability to execute emergency response plans.

*Objective Strategies*

- Review and update emergency policies and procedures and the Continuity of Operations Plan.
- Conduct a training session, a test or an exercise of a component of the Continuity of Operations Plan at least once annually in cooperation with Information Systems staff.

Measures

» **Facilitate the prevention and management of foreign and emerging livestock and poultry diseases of economic and public health significance.**

*Description*

Prevent and manage foreign and emerging livestock and poultry diseases by being proactive, as well as maintaining ongoing activities to assure that animal diseases are not introduced into the Commonwealth that could have a negative economic impact. Plans must be in place to minimize the economic impact of an introduced disease or natural disasters that may occur.

#### *Objective Strategies*

- Continue to work with various sectors in the livestock industry to develop and implement an effective animal disease traceability program in Virginia, contingent on funding for such a program.
- Continue to review and improve the Highly Contagious Livestock and Poultry Disease Emergency Operations Plan and the Avian Influenza Rapid Response Plan and to exercise strategic portions of the plans, contingent on available personnel.
- Continue work to revise the regulations for livestock markets and livestock dealers to ensure effective animal disease traceability.
- Continue to examine animals with pathologic conditions found at inspected slaughter plants so that reportable diseases can be identified.
- Ensure that staff veterinarians are trained through the United States Department of Agriculture Foreign Animal Disease Diagnostician Course and related continuing education courses as available.
- Participate in the Virginia Poultry Disease Task Force, the Delmarva Poultry Industry Emergency Disease Task Force and seek to maintain a strong working relationship with poultry producers throughout Virginia.

#### *Measures*

- » **Provide a coordinated response to plant pest introductions determined to be of economic or environmental importance.**

#### *Description*

In conjunction with other state and federal agencies, effectively works to mitigate the impact of plant health emergencies that result from the natural, accidental or intentional introduction of plant pests or diseases that would have an adverse impact on Virginia's agricultural, horticultural, and forest communities.

#### *Objective Strategies*

- Maintain the Plant Pest Emergency Response Plan.

#### *Measures*

## **Major Products and Services**

VDACS products and services fall within six categories:

*Promoting Virginia Agriculture* – Agricultural marketing and promotion (domestic and international), agricultural business development and growth, farmland preservation and fostering the next generation of farmers, and assisting commodity boards.

*Assuring food safety and quality* – Inspection of meat, poultry, food and dairy operations, and produce production to protect public health and ensure consumer confidence.

*Assuring animal health and care* – Protecting the economic viability of livestock and poultry industries, disease control and surveillance, animal health diagnostic laboratories, evaluation of shelters, training of animal care organizations, animal medication and remedies regulation, and commercial animal feed regulation.

*Assuring crop and plant health and productivity* – Inspection and prevention of the spread of plant pests and diseases in nursery stock and crops, fertilizer and soil products regulation, seed and plant propagation inspection and regulation, and apiary inspection and regulation.

*Protecting public health and Virginia's environment* – Pesticide use and storage, endangered plant and insect protection, agricultural stewardship and food safety.

*Ensuring fair trade practices in commerce* – motor fuels labeling and preventing adulteration, weights and measures regulation, commodity grading and standards, regulation of certain consumer transactions, charitable solicitations and charitable gaming regulation, and milk marketing regulation.

## **Performance Highlights**

The department is achieving its mission within the parameters of the resources that are available. The department has been able to achieve this service level by streamlining the organization, reducing levels of supervision, utilizing technology, partnering with industry and consumer groups, pursuing and obtaining federal grant resources, and the outstanding productivity of a highly skilled, dedicated, and experienced workforce.

The department has increased the promotion of Virginia's agriculture internationally, and a presence is established through market representation contracts in Canada, India, China, Latin America, United Arab Emirates, Southeast Asia, and the European Union. This facilitates interactions between Virginia's producers and international buyers for commodities, specialty foods and wine, and wood products.

The Governor's Agriculture and Forestry Industries Development Fund attracts economic development projects involving agriculture and forestry operations to locate or expand in Virginia. The fund is an important tool in growing the Commonwealth's agriculture and forestry sector and helping to make Virginia a leading exporter of agricultural and forest products.

Significant performance indicators are listed below.

## Staffing

Authorized Maximum Employment Level (MEL)	544
Salaried Employees	440
Wage Employees	89
Contracted Employees	10

## Key Risk Factors

The limited staff and funding resources available are a key risk for VDACS. Changes in Virginia agriculture, animal health responsibilities, information technology security issues, and the increase in consumer protection demands severely challenge the department. Staffing and resource limitations are forcing the agency to be selective in setting priorities and objectives. International marketing, farmland preservation, niche and specialty crop marketing and small farmer assistance, animal disease, plant disease and pests, and food safety remain priorities. Other program areas and issues may not be served or services may be limited, if resources are not available to support them.

Another key risk is that of disasters, both natural and man-made. The threats of animal disease, plant diseases and pests, and food contamination or food borne illnesses have been amplified by the global economy. The opportunities for the spread of diseases, pests, and terrorism have increased worldwide because of travel and international movement of people, commodities, food, and animals.

Factors affecting the department's workforce also pose a risk. With retirements there is a loss of institutional knowledge and "transition speed bumps" as new employees assume duties. Significant time is spent hiring and training new employees, and increasing turnover of employees with less than five years tenure compounds the risks. In addition, the low starting salary for positions requiring technical expertise makes it difficult to hire and retain skilled employees.

In addition, the department is threatened by federal budget uncertainty. The pervasive loss of public confidence in government and anti-regulatory sentiments may also create changes in the department's approach to program delivery. The department's role in compliance with federal mandates, such as food safety, compounds the challenges.

## Management Discussion

### General Information About Ongoing Status of Agency

VDACS is providing increased services with fewer resources than in the past as a result of increased productivity. The agency serves more customers with fewer employees and less funding than were available ten to twenty years ago. For example, the maximum employment level decreased by 22 percent (from 701 positions in 1991 to 544 today). The department has maintained a strong customer service focus, and we benefit from good working relationships with industry, agricultural interest groups, universities, and state and local government agencies.

One of the challenges the agency faces is integrating new technologies in customer interaction. There is a focus on offering service delivery through the internet to customers, and providing opportunities for transactions such as registrations and fee payments over the web. However, with limited resources available for this initiative, implementation has been difficult.

### Information Technology

A continuing demand for streamlined services from constituents; an increasing requirement for compliance with central agency standards, policies and procedures; and minimal funding and staffing resources hinder the agency's ability to move forward with information technology initiatives. The Commonwealth of Virginia Security Standards, audit requirements, budget reductions, data standards, and other central agency requirements have stretched information technology resources. The infrastructure partnership requires management of their activities by existing agency staff, again adding to the time constraints.

The department is working on a number of information technology solutions, such as increasing technology capabilities, providing services on-line through the web portal, and updating legacy mainframe applications. The department has about 80 agency-specific computer applications.

### Estimate of Technology Funding Needs

### Workforce Development

The department is facing the challenge of losing many long-tenured staff to retirement. Currently, 16 percent of employees are eligible to retire and 27.2 percent are eligible within the next five years, which is close to one-third of the workforce. Additionally, seasonal and wage workforce consists of long-term employees and former retirees who may not choose to continue working. This will result in a great loss of institutional knowledge, skills and experience. The average age of VDACS employees is 47.8. Approximately 226 of 442 employees are age 50 and over, and 93 employees have over 25 years of state service.

The department continues to explore avenues to improve staff retention. The turnover rate for employees with less than five years of service was 32.4 percent in FY 2018, a slight decrease from 33.3 percent in FY 2017.

### Physical Plant

The department operates and maintains 215,761 square feet at 19 facilities, ranging from small office buildings to complex laboratories to large wholesale farmers market facilities. The facilities are located statewide, from Warrenton to Wytheville to Onley (on the Eastern Shore of Virginia). The facilities include a network of regional animal health laboratories, regional office buildings, farmers markets, and a seafood processing facility. The farmers markets and seafood processing facility are operated through contracts with local grower associations. In addition, the department leases space at other locations for smaller offices and storage.

Like many other aspects of agency operations, funding for facility maintenance has been limited in recent years. Also, as new facilities have come on-line, additional operating support has not been provided. A number of improvements, such as installing backup generators, are being undertaken to extend the usefulness of the buildings.

## Supporting Documents

Title	File Type
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**Distribution of USDA Donated Food [45708]**

**Description of this Program / Service Area**

The Food Distribution Program manages the distribution of U.S. Department of Agriculture (USDA) donated foods to all eligible outlets in the state.

This activity performs the following activities:

- Approves non-school outlets for participation
- Orders USDA foods based on USDA foods offered, school food requests or clients served
- Arranges transportation and storage, maintains accountability of USDA foods
- Ensures that USDA donated food usage is in accordance with federal regulations. The staff provides technical assistance in program operation and promotes Virginia products to recipient agencies and commercial distributors. This office also diverts USDA foods in emergencies for disaster relief, including potential terrorist attacks, to assist state recovery operations.

Currently, there are four components to this activity that are interrelated and generate economies of scale because they use the same personnel and a single commercial distribution system:

The first and largest component is USDA foods for school lunches. The program benefits state taxpayers by reducing the cost of school meals by 20.75 cents each. Virginia schools serve 198.7 million meals annually. This component provides the initial shelf stable food resources for state recovery operations from disasters or emergencies including terrorist attacks. In the event of state emergencies, disasters, or terrorist attacks, the department can also coordinate the diversion of USDA foods from a variety of sources.

The second component is The Emergency Food Assistance Program (TEFAP). The Department of Agriculture and Consumer Services distributes foods donated by USDA to seven regional food banks for subsequent distribution to low income households. The department also distributes TEFAP foods to eligible soup kitchens/congregate feeding sites in Virginia.

The third component is the distribution of USDA foods to public and private nonprofit institutions. USDA foods provided to state and local penal institutions reduce the food cost burden to the economic benefit of Virginia taxpayers.

The fourth component is the Commodity Supplemental Food Program (CSFP). The department provides USDA donated food to regional food banks for distribution to low income people older than 60.

**Mission Alignment**

This service area aligns with the departmental mission to enhance opportunities for the growth and profitability of the Virginia agriculture industry. The activity promotes economic opportunities for Virginia producers (farmers), processors and distributors who warehouse USDA foods in conjunction with their commercial food sales to these outlets. The service area also plays a vital role in promoting healthy lives by providing nutritious, low/no-cost meals for food program participants.

Authority: Title 3.2, Chapter 47, Code of Virginia.

**Products and Services**

**Description of Major Products and Services**

Distribute USDA donated foods to eligible outlets in the state.

Approve non-school outlets for participation.

Order USDA foods based on clients' requests and USDA foods offered.

Arrange transportation/storage and maintain accountability of USDA foods.

Divert USDA foods for emergency use after disasters or terrorism relief to assist state recovery operations.

Ensure that USDA donated food usage is in accordance with federal regulations.

Award state contracts to commercial food distributors to receive, store and distribute USDA foods to outlets specified by the department.

Expand opportunities for Virginia's producers and processors in the marketing of agricultural products to schools and institutions.

Products / Services					
Product / Service	Statutory Authority	Regulatory Authority	Required Or Discretionary	GF	NGF

Administer State Administrative Expense and The Emergency Food Assistance Program grants to distribute USDA donated food to schools, food banks, and in emergencies	7 U.S.C. 612c et seq.; 7 U.S.C. 1431(a); 42 U.S.C. 1751 et seq.; 42 U.S.C. 1771 et seq.; COV §3.2-4703		Required	299,578	0
Distribute USDA food to school nutrition programs	7 U.S.C. 612c et seq.; 7 U.S.C. 1431(a); 42 U.S.C. 1751 et seq.; 42 U.S.C. 1771 et seq.; COV §3.2-4703		Required	0	1,445,743
Distribute USDA food to food banks	7 U.S.C. 612c et seq.; 7 U.S.C. 1431(a); 42 U.S.C. 1751 et seq.; 42 U.S.C. 1771 et seq.; COV §3.2-4703		Required	0	1,557,894

**Anticipated Changes**

None.

**Factors Impacting**

None.

**Financial Overview**

The service area is supported by the general fund and federal funds.

Biennial Budget

	2019 General Fund	2019 Nongeneral Fund	2020 General Fund	2020 Nongeneral Fund
Initial Appropriation for the Biennium	299,578	4,703,935	299,578	4,703,935
Changes to Initial Appropriation	0	0	0	0

**Supporting Documents**

**Title** **File Type**



**Animal Disease Prevention and Control [53101]**

**Description of this Program / Service Area**

A statewide veterinary medicine regulatory program that prepares for, contains, and eradicates infectious and contagious diseases of Virginia’s livestock and poultry populations in order to enhance their national and international marketability and to increase the profit potential for the animal agriculture industry.

Services include:

Management of certain disease testing and animal inspection to ensure that livestock and poultry are free of diseases when they are sold or shipped;

Ensuring that livestock and poultry are appropriately identified and free of disease through continuous monitoring and testing at livestock markets and shows;

Coordination of livestock and poultry disease eradication programs; and

Outreach and technical assistance to producers and food animal veterinarians in support of the prevention of drug residues in food animals.

**Mission Alignment**

Promotes the economic growth and development of Virginia agriculture by protecting livestock and poultry from diseases, ensuring a safe and wholesome food supply, and protecting citizens from zoonotic diseases.

Authority: Title 3.2, Chapters 59 and 60, Code of Virginia.

**Products and Services**

**Description of Major Products and Services**

Customer assistance: consult with livestock and poultry producers and veterinarians on foreign animal disease preparedness, regulatory animal health issues, and zoonotic diseases.

Inspection and enforcement: inspect livestock markets for compliance with relevant laws and regulations; conduct dealer inspections; monitor health certificates, both for imported and exported livestock; monitor equine events; monitor brucellosis and tuberculosis test results; assist with follow-up testing when necessary for brucellosis and tuberculosis.

Accreditation: accredit new veterinarians to assure they are knowledgeable of state and federal laws and regulations.

Investigations: perform foreign animal disease investigations when suspect cases are reported by producers or veterinarians.

Products / Services					
Product / Service	Statutory Authority	Regulatory Authority	Required Or Discretionary	GF	NGF
Provide veterinary services	COV §3.2-5902; COV §3.2-6012; COV §3.2-6003; COV §3.2-6005; COV §3.2-6007; COV §3.2-6008; COV §3.2-6012	2 VAC 5-141; 2 VAC 5-61; 2 VAC 5-30; 2 VAC 5-90; 2 VAC 5-190; 2 VAC 5-195; 2 VAC 5-206; 2 VAC 5-61; 2 VAC 5-61; 2 VAC 5-170; 2 VAC 5-141; 2 VAC 5-40	Required	1,973,711	214,555
Implement animal health cooperative agreements	9 CFR 160; 9 CFR 161; 9 CFR 162; 9 CFR 77; 9 CFR 78		Required	0	1,104,196
Administer dangerous dog law	COV §3.2-6540; COV §3.2-6542		Required	71,930	67,414

**Anticipated Changes**

Increased monitoring responsibility in response to foreign and emerging animal diseases.

**Factors Impacting**

Responsibility for monitoring foreign and emerging animal diseases and federal support from cooperative agreements.

**Financial Overview**

The service area is supported by the general fund, some fee revenue, and federal cooperative agreement support for disease monitoring activities.

Biennial Budget

	<b>2019 General Fund</b>	<b>2019 Nongeneral Fund</b>	<b>2020 General Fund</b>	<b>2020 Nongeneral Fund</b>
Initial Appropriation for the Biennium	2,019,359	1,337,649	2,019,359	1,337,649
Changes to Initial Appropriation	0	0	0	0

**Supporting Documents**

**Title** **File Type**

**Diagnostic Services [53102]**

**Description of this Program / Service Area**

The Regional Animal Health Laboratory System (RAHLS) consists of four regional animal health laboratories geographically distributed around the Commonwealth.

Diagnostic services provides necropsy (animal autopsy), diagnostic microbiology, dairy microbiology, parasitology, serology, molecular testing, histopathology, food safety testing, and water testing.

Customer service is enhanced by each facility being staffed with professional personnel to provide the highest quality of veterinary laboratory diagnostic services directly to the client.

**Mission Alignment**

The RAHLS assists the citizens of Virginia by providing veterinary and food safety diagnostic services that align with the agency’s mission of promoting the economic growth and development of Virginia agriculture.

Authority: Title 3.2, Chapter 59, Code of Virginia.

**Products and Services**

**Description of Major Products and Services**

Animal Diagnostic Testing Services: The RAHLS offers diagnostic services to individual livestock and poultry producers, veterinary practitioners, companion animal owners and other state and local government entities. Some of these services are not available on a routine basis from any other source. Virginia livestock and poultry producers benefit by having convenient, economical, expert advice on contagious diseases, which can lead to losses through death and/or reduced productivity of animals. Non-agricultural residents of the Commonwealth benefit from the rapid diagnosis and control of diseases that can be transmitted to humans such as *E. coli*, Salmonellosis, Brucellosis, and campylobacteriosis. In cooperation with the Division of Consolidated Laboratory Services (the human health counterpart to the RAHLS), the RAHLS facilitates the diagnosis of rabies by removing heads from suspect animals.

Animal Regulatory Program Testing Services: RAHLS also provides regulatory testing (brucellosis, swine pseudorabies, Johne’s disease, equine infectious anemia, etc.) so that producers can comply with state, federal and international requirements for sale or movement of animals and animal products. These tests perform an important surveillance function in the control of economically significant animal diseases and public health threats such as Exotic Newcastle Disease, Avian Influenza, West Nile Virus, Bovine Tuberculosis, Avian Mycoplasmosis, Equine Herpesvirus Myeloencephalopathy, and Brucellosis. . Because of increased trade requirements, these tests are becoming more important and more varied.

Food Safety Testing Services: Regulatory testing is performed in support of the program in the Office of Dairy and Foods that permits interstate shipment of milk produced in Virginia and assures an unadulterated milk supply. Testing services are provided for the Office of Meat and Poultry Services’ generic *E. coli* standard, required in state-inspected processing plants. Additional testing services are performed for the Office of Dairy and Foods and the Office of Meat and Poultry Services to certify water supplies. Because of current heightened concerns, food safety testing work is increasing in type and volume. For example, a steady increase in the number of small-scale cheese producers in the Commonwealth has led to a continued increase in regulatory food safety testing of cheese samples.

Products / Services					
Product / Service	Statutory Authority	Regulatory Authority	Required Or Discretionary	GF	NGF
Animal Diagnostic Testing Services	COV §3.2-5903	2 VAC 5-130-10; 2 VAC 5-70-20; 2 VAC 5-190-30; 2 VAC 5-490-35	Required	538,682	1,061,259
Harrisonburg Regional Animal Health Laboratory	COV §3.2-5903	2 VAC 5-130-10; 2 VAC 5-70-20; 2 VAC 5-190-30; 2 VAC 5-490-35	Required	639,784	142,176
Warrenton Regional Animal Health Laboratory	COV §3.2-5903	2 VAC 5-130-10; 2 VAC 5-70-20; 2 VAC 5-190-30; 2 VAC 5-490-35	Required	441,179	79,244
Lynchburg Regional Animal Health Laboratory	COV §3.2-5903	2 VAC 5-130-10; 2 VAC 5-70-20; 2 VAC 5-190-30; 2 VAC 5-490-35	Required	482,497	68,390

Wytheville Regional Animal Health Laboratory	COV §3.2-5903	2 VAC 5-130-10; 2 VAC 5-70-20; 2 VAC 5-190-30; 2 VAC 5-490-35	Required	426,992	50,466
Implement animal health laboratory cooperative agreements	COV §3.2-5903	2 VAC 5-130-10; 2 VAC 5-70-20; 2 VAC 5-190-30; 2 VAC 5-490-35	Required	0	25,000

**Anticipated Changes**

As the types of diagnostic testing available become more varied and sophisticated (e.g. molecular or “DNA” testing), the value of such testing also rises to producers.

**Factors Impacting**

Submissions are generated by the livestock and poultry producers and their veterinarians, so the volume of submissions is somewhat variable, depending on the overall animal agriculture economy.

**Financial Overview**

The service area is supported by the general fund and laboratory services fee revenue. The fee structure is continually reviewed to ensure that rates are equitable and competitive.

Biennial Budget

	2019 General Fund	2019 Nongeneral Fund	2020 General Fund	2020 Nongeneral Fund
Initial Appropriation for the Biennium	2,643,592	1,623,484	2,643,592	1,623,484
Changes to Initial Appropriation	0	0	150,000	0

**Supporting Documents**

**Title** **File Type**

**Animal Welfare [53104]**

**Description of this Program / Service Area**

Products and services include:

- A statewide program that supports the proper care, husbandry and treatment of animals in Virginia;
- Conducts inspections of public and private animal shelter facilities in the Commonwealth; and
- Provides information and professional assistance on a statewide basis to diverse animal interest groups (e.g. agriculture industries, companion animal industries, wildlife and humane interest groups, etc.).

**Mission Alignment**

Works to ensure the humane treatment and care of all animals, including those in shelters, throughout the Commonwealth, which aligns with the mission of providing agricultural and consumer protection services.

Authority: Title 3.2, Chapter 65, Code of Virginia.

**Products and Services**

**Description of Major Products and Services**

Customer assistance: provide information for local governing bodies regarding the Comprehensive Animal Care Laws and animal welfare; assist Animal Control Officers in investigations and offer technical advice regarding animal care; consult individuals with complaints relating to animal care and welfare laws; provide technical expertise to entities that train/certify Animal Control Officers.

Inspection and enforcement: inspect animal shelters to ensure compliance with relevant laws and regulations; maintain training records for Animal Control Officers; review plans for public animal shelter facilities; assist local Animal Control Officers with their investigations of complaints of animal care and/or cruelty; develop new training standards for Animal Control Officers and approve basic and continuing education courses for Animal Control Officers; establish approved methods and chemicals for humane euthanasia of animals; establish approved methods and chemicals for immobilization of animals.

Products / Services					
Product / Service	Statutory Authority	Regulatory Authority	Required Or Discretionary	GF	NGF
Inspect animal shelters and provide technical assistance	COV §3.2-6500 et seq.	2 VAC 5-61-50; 2 VAC 5-111; 2 VAC 5-150-170; VDACS Directive 79-1; VDACS Directive 83-1	Required	217,611	0

**Anticipated Changes**

The agency has begun developing pet sheltering resources that will exist in conjunction with State-Coordinated Regional Shelters.

**Factors Impacting**

The changing status of animal shelters related to construction of new facilities, merging of animal facilities of local governing bodies, and complex contractual relationships between animal control entities will impact services.

**Financial Overview**

The service area is supported by the general fund.

Biennial Budget

	2019 General Fund	2019 Nongeneral Fund	2020 General Fund	2020 Nongeneral Fund
Initial Appropriation for the Biennium	217,611	0	217,611	0
Changes to Initial Appropriation	0	0	0	0

**Supporting Documents**

Title File Type



**Grading and Certification of Virginia Products [53201]**

**Description of this Program / Service Area**

This activity provides a grading system that identifies product quality and condition, which is essential for effective and efficient marketing to occur. This program uniformly applies grade standards and specifications of quality that are accepted, understood and utilized by both buyers and sellers worldwide. The agency operates under agreements with the United States Department of Agriculture (USDA) to provide commodity grading, inspection and official certification services; Good Agricultural Practices (GAP) Auditing and Country of Origin retail surveillance. In addition, this activity is responsible for the administration and enforcement of the Virginia Controlled Atmosphere Storage Law for apples.

The major service is inspection and official certification of product quality, according to USDA or Virginia grade standards, of fresh fruits, vegetables, peanuts, processed fruits and vegetables, grain, poultry, eggs, livestock, and other miscellaneous commodities for producers, shippers, processors, buyers, marketers, and other financially interested parties who request and pay for the service when needed. Other services include providing the official documentation required for export and official documentation required in settling claims or in legal proceedings.

Along with buyers and sellers who request grading services, all Virginia agriculture benefits from these services because industry constantly assesses the added value of graded versus non-graded products. Prices of non-graded products benefit from market value established by graded products. Trust in the agency's grading allows buyers to make bids through electronic auctions or otherwise buy without the necessity to travel to see the commodity. This attracts more buyers for more competitive bidding. Grading provides an incentive to produce higher quality products.

**Mission Alignment**

This service area directly aligns with the department's mission to promote economic growth and development of Virginia agriculture by enhancing the profitability of Virginia food, agricultural and forest products enterprises.

Authority: Title 3.2, Chapters 34, 43, 45, and 46, Code of Virginia.

**Products and Services**

**Description of Major Products and Services**

Inspection and official certification of product quality, according to national or Virginia grade standards, of the following: fresh fruits, vegetables, peanuts, processed fruits and vegetables, grain, poultry, eggs, livestock, and other miscellaneous commodities.

Products / Services					
Product / Service	Statutory Authority	Regulatory Authority	Required Or Discretionary	GF	NGF
Inspection and official certification of fresh fruits and vegetables	7 USC 1621 et seq.; Pub. L. 108-7, §713, 117 STAT. 39 (2003); COV §3.2-3400 through 3402; COV §3.2-4306; COV §3.2-4312 through 4320; COV §3.2-4505; COV §3.2-4703; COV §3.2-4608		Required	0	452,285
Inspection and official certification of peanuts	7 USC 1621 et seq.; Pub. L. 108-7, §713, 117 STAT. 39 (2003); COV §3.2-3400 through 3.2-3402; COV §3.2-4306; COV §3.2-4312 through 4320; COV §3.2-4505; COV §3.2-4703		Required	0	1,702,217
Inspection and official certification of processed foods	7 USC 1621 et seq.; Pub. L. 108-7, §713, 117 STAT. 39 (2003); COV §3.2-3400 through 3.2-3402; COV §3.2-4306; COV §3.2-4312 through 4320; COV §3.2-4505; COV §3.2-4703		Required	0	495,444
Inspection and official certification of grain	7 U.S.C. 1621 et. seq.; Pub. L. 105-277, §715, 112 STAT. 2681-26 (1998); 7		Required	0	2,503,725

	U.S.C. 71 et seq.; 7 CFR 800 et seq.; COV §3.2-4703				
Inspection and official certification of poultry and eggs	7 U.S.C. 1621 et. seq.; COV §3.2-4703; 21 U.S.C. 1031 et seq.		Required	0	1,421,520
Inspection and official certification of livestock	COV §3.2-4608; COV §3.2-1818		Required	0	218,642
Country of Origin Labeling (COOL) and organic certification	7 USC 1621 et seq.; Pub. L. 108-7, §713, 117 STAT. 39 (2003)		Required	0	374,601
Administration of commodity grading	7 USC 1621 et seq.; Pub. L. 108-7, §713, 117 STAT. 39 (2003); COV §3.2-3400 through 3402; COV §3.2-4306; COV §3.2-4312 through 4320; COV §3.2-4505; COV §3.2-4703		Required	338,070	104,665

### **Anticipated Changes**

Despite decline in the total number of farms in Virginia, the Commodity Grading Program continues to develop Certification Services that are customized to meet the specific product needs of producers, food manufacturers, the food service industry, and food retailers in response to consumer demand for new and diverse grade and quality certifications.

The amount of corn, soybean, and grain products that are graded in and shipped from Virginia continues to increase with new shipping facilities planned in a number of locations.

### **Factors Impacting**

The expanding and diverse international marketplace will increase the demand for grading services.

### **Financial Overview**

The service area is primarily supported through commodity grading fees and some general fund support.

Biennial Budget

	2019 General Fund	2019 Nongeneral Fund	2020 General Fund	2020 Nongeneral Fund
Initial Appropriation for the Biennium	348,023	7,071,254	348,023	7,071,254
Changes to Initial Appropriation	0	0	0	0

### **Supporting Documents**

**Title** **File Type**



**Milk Marketing Regulation [53204]**

**Description of this Program / Service Area**

This service area creates and administers regulations that foster an orderly state milk marketing environment to provide for a constantly available supply of milk production dedicated to fluid milk product for use by citizens in controlled markets.

**Mission Alignment**

This service area directly aligns with the department's mission of providing marketing and consumer protection through the provision of a constantly available source of a healthy and wholesome food source sufficient to satisfy the demands of the citizens of the Commonwealth.

Authority: Title 3.2, Chapter 32, Code of Virginia.

**Products and Services**

**Description of Major Products and Services**

Establish and manage an annual milk production supply system that meets the need for fluid milk product in controlled markets.

Establish and announce advanced monthly producer prices for delivered milk production. A monthly price for non-fluid milk products is also established and announced.

Review, audit, and apply established milk accounting standards to licensed distributors' monthly reports to calculate and communicate producer delivery values.

Review, analyze, and audit distributors' monthly reports to ascertain correctness and the need for adjustments and examine licensee records and business practices for compliance with regulations.

Investigate all complaints regarding compliance with regulations.

License all processors, distributors, producer-distributors, and retailers marketing fluid milk products in Virginia controlled markets.

License producers who produce and deliver raw milk to licensed processors supplying fluid milk products in Virginia controlled markets and account for licensed producer's production.

Products / Services					
Product / Service	Statutory Authority	Regulatory Authority	Required Or Discretionary	GF	NGF
Establish and manage an annual milk production supply system	COV § 3.2-3204; COV § 3.2-3208; COV § 3.2-3210; COV § 3.2-3212	2 VAC 15-20-40; 2 VAC 15-20-60; 2 VAC 15-20-81; 2 VAC 15-20-90	Required	0	828,137

**Anticipated Changes**

None.

**Factors Impacting**

The number of dairy producers continues to decline annually placing stress on the availability of raw milk production to meet consumer demand. Declining milk production in the Southeast places stress on the Northeast and upper Midwest producers to supply milk to processors in that region. Virginia is a net exporting state and the Southeast is the primary region that receives those exports.

The continued increase in specialty fluid milk products results in the need to license processors and their distributor customers who market these products in Virginia controlled markets.

The current national dairy marketing structure and environment, as well as that in Virginia, is experiencing rapid and dynamic changes through both vertical and horizontal integration. These changes place stress on the ability of the Milk Commission to ensure that an effective regulatory structure is in place to supervise and control all aspects of the production, processing and marketing of milk.

**Financial Overview**

The service area is supported by producer self assessments.

Biennial Budget

	2019 General Fund	2019 Nongeneral Fund	2020 General Fund	2020 Nongeneral Fund
Initial Appropriation for the Biennium	0	828,137	0	828,137
Changes to Initial Appropriation	0	0	0	0

**Supporting Documents**

**Title** **File Type**

**Marketing Research [53205]**

**Description of this Program / Service Area**

Marketing Research includes Virginia Market News and Virginia Agricultural Statistics Services.

Virginia Market News Service collects and disseminates daily market prices and analyses to Virginia agricultural producers, processors, handlers, general agribusinesses, agriculture financial community, print and broadcast media, marketers, commercial market news services, consumers and United States Department of Agriculture (USDA). These unbiased, third party reports assist each business and individual in making accurate, reliable sales and purchasing decisions. Virginia Market News Service operates under a cooperative agreement with USDA Agriculture Marketing Service Market News.

Virginia Agricultural Statistics Service issues official state forecasts and estimates of crops, livestock, poultry, dairy, prices, labor and other related items in cooperation with the USDA-National Statistics Service. This cooperative series of reports helps maintain an orderly association among the outputs, supply, and marketing sectors in Virginia’s agricultural community. The Virginia Agricultural Statistics Service is a joint cooperative federal and state program.

With the highly competitive global food and forest products arena, consistent market research and reporting is critical to better anticipate market shifts, enhance market segmentation from competitors, and position Virginia sources as preferred suppliers.

**Mission Alignment**

The service area aligns with the department’s mission to enhance opportunities for the growth and profitability of the Virginia agriculture industry.

**Products and Services**

**Description of Major Products and Services**

Collect daily information on Virginia prices of agricultural commodities.

Publish unbiased, third party reports and analyses that assist agricultural producers.

Assess current and future markets for Virginia products.

Products / Services					
Product / Service	Statutory Authority	Regulatory Authority	Required Or Discretionary	GF	NGF
Publish unbiased third party reports and analyses that assist agricultural producers	7 USC 1621 et seq.; Pub. L. 108-7, §713, 117 STAT. 39 (2003); COV §3.2-4703; COV §3.2-4705		Required	265,784	2,932

**Anticipated Changes**

Anticipated changes include staying updated with the variety of delivery mechanisms required to reach customers and clients, and the ever-changing nature of Virginia agriculture both in terms of products and customer needs. Greater diversification of Virginia agriculture both in terms of customers and clients enhances the need for more customized market research services.

**Factors Impacting**

Changes in agriculture and information delivery technology will impact Market News.

**Financial Overview**

The service area is primarily supported by the general fund.

Biennial Budget

	2019 General Fund	2019 Nongeneral Fund	2020 General Fund	2020 Nongeneral Fund
Initial Appropriation for the Biennium	265,784	20,000	265,784	20,000
Changes to Initial Appropriation	0	0	0	0

## Supporting Documents

Title	File Type
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**Market Virginia Agricultural and Forestry Products Nationally and Internationally [53206]****Description of this Program / Service Area**

This service area locates, develops, maintains and expands local, regional, and global markets for Virginia food, agricultural, and forest products. Functions within the service area are separated between domestic, international, and livestock marketing.

**Mission Alignment**

This service area directly aligns with the department's mission to promote economic growth and development of Virginia agriculture by enhancing the profitability of Virginia food, agricultural and forest products enterprises.

Authority: Chapter 3.2, Chapter 1, Code of Virginia.

**Products and Services****Description of Major Products and Services**

Sales and marketing services to assist agricultural and forest products producers, food processors, and industry organizations by initiating sales leads and production area tours, developing new markets and packaging requirements, completing market analysis, participating and representing agricultural industries during trade shows, implementing retail and consumer promotions, distributing marketing information during presentations, providing administrative support to Commodity Boards, assisting with organic certification procedures, and cooperating with the Departments of Health and Aging on agricultural related consumer oriented grants. Activities cover conventional and organically produced products.

Livestock marketing services to provide a complete and integrated marketing program for the livestock industry. These services include a comprehensive market development and promotion program, market information and analysis, and official quality grade evaluation of live animals.

International marketing services to assist Virginia exporters in marketing their products overseas by organizing foreign trade missions, hosting buyer missions, participating in trade shows and monitoring trade policy issues. Through offices in Richmond and a network of local consultants in India, China, Canada, Europe, United Arab Emirates, Southeast Asia, and Latin America, valuable in-country assistance is provided to Virginia exporters.

Agriculture product promotion services that include advertising, trade show management, literature development, consumer and retail promotions to expand, find, and create markets for products.

Products / Services					
Product / Service	Statutory Authority	Regulatory Authority	Required Or Discretionary	GF	NGF
Promotion and marketing of agricultural products	COV §3.2-102; COV §3.2-4706		Required	572,260	70,000
Domestic market and sales development	COV §3.2-102; COV §3.2-4706; COV §3.2-3501		Required	999,045	0
Comprehensive livestock market development and promotion	COV §3.2-102; COV §3.2-4706; 7 U.S.C 1621-1627; COV §3.2-4703		Required	892,091	0
International market and sales development	COV §3.2-102; COV §3.2-4706		Required	527,815	0
International promotion of agricultural products	COV §3.2-102; COV §3.2-4706		Required	1,123,313	0
Specialty crop development and promotion	COV §3.2-102; COV §3.2-4706		Required	0	343,365

**Anticipated Changes**

The Virginia Farmers' Market System is no longer in place. There are only two state-owned wholesale farmers' markets as of June 30, 2019. Of these two markets, the Eastern Shore of Virginia Farmers Market is currently up for sale with sale close-out likely to occur during FY 2019-2020. With the completion of that sale, the Southeast Virginia Farmers' Market in Courtland will be the only remaining state-owned farmers' market facility. The Northern Neck Farmers' Market was sold in 2016 and the Southwest Virginia Farmers' Market was sold in 2017. Each markets continue to provide a central point for produce collection, grading, packing, and cooling through private sector produce businesses and produce grower associations that assumed ownership of the formerly state-owned markets.

**Factors Impacting**

None.

### Financial Overview

The service area is supported primarily by the general fund. The Appropriation Act includes language designating a portion of the funding for international marketing activities.

#### Biennial Budget

	2019 General Fund	2019 Nongeneral Fund	2020 General Fund	2020 Nongeneral Fund
Initial Appropriation for the Biennium	4,229,272	600,029	4,229,272	600,029
Changes to Initial Appropriation	0	0	0	0

### Supporting Documents

**Title** **File Type**

**Agricultural Commodity Boards [53208]**

**Description of this Program / Service Area**

This service area provides administrative oversight to 15 commodity boards, all of which are supervisory boards that serve the producers of apples, peanuts, potatoes, soybeans, corn, small grains, marine products, wine, pork, eggs, cattle, tobacco, sheep, horses and cotton. The mission of the boards is to provide short and long term growth for their respective industries through strategic investment in research, marketing, and education programs. The supervisory boards were established when each industry requested legislation that enabled a producer referendum on the question of whether to establish the board and collect an assessment to fund the board. Most boards are totally self-supporting through these assessments.

The self-assessment concept of the boards provides funding for market development and/or promotion projects, research and education for the individual commodities. Each board has separate legislation with various limitations on assessment fund expenditures.

The Marine Products Board is funded via marine gear license fees. The Virginia Wine Board operates on a general fund appropriation linked to the liter tax on wine. Funds expended by the Wine Board are used for wine marketing, education, as well as enology and viticulture research.

**Mission Alignment**

This service area directly aligns with the department's mission to promote the economic growth and development of Virginia agriculture by enhancing the profitability of Virginia food, agricultural and forest products enterprises.

Authority: Title 3.2, Chapters 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 26, 27, and 30, Code of Virginia.

**Products and Services**

**Description of Major Products and Services**

Marketing/market development activities: product placement; sales calls/leads; special event planning and execution; sales seminar planning and execution; national and international trade show participation; special promotions planning and execution; media, public and customer relations; promotional brochure/directory development and distribution; and industry and producer relations efforts and events.

Research: commodity production improvement techniques; disease eradication; value-added product development; commodity transportation and handling; market research (manufacturing industry and consumer use/trends/preferences).

Education: producer, first handlers, wholesalers, distributors and consumers.

Products / Services					
Product / Service	Statutory Authority	Regulatory Authority	Required Or Discretionary	GF	NGF
Provide administrative oversight to the Apple Board	COV §3.2-1201; COV § 3.2-1100 et seq.		Required	0	257,650
Provide administrative oversight to the Peanut Board	COV §3.2-1901; COV § 3.2-1100 et seq.		Required	0	220,000
Provide administrative oversight to the Potato Board	COV §3.2-1801; COV § 3.2-1100 et seq.		Required	0	25,000
Provide administrative oversight to the Soybean Board	COV §3.2-2301; COV § 3.2-1100 et seq.		Required	0	630,000
Provide administrative oversight to the Corn Board	COV §3.2-1401; COV § 3.2-1100 et seq.		Required	0	390,000
Provide administrative oversight to the Small Grains Board	COV §3.2-2201; COV § 3.2-1100 et seq.		Required	0	350,392
Provide administrative oversight to the Marine Products Board	COV §3.2-2700; COV § 3.2-1100 et seq.		Required	0	410,902

Provide administrative oversight to the Wine Board	COV §3.2-3001; COV § 3.2-1100 et seq.		Required	0	2,273,692
Provide administrative oversight to the Egg Board	COV §3.2-1601; COV § 3.2-1100 et seq.		Required	0	210,000
Provide administrative oversight to the Cattle Industry Board	COV §3.2-1301; COV § 3.2-1100 et seq.		Required	0	800,000
Provide administrative oversight to the Tobacco Board	COV §3.2-2401; COV § 3.2-1100 et seq.		Required	0	143,000
Provide administrative oversight to the Sheep Industry Board	COV §3.2-2101; COV § 3.2-1100 et seq.		Required	0	35,000
Provide administrative oversight to the Horse Industry Board	COV §3.2-1700; COV § 3.2-1100 et seq.		Required	0	320,000
Provide administrative oversight to the Cotton Board	COV §3.2-1501; COV § 3.2-1100 et seq.		Required	0	180,000
Administer the Virginia Wine Distribution Company	COV §3.2-102; COV § 3.2-1100 et seq.		Required	214,739	73,125

### **Anticipated Changes**

With reduced funding caused by decreased commodity production in some sectors, commodity boards will have to reprioritize program initiatives in order to continue effectiveness. Boards will have to reconsider state contributions to national commodity program efforts versus continuing in-state programs.

### **Factors Impacting**

None.

### **Financial Overview**

The Virginia Wine Board is supported by wine liter tax collections that are deposited to the general fund as part of the transfer from the Virginia Alcoholic Beverage Control Authority. The general fund appropriation is transferred to a dedicated special fund in accordance with Appropriation Act language.

Biennial Budget

	2019 General Fund	2019 Nongeneral Fund	2020 General Fund	2020 Nongeneral Fund
Initial Appropriation for the Biennium	2,490,383	4,699,708	2,490,383	4,699,708
Changes to Initial Appropriation	0	0	0	0

### **Supporting Documents**

Title	File Type
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**Agribusiness Development Services and Farmland Preservation [53209]**

**Description of this Program / Service Area**

Economic development of the agricultural sector and preservation of the State’s agricultural resources, specifically farmland.

**Mission Alignment**

The service area aligns directly with the Agency’s mission to promote economic growth and development of Virginia agriculture, encourage environmental stewardship and provide consumer protection.

Authority: Title 3.2, Chapter 2, Code of Virginia.

**Products and Services**

**Description of Major Products and Services**

Agriculture and forestry development assists agriculture and forestry based enterprises at every stage of their business, from developing the concept to coordinating the grand opening. Project managers respond to requests for assistance from individuals and their partners in the economic and agricultural development community, helping clients navigate and make the most of local, state, and federal business assistance resources. The farmland preservation program assists in the preservation of Virginia’s farmland by helping to fund and establish local purchase of development rights programs, educating the public about the importance of farmland preservation, and working with farmers, land preservation organizations, and local governments. The program also supports farm transition by managing the Farm Link database, developing farm transition workshops, and creating programs to assist and ready young farmers for farm ownership.

Products / Services					
Product / Service	Statutory Authority	Regulatory Authority	Required Or Discretionary	GF	NGF
Business development and assistance at all stages for agriculture and forestry based enterprises	COV §3.2-102		Required	240,425	0
Help to fund and establish local purchase of development rights programs	COV §3.2-201		Required	0	250,000
Work with farmers, land preservation organizations, and local governments on farmland preservation	COV §3.2-201		Required	171,272	0
Administer the Virginia Farm Link program to provide assistance to retiring farmers and individuals seeking to become active farmers	COV §3.2-202		Required	0	60,000

**Anticipated Changes**

Expanded and increased business development activities in specialized agribusiness, including value-added and renewable energy related business ventures.

**Factors Impacting**

Continued interest in farmland preservation policies and programs.

Increased interest in farm transition activities.

Instability of state and local funding for purchase of development rights programs.

**Financial Overview**

Funding for the purchase of development rights matching grant program is transferred administratively to the Farmland Preservation Fund in accordance with the Appropriation Act.

Biennial Budget

	2019 General Fund	2019 Nongeneral Fund	2020 General Fund	2020 Nongeneral Fund
Initial Appropriation for the Biennium	926,614	60,000	926,614	60,000
Changes to Initial Appropriation	0	0	0	0

Supporting Documents

Title File Type

**Financial Assistance for Economic Development [53410]**

**Description of this Program / Service Area**

Provides financial assistance through the Governor's Agriculture and Forestry Industries Development Fund to attract agriculture and forestry operations to locate or expand in Virginia. Funds are also used for local government agribusiness economic development planning and activities.

**Mission Alignment**

The service area aligns directly with the agency's mission to promote economic growth and development of Virginia agriculture, encourage environmental stewardship and provide consumer protection.

Authority: Title 3.2, Chapter 3.1, Code of Virginia.

**Products and Services**

**Description of Major Products and Services**

The Agriculture and Forestry Industries Development Fund is an important tool to encourage the growth of agribusinesses in Virginia. Investments increase employment, local tax base, and use of Virginia agricultural products. The department is responsible for sharing information about the fund with political subdivisions and agribusinesses, preparing project summaries and return on investment calculations, and issuing biennial reports and other documents as needed to administer the program.

Products / Services					
Product / Service	Statutory Authority	Regulatory Authority	Required Or Discretionary	GF	NGF
Administer the Agriculture and Forestry Industries Development Fund	COV §3.2-304 through §3.2-309		Discretionary	223,894	0
Fund grants to encourage the growth of agribusinesses in the Commonwealth	COV §3.2-304 through §3.2-309		Discretionary	0	2,000,000

**Anticipated Changes**

Expanded and increased business development activities in specialized agribusiness including value-added and renewable energy related ventures.

**Factors Impacting**

Overall economic conditions for business growth, trade, and development.

Market demand for products, particularly increasing demand for local and sustainable products.

Supply and production level of commodities and agricultural-based products.

Changing demographics of consumers.

Discontinuation or modification of federal agricultural support programs.

Financial security and stability of agricultural businesses.

Changing development pressures on agricultural resources base.

**Financial Overview**

The general fund appropriation for facility and planning grants is transferred to the Agriculture and Forestry Industries Development Fund in accordance with the Appropriation Act.

Biennial Budget

	2019 General Fund	2019 Nongeneral Fund	2020 General Fund	2020 Nongeneral Fund
Initial Appropriation for the Biennium	1,221,473	0	1,221,473	0
Changes to Initial Appropriation	0	0	0	0

**Supporting Documents**

**Title** **File Type**

**Plant Pest and Disease Prevention and Control Services [53504]**

**Description of this Program / Service Area**

Regulatory pest control seeks to ensure the availability of pest-free nursery stock through annual licensing and inspection of Virginia nursery growers and dealers. This service area also prevents the establishment or slows the spread of plant pests in the state. The number of exotic plant pests threatening establishment in the Commonwealth such as fire ant, cotton boll weevil, sudden oak death disease, thousand cankers disease, Asian longhorned beetle, gypsy moth, Africanized honey bee, small hive beetle, spotted lanternfly, and giant hogweed continues to increase. Eradication and management techniques continue to prevent widespread infestation levels across the state.

Pest-free certification enhances the marketability of Virginia's agricultural and forestry commodities by providing phytosanitary inspection and certification for export to other states and countries.

Threatened and endangered species are protected through review of environmental assessments and coordination of strategies to ensure the continued protection of state threatened or endangered plant and insect species. This service area also provides licensing of Virginia ginseng dealers and inspects/certifies ginseng to allow its sale and export.

Apiary assistance includes inspection of honey bee colonies for disease and overall health in order to ensure the adequate pollination of crops and the safe interstate movement of colonies. This service area assists fruit and vegetable growers in locating pollination sources and conducts outreach efforts to educate the public on the benefits of honey bee pollination to Virginia's production of food crops. This service area also provides beehive equipment to individuals in an effort to increase the number of honey bee hives in Virginia.

Wildlife damage management is provided to reduce the impact of coyote, black vulture, and other wildlife that pose a danger to agricultural animals by providing funding to support control efforts in Virginia.

Administer the Virginia Industrial Hemp Program to provide opportunities for individuals interested in growing, dealing in, or processing industrial hemp.

**Mission Alignment**

This service area directly aligns with the department's mission of promoting the economic growth and development of Virginia agriculture, providing consumer protection, and encouraging environmental stewardship.

Authority: Title 3.2, Chapters 7, 8, 9, 10, 28, 38, 41.1, 44, and 59; Title 15.2, Chapter 9, Code of Virginia.

**Products and Services**

**Description of Major Products and Services**

This service area protects the agricultural, horticultural, and natural resource interests of the Commonwealth. Services include:

- Preventing the introduction, establishment, or slowing the spread of plant pests and noxious weeds.
- Reducing the environmental effects and impact on consumers of injurious pests including insects, plant diseases, and weeds.
- Enhancing the marketability of Virginia's agricultural commodities through pest-free certification of products for interstate and international trade.
- Protecting existing plant and insect populations considered threatened or endangered.
- Promoting beekeeping to ensure Virginia's growers have access to adequate supplies of healthy pollinators.
- Reducing the impact of coyote populations and other wildlife on agricultural animals by providing funding to support wildlife management efforts.
- Administering the Virginia Industrial Hemp Program.

Products / Services					
Product / Service	Statutory Authority	Regulatory Authority	Required Or Discretionary	GF	NGF
Annual licensing of Virginia nursery growers and dealers. Inspection of nursery stock and plant products.	COV §3.2-3803; COV §3.2-3804; COV §3.2-3806	2 VAC 5-450	Required	1,790,823	0

Prevent the establishment or slow the spread of nuisance and injurious plant pests including insects, diseases, and weeds	COV §3.2-702; COV §3.2-801; COV §3.2-802; COV §15.2-902		Required	0	780,776
Pest-free certification of plant products for interstate and international trade	COV §3.2-3804		Required	0	406,990
Protect threatened and endangered plant and insect species	COV §3.2-1000 et seq.	2 VAC 5-320	Required	115,448	69,387
Distribute beehive equipment	COV §3.2-4416		Discretionary	0	125,000
Wildlife damage management	COV §3.2-5904; COV §3.2-901		Required	192,500	0
Administer the Virginia Industrial Hemp Program	COV §3.2-4112 et seq.		Required	156,395	0

### **Anticipated Changes**

The number of clients served in these categories has increased, driven primarily by global demand. We expect a significant increase in the number of registered industrial hemp growers, dealers, and processors in Virginia. We also expect an increase in questions to the agency from a number of stakeholders regarding industrial hemp.

### **Factors Impacting**

Legislative changes providing for the commercialization of industrial hemp in the 2018 federal Farm Bill and Chapters 653 and 654 of the 2019 Acts of Assembly,

### **Financial Overview**

The service area is supported by a variety of funding sources, including the general fund, federal funds, and fee revenue.

#### Biennial Budget

	2019 General Fund	2019 Nongeneral Fund	2020 General Fund	2020 Nongeneral Fund
Initial Appropriation for the Biennium	2,344,567	1,169,179	2,344,567	1,169,179
Changes to Initial Appropriation	0	0	0	0

### **Supporting Documents**

**Title** **File Type**

**Agricultural and Food Emergencies Prevention and Response [54101]**

**Description of this Program / Service Area**

This service area coordinates emergency plans, training, and exercises within the agency and with the Virginia Department of Emergency Management (VDEM), and it serves as the department's point of contact for VDEM. Other activities include coordinating Emergency Support Function (ESF) 11, representing the agency on panels, working groups and committees addressing emergency management, and coordinating with divisions and offices to identify planning and resources required to enhance food and agriculture disaster prevention, mitigation, response and recovery efforts.

**Mission Alignment**

This service area directly aligns with the department's mission of promoting economic growth and development of Virginia agriculture, encouraging environmental stewardship and providing consumer protection. A prepared response to emergencies and disasters of all kinds mitigates the economic impact, facilitates a rapid recovery, and appropriately addresses environmental concerns.

Authority: Title 3.2, Chapter 5, Code of Virginia.

**Products and Services**

**Description of Major Products and Services**

Emergency Coordination Officer and ESF 11: Coordinates interactions with VDEM regarding emergency preparedness, response, and recovery. Leads the ESF 11 team at Virginia's Emergency Operations Center.

Emergency Response Training and Exercises: Coordinates with VDACS divisions and offices to identify and prioritize resources, training and exercises required to enhance food and agriculture disaster prevention, mitigation, response and recovery efforts.

Emergency Response Plans: Plans are coordinated and revised to respond to agency emergency responsibilities to provide: continuity of operations, animal/zoonotic disease, or plant pest infestation response and food safety services.

Products / Services					
Product / Service	Statutory Authority	Regulatory Authority	Required Or Discretionary	GF	NGF
Agency Emergency Coordination Officer and ESF 11 team leadership	COV §44-146.24; COV §44-146.18		Required	173,613	0

**Anticipated Changes**

No significant changes anticipated.

**Factors Impacting**

None.

**Financial Overview**

Biennial Budget

	2019 General Fund	2019 Nongeneral Fund	2020 General Fund	2020 Nongeneral Fund
Initial Appropriation for the Biennium	173,613	3,321	173,613	3,321
Changes to Initial Appropriation	0	0	0	0

**Supporting Documents**

**Title** **File Type**

**Service Area Plan**

**Consumer Affairs - Regulation and Consumer Education [55001]**

**Description of this Program / Service Area**

This service area protects consumers from fraud, deception, and illegal practices in the marketplace through administrative oversight of regulatory programs.

**Mission Alignment**

This service area directly aligns with the department's mission of providing consumer protection.

Authority: Title 3.2 Chapter 55.1; Title 57, Chapter 5; Title 59.1, Chapters 24, 25, 25.1, 33.1, 34, 34.1, 36, and 51 Code of Virginia.

**Products and Services**

**Description of Major Products and Services**

Regulatory oversight: This service area regulates charitable solicitations, credit services businesses, extended service contracts, health spas, membership campgrounds, sellers of legal services plans, travel clubs, fantasy contest operators, home service contract providers, and transporters of waste kitchen grease. This service area provides entity registration, investigation of complaints and management of related sureties. The number of regulants has remained steady in some areas, and increased in others, regardless of the economic environment.

<b>Products / Services</b>					
<b>Product / Service</b>	<b>Statutory Authority</b>	<b>Regulatory Authority</b>	<b>Required Or Discretionary</b>	<b>GF</b>	<b>NGF</b>
Regulate (including entity registration, investigation of complaints and management of related sureties) charitable solicitations	COV §57-49; COV §57-59; COV §57-61		Required	0	832,051
Regulate (including entity registration, investigation of complaints and management of related sureties) extended service contracts	COV §59.1-436; COV §59.1-437; COV §59.1-439		Required	0	30,000
Regulate (including entity registration, investigation of complaints and management of related sureties) health spas	COV §59.1-296.1; COV §59.1-306; COV §59.1-308.2		Required	0	180,292
Regulate (including entity registration, investigation of complaints and management of related sureties) membership campgrounds	COV §59.1-318; COV §59.1-329; COV §59.1-334		Required	0	30,000
Regulate (including entity registration and investigation of complaints) sellers of legal services plans	COV §59.1-441.2; COV §59.1-441.4		Required	0	419,674
Regulate (including entity registration, investigation of complaints and management of related sureties) travel clubs	COV §59.1-446; COV §59.1-447.1; COV §59.1-451		Required	0	47,600

**Anticipated Changes**

We expect the overall number of regulants to increase.



### **Factors Impacting**

Consumer awareness and attention of regulatory programs is influenced by national events and media.

### **Financial Overview**

The service area is primarily supported through regulatory fees.

Biennial Budget

	<b>2019 General Fund</b>	<b>2019 Nongeneral Fund</b>	<b>2020 General Fund</b>	<b>2020 Nongeneral Fund</b>
Initial Appropriation for the Biennium	33,726	1,689,617	33,726	1,689,617
Changes to Initial Appropriation	0	0	0	0

### **Supporting Documents**

**Title** **File Type**

**Regulation of Grain Commodity Sales [55207]**

**Description of this Program / Service Area**

The administration of both the Grain Handler Law and the Grain Dealer Licensing and Bonding Law aid in marketing grain produced in Virginia.

All grain is weighed and the vast majority is graded pursuant to the regulations set forth by the Grain laws. This ensures that both buyer and seller have grain that is of a known weight and grade as the basis for their transaction.

The grain law program also helps to assure that Virginia's farmers are promptly and properly paid for their grain through the enforcement of the Grain Dealers Licensing and Bonding Law. This law requires that a grain dealer be properly bonded with a surety and licensed with the Commonwealth of Virginia. It also requires the dealer to keep all grain transaction records for reviewing. In the case of dealer default, injured parties would have financial recourse against a dealer's bond or letter of credit.

With grain being grown in nearly every county of the Commonwealth and covering over a million acres, this grain law program has played a very important role in the orderly and efficient marketing of Virginia grain and in the financial protection of Virginia's grain farmers.

**Mission Alignment**

Aligns with the departmental goal to provide agricultural and consumer protection services which support economic growth and meet consumer needs.

Authority: Title 3.2, Chapter 43, Code of Virginia.

**Products and Services**

**Description of Major Products and Services**

Register and license all grain handlers and dealers.

Visit all grain handlers and dealers.

Review receipting and grading practices and procedures.

Inspect grain testing equipment for accuracy; condemn equipment out of tolerance; seal approved equipment; check grade grain samples; and mail results to producers.

Provide marketing and technical assistance to grain producers.

Plan and conduct grain grading workshops annually for growers, producers and processors.

Products / Services					
Product / Service	Statutory Authority	Regulatory Authority	Required Or Discretionary	GF	NGF
Register and license all grain handlers and dealers	COV §3.2-4323; COV §3.2-4754; COV §3.2-4762; COV §3.2-4756; COV §3.2-4701		Required	94,408	8,975

**Anticipated Changes**

Additional requests to provide marketing and technical assistance for both large and small producers, high volume and high value producers, and direct and international marketers as grain markets are becoming far more specialized and customized than in previous years. The expansion of shipping grain and soybean products in ocean-going containers has revolutionized grain shipment and has created an extensive new challenge for supplying services to this key sector of Virginia's agricultural economy.

**Factors Impacting**

None.

**Financial Overview**

Biennial Budget

	2019	2019	2020	2020
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	<b>General Fund</b>	<b>Nongeneral Fund</b>	<b>General Fund</b>	<b>Nongeneral Fund</b>
Initial Appropriation for the Biennium	94,408	9,552	94,408	9,552
Changes to Initial Appropriation	0	0	0	0

**Supporting Documents**

**Title** **File Type**

**Regulation of Weights and Measures and Motor Fuels [55212]**

**Description of this Program / Service Area**

This service area protects consumers from inaccurate measurement, fraud, deception, and illegal practices in the marketplace. Services include:

- Inspection and testing of weighing and measuring devices.
- Verification of accurate weight for packaged commodities.
- Inspection of point of sale systems.
- Enforcement of motor fuel quality standards.
- Calibration of measurement standards used by government and industry within the Commonwealth.
- Investigation or referral of consumer complaints.
- Licensing, permitting, and registration of businesses, individuals, and products.

**Mission Alignment**

This service area directly aligns with the department's mission of providing consumer protection.

Authority: Title 3.2, Chapters 56, 57, and 58, Title 59.1, Chapter 12, Code of Virginia.

**Products and Services**

**Description of Major Products and Services**

Inspection and testing of weighing and measuring devices: These inspections are conducted statewide at a variety of locations, including retail fuel stations, retail stores, building supplies and hardware stores, distribution facilities, and manufacturing facilities.

Enforcement of motor fuel quality standards: This activity ensures that quality petroleum products are being sold and that inferior products are removed from the retail market through the testing and analysis of motor fuels and the investigation of related consumer complaints.

Verification of weight for packaged commodities: These inspections are conducted at retail stores throughout the state to ensure that packaged commodities are sold at the weight posted on the label or sign.

Inspection of point of sale systems: Inspection of the price listed and the price charged at the register to prevent faulty advertising and price listings.

Calibration of measurement standards: This function involves the operation of the Metrology Laboratory and the calibration of standards used in the weights and measures inspection program. The laboratory provides traceability to national standards for measurements of mass, volume, length, temperature and frequency. The laboratory also provides measurement calibration for other government agencies and manufacturers seeking to comply with ISO 9000 standards and other quality programs that need the traceability to national standards. Local law enforcement agencies rely on the laboratory for the certification of tuning forks used to calibrate radar units. Demand for this service should remain constant.

Complaint investigation and referral: This function involves the investigation of consumer complaints related to measurement, price advertising, and motor fuel quality. Investigations may involve the accuracy of weights or measures, advertisement, method of sale, or services. Complaints may also allege unfair, deceptive or illegal business practices. The number of complaints is influenced by state of the economy, introduction of new consumer products and technologies, weather, etc. Demand for investigation varies with fuel prices.

Licensing, permitting, and registration: This service area protects customers from unscrupulous business activities, protects the assets of agricultural producers, and regulates the activities of individuals involved in sales, installation, repair, and operation of weighing and measuring devices. Demand for this service has increased concurrently with increases in population.

Products / Services					
Product / Service	Statutory Authority	Regulatory Authority	Required Or Discretionary	GF	NGF
Inspection and testing of weighing and measuring devices.	COV §3.2-5609; COV §3.2-5611; COV §3.2-5602; COV §3.2-5610; COV §59.1-157; COV §3.2-5703; COV §3.2-5707; COV §3.2-5804		Required	2,948,551	101,746

Enforcement of motor fuel quality standards.	COV §59.1-150; COV §59.1-154		Required	106,705	0
Calibration of measurement standards used by government and industry within the Commonwealth.	COV §3.2-5601; COV §3.2-5604; COV §3.2-5608; COV §3.2-5706		Required	0	67,369
Regulation of waste kitchen grease transport.	COV §3.2-5508 et seq.		Required	0	23,400

**Anticipated Changes**

Demand for services will continue to increase with public sensitivity to fuel prices, expansion of trade opportunities, and population growth.

**Factors Impacting**

None.

**Financial Overview**

The service area is primarily supported by the general fund.

Biennial Budget

	2019 General Fund	2019 Nongeneral Fund	2020 General Fund	2020 Nongeneral Fund
Initial Appropriation for the Biennium	3,004,143	191,938	3,004,143	191,938
Changes to Initial Appropriation	0	0	0	0

**Supporting Documents**

**Title** **File Type**

## Regulation of Food Establishments and Processors [55401]

### Description of this Program / Service Area

This service area enforces the Virginia Food and Drink Law and the Produce Safety Law to protect the health and safety of citizens by ensuring that these foods are safe, wholesome, properly labeled and fit for human consumption, and that produce grown on farms is safely produced and in compliance with the FDA Produce Safety Rule (21 CFR Part 112).

Services include:

- Inspecting food manufacturing, food processing, food storage and retail food sales facilities for compliance with the Virginia Food Laws as well as all associated regulations to address general sanitary conditions and procedures, foodborne illness risk factors, employee food-handling practices, labeling issues and other factors relating to economic deception.
- Inspecting establishments that manufacture, store or sell dietary supplements to ensure sanitary conditions in those establishments as well as to affirm that dietary supplements reviewed are safe and properly labeled.
- Collecting food samples during inspections of and visits to food establishments in order to ensure compliance with all applicable laws and regulations.
- Investigating consumer complaints relating to sanitation of food establishments and suspect food products purchased or consumed.
- Addressing possible food contamination arising from fires, floods, hurricanes, power outages, vehicle wrecks, terrorist events, and other food related emergencies when and where the need arises.
- Providing advice, assistance and educational consultations to the food industry and to consumers relative to the requirements of the Virginia Food Laws and all associated regulations.
- Contributing to the economic development of Virginia's food industry by providing an environment where all food related establishments can compete equitably.
- Developing regulations to establish minimum sanitary and operating requirements for the operation of all food handling and storage facilities on an ongoing basis.
- Foodborne illness investigations and traceback activities in order to determine the sources of contamination leading to foodborne illness outbreaks.
- Creating a viable farm produce inspection program, building a produce farm inventory database, and establishing a mechanism for integration of inspections and generated data with the FDA.
- Establishing a formal Memorandum of Understanding (MOU) with Virginia Tech to provide outreach to the farming community, including education through Produce Safety Alliance (PSA) courses and training regarding compliance with the FDA Produce Safety Rule.
- Conducting outreach through conference presentations, publications, videos, and articles and disseminate information about the Produce Safety Rule and implementation in Virginia to key stakeholders.
- Conducting on-farm readiness reviews (OFRRs) of covered farms with Virginia Cooperative Extension (VCE) to determine level of compliance with the FDA Produce Safety Rule.
- Inspecting large, small, and very small covered farms to determine compliance with the FDA Produce Safety Rule and the Code of Virginia Title 3.2, Chapter 51.1.
- Collecting covered produce samples during on-farm investigations when necessary.
- Seizing and/or destroying covered produce when necessary to protect public health.

### Mission Alignment

The services provided by this program support the agency's mission by promoting the economic growth of Virginia's food and produce industries and by providing consumer protection by ensuring a safe and wholesome food supply.

Authority: Title 3.2, Chapter 51 and Chapter 51.1, Code of Virginia.

### Products and Services

#### Description of Major Products and Services

Provide regulatory oversight of food establishments via inspections, samples, and complaint investigations. Provide educational and consultative services to consumers, as well as new and existing food businesses, who desire information relative to the requirements of the Virginia Food Laws and associated regulations. Inspect covered produce farms to ensure compliance with the federal Produce Safety Rule. Provide educational

and consultative services to food establishments and farmers.

Inspection and enforcement: Thorough and consistent inspection and enforcement of the Virginia Food Laws and associated regulations addressing sanitary conditions and practices are conducted within food establishments throughout the Commonwealth to ensure that food products are properly handled, processed, packaged, stored and transported. Thorough and consistent inspection and enforcement of the FDA Produce Safety Rule (21 CFR Part 112) and the Code of Virginia Title 3.2, Chapter 51.1, addressing the growing, packing, holding and dissemination of produce grown on farms in Commonwealth are conducted. Food samples are collected regularly as a result of inspectional findings and as an ongoing process to monitor the food supply to ensure compliance with all applicable laws and regulations. Consumer complaints relating to alleged food-borne illness, adulteration of food products, labeling and advertising concerns, and establishment sanitation concerns are received and investigated annually. Dietary supplements are examined frequently and determinations are made relative to product safety, proper labeling, as well as health (structure/function) claims. Foodborne illness investigations and food traceback activities are conducted to determine possible sources of contamination of food products, which have led to foodborne illness outbreaks. Recall audit checks are performed to ensure the effectiveness of food product recalls designed to remove defective foods from consumers and the channels of commerce.

Products / Services					
Product / Service	Statutory Authority	Regulatory Authority	Required Or Discretionary	GF	NGF
Inspections of food manufacturing, food processing, food storage, and retail food sales facilities for compliance with the Virginia Food Laws and all associated regulations	COV §3.2-5130; COV §3.2-5121		Required	2,432,366	1,328,006
Collection and testing of food samples during inspections of and visits to food establishments in order to ensure compliance with all applicable laws and regulations	COV §3.2-5131		Discretionary	375,903	0
Addressing possible food contamination arising from fires, floods, hurricanes, power outages, vehicle wrecks, terrorist events, and other food-related emergencies, including foodborne illness investigations	COV §3.2-5100		Required	0	225,000
Inspect covered produce farms to ensure compliance with the Produce Safety Rule	COV §3.2-5149		Required	0	755,000

### **Anticipated Changes**

The total demand for Food Safety Program products and services is expected to continue to increase. In order to provide an adequate and acceptable level of food safety to the citizens of the Commonwealth, it will be necessary to increase the number of Food Safety Specialists in order to meet the demands relative to both an enhanced level of services required as well as a significantly expanding workload. Additionally, adoption of a civil penalty matrix for the Produce Safety Program by the Board of Agriculture pursuant to §3.2-5148 and §3.2-5156 will be required.

Continually changing state and federal laws related to industrial hemp have resulted in the Food Safety Program working with new stakeholders. There is a high likelihood that the Food Safety Program will become involved in regulating hemp processors, which will further increase the need for additional resources.

### **Factors Impacting**

An expanding industry will impact the ability of the Food Safety Program to provide a safe and wholesome food supply. Without an increase in resources available to the program, as numbers of food establishments continue to proliferate, inspectional and sampling frequency at these establishments may decrease. Less frequent inspections may lead to an increase in the number of violations found by Food Safety Specialists, as well as an increase in the number of foodborne illness incidents and deaths.

An increasingly diverse food industry will require additional and ongoing training to ensure that Food Safety Specialists are knowledgeable

regarding a wide array of products and processes.

As the retail food industry continues to expand, so will the types of products that it offers to the consumer, causing inspection times for these establishments to increase in order to adequately assess this wide array of products and processes.

Chapter 51.1 of Title 3.2 of the Code of Virginia (§3.2-5146 et seq.), establishing the Produce Safety Program shall expire upon the effective date of the repeal of the FDA Produce Safety Rule (21 CFR Part 112) or on July 1, 2022, whichever occurs sooner. Any exemption to the requirements of 21 CFR Part 112 shall also apply to Chapter 51.1 of Title 3.2 of the Code of Virginia (§3.2-5146 et seq.). Chapter 51.1 of Title 3.2 of the Code of Virginia (§3.2-5146 et seq.) shall expire if the federal government declines to award funds to the Commonwealth to implement the provisions of federal law embodied in the act or the federal funds awarded are exhausted, whichever is later.

### Financial Overview

The program is supported by the general fund, federal grants, and a \$40 fee paid by each food establishment.

#### Biennial Budget

	<b>2019 General Fund</b>	<b>2019 Nongeneral Fund</b>	<b>2020 General Fund</b>	<b>2020 Nongeneral Fund</b>
Initial Appropriation for the Biennium	2,769,956	2,234,471	2,769,956	2,249,471
Changes to Initial Appropriation	0	0	0	0

### Supporting Documents

**Title** **File Type**



**Regulation of Meat Products [55402]**

**Description of this Program / Service Area**

The meat and poultry inspection program protects the safety of citizens by ensuring the production of safe, wholesome, and truthfully labeled meat and poultry products, as well as humane treatment of the animals that are slaughtered.

Services include:

- Performing ante- and post-mortem slaughter inspection for consumer protection and to assist in assessing the disease status of the production animal population.
- Sanitary inspections of slaughter and processing facilities.
- Assessment and evaluation of plant Hazard Analysis Critical Control Point Programs (HACCP) to control and ensure the safety of production processes.
- Certification services provided to processors seeking to export products.
- Assisting prospective plant operators to obtain custom permits or grants of inspection.

**Mission Alignment**

These services support the agency’s mission by promoting the economic growth of Virginia’s food industry and by providing consumer protection by ensuring a safe and wholesome food supply.

Authority: Title 3.2, Chapter 54, Code of Virginia.

**Products and Services**

**Description of Major Products and Services**

Inspection of animals: Ante- and post-mortem inspection is performed on all animals presented for slaughter at inspected facilities. This inspection is required if the resulting product will be offered for sale. Small farmers have expressed an increasing interest in marketing their own products.

Inspection of facilities and production process: Both slaughter and processing plants must have acceptable written plans for sanitation and processing of products. The acceptability of the written plans, the ability of the plant operator to follow the written plan and the condition of the facilities are all subject to continuing inspection. This inspection is required for wholesale sales.

Customer Service: Technical assistance is provided to persons wanting to enter the meat and poultry industry to help acquaint them with the legal requirements. Certification is provided when plant operators must meet export requirements. Oversight and technical assistance and information is provided to custom exempt plants.

Products / Services					
Product / Service	Statutory Authority	Regulatory Authority	Required Or Discretionary	GF	NGF
Sanitary inspections of slaughter and processing facilities	COV §3.2-5404		Required	1,763,236	1,948,121

**Anticipated Changes**

It is anticipated that the number of plants requiring inspection will grow and that the number of facilities requesting technical assistance will increase.

**Factors Impacting**

None.

**Financial Overview**

The program is funded through a cooperative agreement with the United States Department of Agriculture. Under the agreement, the state must operate an inspection program at least equal to that of the federal government.

Biennial Budget

	2019 General Fund	2019 Nongeneral Fund	2020 General Fund	2020 Nongeneral Fund

Initial Appropriation for the Biennium	1,763,236	2,320,126	1,763,236	2,320,126
Changes to Initial Appropriation	0	0	0	0

**Supporting Documents**

**Title** **File Type**

**Regulation of Milk and Dairy Industry [55403]**

**Description of this Program / Service Area**

Dairy Services protects the health and safety of citizens in Virginia by ensuring that milk, ice cream and frozen desserts, cheese, butter, and other dairy products are safe, wholesome, and fit for human consumption.

Services include:

- Issuing permits necessary to operate dairy farms or dairy processing plants, frozen dessert manufacturer facilities, retail frozen dessert shops, and mobile units.
- Inspecting Grade A or Manufactured Grade dairy farms, Contract Milk Haulers, Milk Pickup Haulers permitted to weigh and sample milk, milk tank trucks, plants processing manufactured grade milk, frozen desserts plants, and Grade A milk truck wash stations for compliance with the Virginia Dairy Laws and associated regulations.
- Collecting and test milk and milk product samples to determine compliance with quality standards.
- Reviewing equipment plans and facilities and provide consultative services to recommend improvement and alternatives to equipment, building design, and construction materials.
- Providing direct services to clients by assisting them in identifying corrective actions necessary to comply with milk and dairy product quality standards.

**Mission Alignment**

The services provided by this program support the agency’s mission by providing assistance to comply with regulatory requirements and providing a uniform inspection and enforcement system to promote a level playing field on which industry may compete while simultaneously ensuring food safety for Virginia citizens.

Authority: Title 3.2, Chapter 52, Code of Virginia.

**Products and Services**

**Description of Major Products and Services**

Inspection and enforcement: Uniform inspection and enforcement activities are conducted on facilities statewide to ensure milk and dairy products are properly handled, processed, packaged, stored and transported in a safe manner and to ensure a level playing field on which businesses may compete. Inspections also provide a basis for compliance with the Interstate Milk Shipper rating, which allows listed shippers to ship milk and dairy products in interstate commerce.

Regulation development: Provide Grade “A” dairy regulations that are consistent with the "Pasteurized Milk Ordinance" and the National Conference on Interstate Milk Shipper requirements to ensure Virginia dairy farmers and processors have the ability to ship Grade “A” milk and dairy products in interstate commerce. Provide manufactured milk regulations consistent with United States Department of Agriculture recommendations to govern the production of manufactured grade milk and dairy products (butter, cheese, condensed milk, and powdered milk) so that only safe and wholesome dairy products are offered for sale. Provide milk hauling, measuring, sampling, and testing regulations to ensure milk is sampled and transported in ways that prevent adulteration and maintain its quality. Provide regulations governing the methods by which milk and dairy products are tested for pay purposes to ensure accurate payment to dairy farmers. Provide regulations governing the production of ice cream, frozen desserts, and similar products to ensure their safety and quality.

Economic Development: Provide advice and assistance to dairy farmers, milk plants, and dairy product processors to foster the quality of their products and their ultimate success. Provide a uniform regulatory environment and level playing field on which businesses may compete.

Products / Services					
Product / Service	Statutory Authority	Regulatory Authority	Required Or Discretionary	GF	NGF
Issue permits and inspect various dairy establishments	COV §3.2-5200; COV §3.2-5206	2 VAC 5-510-420; 2 VAC 5-490-30; 2 VAC 5-490-34; 2 VAC 5-510-20	Required	1,237,933	0

**Anticipated Changes**

The total demand for Dairy Services Program farm-related commodities and services is expected to decline slowly over time. Declines in grade “A” dairy farm numbers will be partially offset by increases in farmstead cheese operations, retail frozen dessert operations, and changing regulatory requirements.

**Factors Impacting**

Program requirements may change whenever federal model programs change or in response to state or industry specific concerns. Grade “A”

regulatory requirements change to some degree every other year because the National Conference on Interstate Milk Shipper conference meets every two years to consider changing the program requirements. There is a continuing need to update the Grade "A" regulations every other year or so. Other regulations need updating less frequently but must be reviewed every three years.

Changing consumer demand impacts the demand for advice and assistance, especially in frozen desserts, such as frozen yogurt and ice cream shops mixing candy and other treats into product for customers to enjoy.

Expansion of farmstead cheese making places great demands for advice and assistance on the Dairy Services Program. This includes animal production management, milk quality management, cheese processing, and process techniques to manufacture safe and wholesome cheeses.

**Financial Overview**

The program is supported by the general fund.

Biennial Budget

	2019 General Fund	2019 Nongeneral Fund	2020 General Fund	2020 Nongeneral Fund
Initial Appropriation for the Biennium	1,237,933	0	1,237,933	0
Changes to Initial Appropriation	0	0	0	0

**Supporting Documents**

**Title** **File Type**

**Pesticide Regulation and Applicator Certification [55704]**

**Description of this Program / Service Area**

This service area provides regulatory oversight of the production, sale and use of pesticides in the Commonwealth of Virginia. Services include:

- Training and certification of pesticide applicators
- Registration of pesticide products
- Licensing of pesticide businesses
- Administration of the provisions of the Federal Insecticide, Fungicide and Rodenticide Act.
- Coordinating the disposal of unwanted pesticides and the recycling of pesticide containers
- Educating Virginians about safe pesticide practices

**Mission Alignment**

This service area directly aligns with the Virginia Department of Agriculture and Consumer Services' mission of promoting the economic growth and development of Virginia agriculture, providing consumer protection, and encouraging environmental stewardship.

Authority: Title 3.2, Chapter 39, Code of Virginia.

**Products and Services**

**Description of Major Products and Services**

Applicator certification: This service area certifies individuals wishing to become pesticide applicators. The testing process relies extensively on computer-based exams available at all Department of Motor Vehicles customer service centers throughout the Commonwealth.

Registration of pesticides: This service area registers pesticide products intended for sale and use in Virginia. The service area also processes requests for special registrations including special local needs, emergency exemptions, and experimental use permits, through the US Environmental Protection Agency.

Business licensing: This service area licenses pesticide businesses in order to ensure the proper sale, distribution, and application pesticides.

Applicator training: In conjunction with the Virginia Cooperative Extension and private industry, this service area develops training and recertification courses for pesticide applicators.

Enforcement: This service area conducts application firm, producer establishment, and marketplace inspections; and investigates consumer complaints involving pesticides.

Education: Participates in outreach and educational opportunities for the general public focusing on the proper use of pesticides.

Products / Services					
Product / Service	Statutory Authority	Regulatory Authority	Required Or Discretionary	GF	NGF
Administration of the provisions of the Federal Insecticide, Fungicide and Rodenticide Act, including certification, registration, and enforcement	7 U.S.C. §136 (26); COV §3.2-3904; COV §3.2-3907; COV §3.2-3910; COV §3.2-3929; COV §3.2-3914; COV 3.2-3924	2 VAC 5-685-20; 2 VAC 5-685-130; 2 VAC 5-670-70; 2 VAC 5-680-20	Required	0	3,766,592

**Anticipated Changes**

Demand for program services are expected to grow as the population increases, economy improves, and industry grows.

**Factors Impacting**

None.

**Financial Overview**

The program is supported by the Pesticide Control Fund and federal grants.

Biennial Budget

	2019 General Fund	2019 Nongeneral Fund	2020 General Fund	2020 Nongeneral Fund

Initial Appropriation for the Biennium	0	3,758,899	0	3,758,899
Changes to Initial Appropriation	0	0	0	0

**Supporting Documents**

**Title** **File Type**

**Regulation of Feed, Seed, and Fertilizer Products [55706]**

**Description of this Program / Service Area**

This service area protects consumers from inferior products, fraud, deception, and illegal practices in the marketplace. Services include:

- Inspection and testing of feed, seed, animal remedies, fertilizer and liming materials
- Operation of the seed program including the seed laboratory
- Inspection of manufacturing facilities and processes
- Investigation or referral of consumer complaints
- Licensing and bonding of businesses buying fruits and vegetables

**Mission Alignment**

This service area directly aligns with the Virginia Department of Agriculture and Consumer Services' mission of providing consumer protection.

Authority: Title 3.2, Chapters 36, 37, 40, 47, 48, and 49.

**Products and Services**

**Description of Major Products and Services**

Registration of commercial feed, animal remedies, seed, fertilizer, and liming materials: The service area inspects retailers of agriculturally related products and retrieves samples of feed, seed, fertilizer and liming materials for testing to ensure that farmers and consumers receive truthfully labeled products. Inspection of commercial feed mills ensure that these products are manufactured and stored in a manner that prevents contamination and degradation. Manufacturing processes are also evaluated to measure compliance with the Current Good Manufacturing Practices program.

Administration of the Virginia Seed Law: This service area seeks to ensure that seed sold in Virginia meets federal and state requirements for purity, germination, kind, and variety. In addition, staff in the Seed Analysis Laboratory inspect seed for the presence of prohibited noxious weed seeds that could threaten Virginia's agriculture and the environment.

Licensing and bonding: This service area seeks to protect the assets of agricultural producers from unscrupulous business activities of dealers who buy and sell fruits or vegetables.

Complaint investigation and referral: This service area investigates all consumer complaints related to agricultural inputs, including animal illness or death or crop failures as well as unfair, deceptive, or illegal business practices.

Products / Services					
Product / Service	Statutory Authority	Regulatory Authority	Required Or Discretionary	GF	NGF
Registration, inspection, and testing of feed, seed, animal remedies, fertilizer, and liming materials. Investigation or referral of consumer complaints.	COV §3.2-3607; COV §3.2-3618; COV §3.2-3702; COV §3.2-4009; COV §3.2-4003; COV §3.2-4011; COV §3.2-4804; COV §3.2-4902; COV §3.2-4909		Required	0	1,435,402
Administration of the Virginia Seed Law including the seed laboratory	COV §3.2-4003		Required	587,456	125,988

**Anticipated Changes**

Demand for services is expected to increase in response to growth in the industry, population, and economy.

**Factors Impacting**

None.

**Financial Overview**

The program is supported by the general fund and license and fee revenue.

Biennial Budget

	2019	2019	2020	2020
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	General Fund	Nongeneral Fund	General Fund	Nongeneral Fund
Initial Appropriation for the Biennium	590,013	1,573,291	590,013	1,573,291
Changes to Initial Appropriation	0	0	0	0

**Supporting Documents**

**Title** **File Type**



**Charitable Gaming Regulation and Enforcement [55907]**

**Description of this Program / Service Area**

This service area promotes the integrity of charitable gaming activities in the Commonwealth. Services include:

- \* Registration of organizations that conduct charitable gaming, bingo callers, bingo managers, charitable gaming suppliers and manufacturers of electronic pull-tab systems.
- \* Inspection and training of organizations and individuals involved in charitable gaming
- \* Auditing of charitable gaming organizations, suppliers, and manufacturers of electronic pull-tab systems to ensure compliance with statutory and regulatory requirements, including financial reporting and use-of-proceeds
- \* Investigation of consumer complaints and violations of gaming statute and regulations.

**Mission Alignment**

This service area directly aligns with the Virginia Department of Agriculture and Consumer Services' mission of providing consumer protection.

Authority: Title 2.2, Chapter 24; Title 18.2, Chapter 8, Code of Virginia.

**Products and Services**

**Description of Major Products and Services**

Registration: This service area permits charitable gaming organizations, licenses manufacturers of electronic pull-tab systems, network bingo providers and suppliers, and registers bingo managers and bingo callers.

Inspection: This service area conducts on-site inspections of charitable gaming organizations and provides training for charitable gaming organizations regarding the conduct of gaming.

Audit: This service area conducts audits and financial reviews of charitable gaming organizations and conducts compliance reviews of charitable gaming manufacturers of electronic pull-tab systems and suppliers.

Investigation: This service area investigates citizen complaints and alleged violations of the charitable gaming statute or regulations.

Products / Services					
Product / Service	Statutory Authority	Regulatory Authority	Required Or Discretionary	GF	NGF
Licensing, registration, or permit required of organizations that conduct charitable gaming, bingo callers, bingo managers, charitable gaming suppliers, network bingo providers, and manufacturers of electronic pull-tab systems.	COV §18.2-340.25; COV §18.2-340.34; COV §18.2-340.34:1; COV §18.2-340.34:2	11 VAC 15-40	Required	244,103	0
Inspection and enforcement of organizations and individuals involved in charitable gaming. Investigation of consumer complaints and violations of gaming statute and regulations	COV §18.2-340.18		Required	163,137	0
Auditing of charitable gaming organizations, suppliers, network bingo providers, and manufacturers of electronic pull-tab systems to ensure compliance with statutory and regulatory requirements, including financial reporting, use-of-	COV §18.2-340.18		Required	360,383	0

proceeds.					
administration of charitable gaming regulations, including information technology	COV §18.2-340.18		Required	358,812	0
Regulation of fantasy sports	COV §59.1-556		Required	0	100,000

**Anticipated Changes**

The implementation of online applications for permitting, licensing, and financial reporting will improve the delivery of services.

**Factors Impacting**

The economic downturn and the aging of the bingo gaming population have contributed to reductions in gross revenues by permitted organizations.

**Financial Overview**

The program is supported by the general fund. Audit, administrative, and permit fees are deposited to the general fund, in accordance with the Appropriation Act.

Biennial Budget

	2019 General Fund	2019 Nongeneral Fund	2020 General Fund	2020 Nongeneral Fund
Initial Appropriation for the Biennium	1,116,859	100,000	1,116,859	100,000
Changes to Initial Appropriation	0	0	0	0

**Supporting Documents**

**Title** **File Type**

## General Management and Direction [59901]

### Description of this Program / Service Area

This service area includes the Commissioner's Office and other support offices that work with the Commissioner, Deputy Commissioner, and staff to provide the executive direction and philosophy for the operation of the department and to support the programs, initiatives, and direction of the Governor's Office and the Secretary of Agriculture and Forestry. In cooperation with the Secretary of Agriculture and Forestry, the Commissioner's Office serves as the liaison with the Virginia congressional delegation, U.S. Congress, and federal agencies on matters affecting Virginia agriculture. It also provides assistance to the Secretary of Agriculture and Forestry in the development of agricultural and consumer protection policy. Specific component offices within the Commissioner's Office include the Human Resource Office; Office of Internal Audit; Office of Communications; and the Office of Policy, Planning, and Research.

The service area also provides administrative and support services of a technical nature to all programs of the agency and works with the Commissioner's Office to ensure agency operations are conducted in compliance with state law, policy, and guidance from the Governor's Office and the Secretary of Agriculture and Forestry. These services are provided through the Office of Administrative and Financial Services, which includes these offices: Budget, Finance, Facilities Management and Capital Outlay, Purchasing and Support Services, and Information Systems.

In order to most efficiently manage expenditures for the department, the agency budgets for certain expenses centrally. Expenses budgeted in this service area include facility operation and maintenance; insurances; telecommunications; program, laboratory, and general office supplies; postage; rent; financial systems charges; and computer systems (including payments to the Virginia Information Technologies Agency).

This service area includes the positions and related resources for the division director's offices in the agency's four program divisions – Animal and Food Industry Services, Consumer Protection, Commodity Services, and Marketing and Development. Because the division directors provide general management and direction to all of the programs in each division (involving a significant amount of administrative work), the expenses of the offices are budgeted in this service area as opposed to being prorated among the related service areas.

### Mission Alignment

Executive direction and administrative support is given to the operational divisions to provide them with a framework and the necessary resources to meet the agency's mission. The Agricultural Stewardship Act Program within the Office of Policy, Planning, and Research is directly involved in environmental stewardship.

Authority: Title 3.2, Chapters 1, 5, 6, and 29; Title 10.1, Chapter 5, Code of Virginia.

### Products and Services

#### Description of Major Products and Services

Executive direction and philosophy for the operation of the Department.

Publications, news releases, print media, and broadcast media to increase public awareness of agency programs and services.

Human Resource Services to the agency, including recruitment and selection, classification and compensation, employee benefits, employee relations, employee development and training, and equal employment opportunity.

Audit and consulting services for agency management and operational areas.

Analyses of current and proposed state and federal laws, policies, programs and regulations related to agriculture and consumer protection for agency program managers.

Review and promulgation of state regulations pertaining to agriculture and consumer protection to meet the requirements of the Administrative Process Act.

Response to citizens' requests to the agency for information pursuant to the Virginia Freedom of Information Act.

Direction and coordination of the activities of the Division of Animal and Food Industry Services and the State Veterinarian's Office, the Division of Consumer Protection, the Division of Commodity Services, and the Division of Marketing and Development.

Support Services provided to agency operational areas that include: budgeting; financial accounting, processing and reporting; capital outlay and facilities management; information systems; purchasing; support services (mail room, print shop, fleet management, shipping and receiving; records management and telecommunications), and emergency services.

Development of agency policies and procedures to ensure compliance with statewide policies, regulations, and procedures, and interpretation of such for directors and managers.

Liaison services between the agency and central agencies (Department of Planning and Budget, Department of Accounts, Virginia Information Technologies Agency, Department of General Services, Department of Human Resource Management, Virginia Retirement System, and Virginia Department of Emergency Management).

Process and respond to complaints to the agency under the Agricultural Stewardship Act.

Administer the Virginia Industrial Hemp Law, providing opportunities for individuals interested in growing, dealing in, or processing industrial hemp.

Products / Services					
Product / Service	Statutory Authority	Regulatory Authority	Required Or Discretionary	GF	NGF
Executive direction and philosophy for the operation of the Department.	COV §3.2-102(A)		Required	679,930	0
Process and respond to complaints to the agency under the Agricultural Stewardship Act.	COV §3.2-400 et seq.		Required	404,150	0
Support Services to agency operational areas and centralized administrative costs	COV §2.2-614.4		Discretionary	5,707,799	1,797,330
Audit and consulting services for agency management and operational areas.	COV §3.2-102(A)		Discretionary	118,142	0
Direction and coordination of the activities of the Division of Animal and Food Industry Services and the State Veterinarian's Office, the Division of Consumer Protection, the Division of Commodity Services, and the Division of Marketing and Development.	COV §3.2-102(A)		Required	847,873	133,245
Review and promulgation of state regulations pertaining to agriculture and consumer protection	COV §2.2-4000 et seq.		Discretionary	345,534	0
Human Resource Services to the agency	COV §3.2-102(A)		Discretionary	355,467	0
Publications, news releases, print media, and broadcast media to increase public awareness of agency programs and services	COV §3.2-102(A)		Discretionary	221,066	0

**Anticipated Changes**

None.

**Factors Impacting**

Increasing demands such as central agency requirements and federal grants management continue to burden the limited personal services resources available in administration.

**Financial Overview**

Biennial Budget

	2019 General Fund	2019 Nongeneral Fund	2020 General Fund	2020 Nongeneral Fund
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Initial Appropriation for the Biennium	9,293,891	1,930,575	9,293,891	1,930,575
Changes to Initial Appropriation	0	0	0	0

**Supporting Documents**

**Title** **File Type**