

**Wyoming Department of Agriculture  
Annual Report  
FY2017**

**Director:** Doug Miyamoto

**Mailing Address:** 2219 Carey Avenue, Cheyenne, 82002

**Other locations:** Analytical Services in Laramie, State Fair in Douglas, Weights and Measures Lab in Cheyenne.

**Web Address:** <http://agriculture.wy.gov>

**Agency Contact:** Julie Cook, Administrative Manager, 777-6570

**Statutory References:** Chapters of Wyoming Statutes Titles 11, 35, 40, and 41 as well as Wyoming Child Care Licensing Rules (Chapter 8); Grade A Pasteurized Milk Ordinance; and Federal Meat Inspection Act.

**Clients Served:** Consumers and agricultural producers (safety of our food, water, and environment; integrity of weights and measures; specialty crop producers and farmers' markets; and agriculture and natural resources policy)

**Budget:** BFY17 budget is \$34,945,414 of which \$26,676,524 is general fund and the remaining from federal or other sources.

**Wyoming Quality of Life Result:**

Wyoming state government is a responsible steward of state assets and effectively responds to the needs of residents and guests.

Wyoming natural resources are managed to maximize the economic, environmental, and social prosperity of current and future generations.

**Contribution to Wyoming Quality of Life:**

The WDA is devoted to the promotion and enhancement of Wyoming's agriculture, natural resources, and quality of life.

**Basic Facts:**

WDA has six divisions with 87 positions, of which 8 are part-time and over 40 deployed around the state:

**Divisions:**

Administration (Admin): provides management and support to WDA divisions and includes grant writing to support specialty crops and agricultural producers and marketers

Analytical Services Lab (ASL): provides chemistry and microbiological data to support WDA regulatory programs and for the citizens of the state

Consumer Health Services (CHS): regulates and trains for consumer protection in Wyoming's food and environmental health industries

Natural Resources and Policy (NRP): reviews, analyzes, monitors, and comments on natural resource issues and provides training and expertise in rangeland monitoring

State Fair (SF): manages the facilities of State Fair Park for the citizens of Wyoming, offering year-around opportunities for use as well as the annual State Fair

Technical Services (TS): regulates and trains for consumer protection in Wyoming's agriculture and natural resources industries

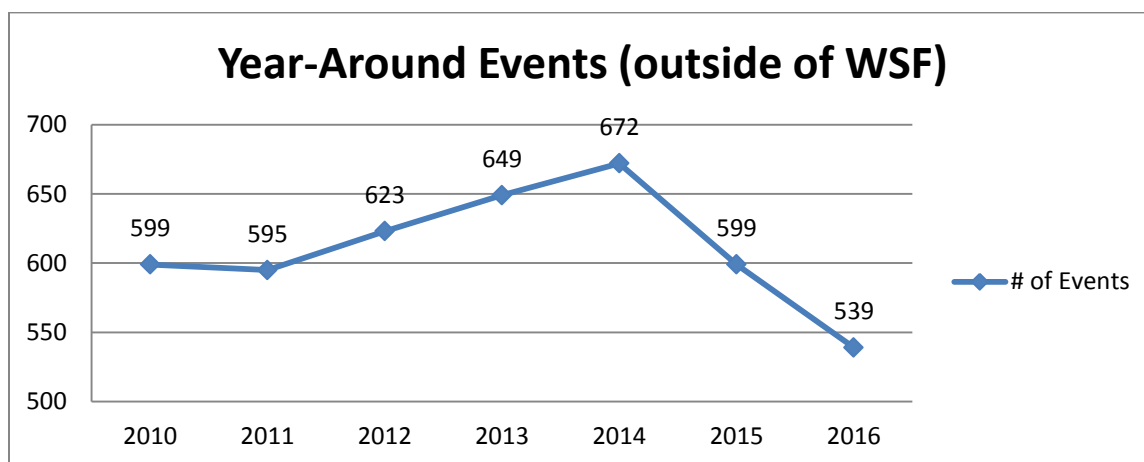
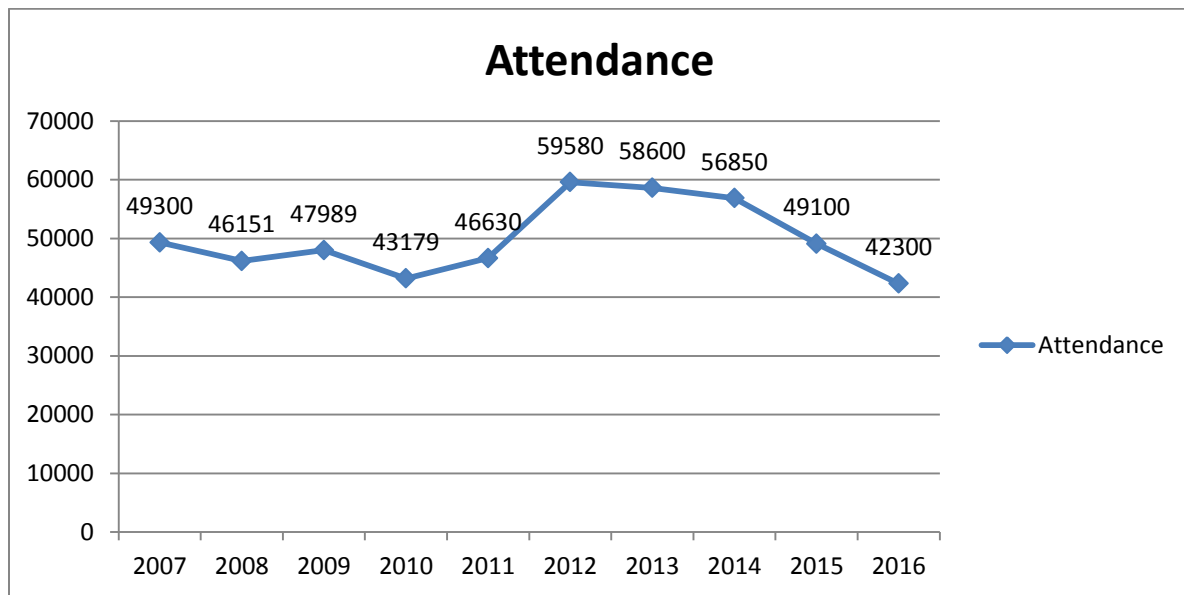
In addition, the Department supports activities of four affiliate organizations: Wyoming Ag in the Classroom (WAIC), Wyoming Beef Council (WBC), Wyoming Bean Commission and Wyoming Wheat Marketing Commission (WWMC).

The WDA's main functions are customer service, education, and program management. All divisions and affiliate organizations strive to offer Wyoming's citizens exemplary customer service: all divisions offer education for consumers and agricultural producers as well as professional development for staff: we share in the coordination and management of a diverse group of programs serving agriculture in Wyoming including 12 state boards, 34 conservation districts, 23 weed and pest districts, and 23 county predator/animal boards/commissions in addition to our affiliate organizations (WAIC, WBC, Bean Commission, WWMC).

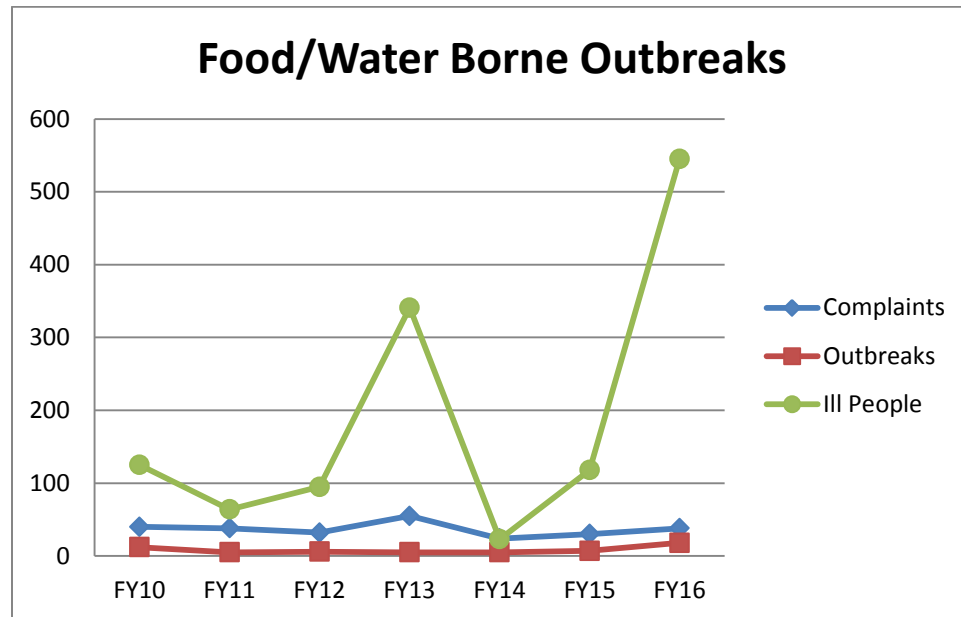
### **Performance Measure #1 Customer Service:**

The WDA's first goal is customer service. Externally, we serve the citizens of Wyoming through the regulatory functions of the WDA, for example, inspections and analytical testing, in CHS, TS, and ASL divisions. We serve agriculture producers through policy, advocacy, and specialty crop grants. State Fair continues to serve our state with year-around use of its venues. Internally, divisions coordinate with each other to coordinate delivery of programs and services to our customers.

A measure of customer service is the number of events hosted at State Fair Park as well as the attendance during the annual State Fair event.



One measure of food safety is the number of food/water borne outbreaks. CHS continues to work closely with the Wyoming Department Health (WDH) in the investigation and reporting of illnesses/outbreaks. As detailed below, the WDH received 30 complaints relating to food and water borne issues with seven (7) outbreaks involving 118 people. The number of outbreaks is monitored closely, given the increased concern in food safety nationally and our state's increased numbers of food producers.



### **Story behind the last year of performance:**

The WDA seeks to find new and improved ways to serve our customers and meet their ever-changing issues.

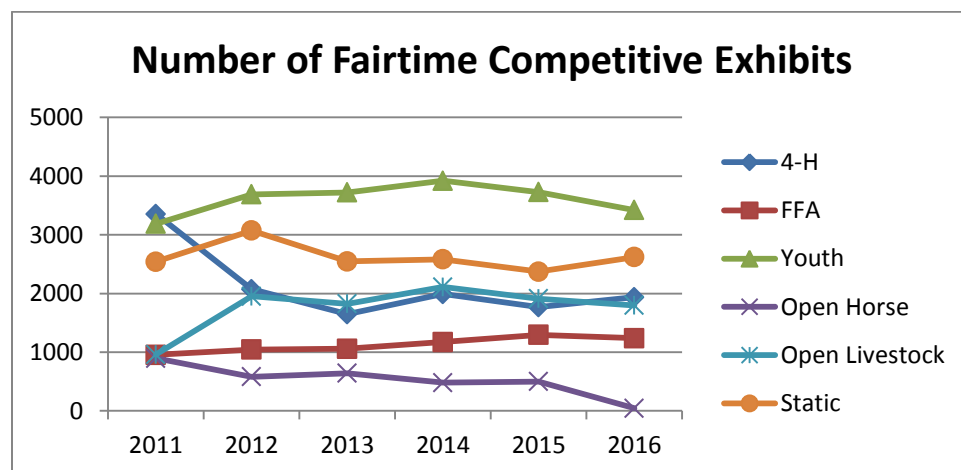
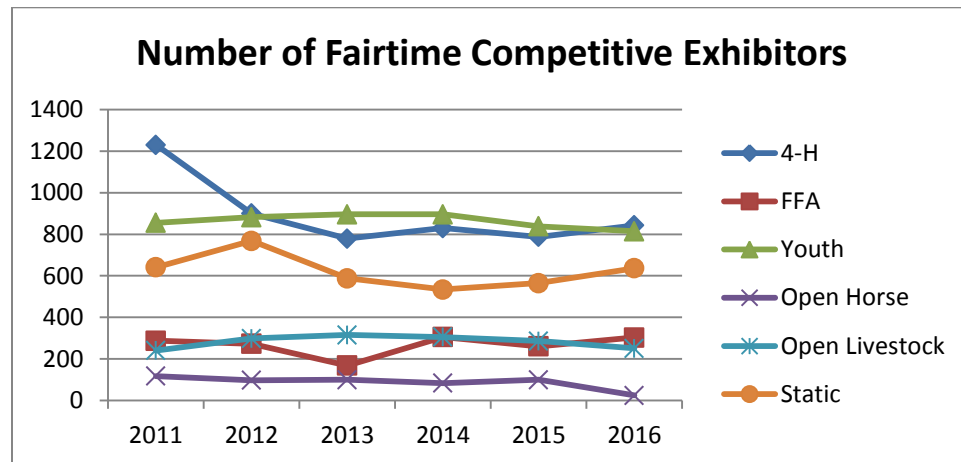
### **What has been accomplished?**

- ASL continues to work on improving sample turnaround time through cross training of staff into other sections to ensure results are being reported out in a timely fashion and more staff is trained on new technologies. This cross training is also improving our communication with our customers.
- ASL is also making better use of our Laboratory Information Management System (LIMS) to get comprehensive reports to our customers using email to enhance customer service.
- ASL continues to improve quality in the laboratory through our implementation of ISO/IEC 17025 accreditation standards and process/policies/forms and worksheets developed to address the standards. Strict and consistent commitment to ISO standards results in improved quality, more defensible results, and better customer communications through the laboratory.

- Admin has continued to cross train staff on additional duties and has worked on reorganizing to gain efficiencies and provided additional training for added duties to enhance customer service to the divisions.
- Admin completed approximately 475 contracts this year and supports 17 federal grants within the Department
- CHS has completed train the trainer for the new Food and Drug Administration – Food Modernization Act (FSMA) requirements. Training of the Food Safety Preventive Controls for Human Food course will be offered to food manufacturers and warehouse operators.
- CHS is in the process with a new inspection system to have a public portal on the Department's website to post routine inspections of retail establishments.
- NRP is assisting in leading the State's efforts on sage grouse management and implementation of the various federal land agencies sage grouse plans.
- NRP is leading the implementation of rangeland health assessment monitoring and applied agriculture research in Wyoming.
- Natural resource issues on over 8.0 million acres are being managed through the Coordinated Resource Management program and its process.
- NRP – Mediation Program has provided several mediation and facilitations services and conflict resolution training to various State and Federal Agencies alleviating staff conflicts and potential grievance processes or litigation.
- Major maintenance funds continue to improve State Fair venues for enhanced service to its customers year-around.
- TS, in response to federal regulation changes to the Pesticide Program, responded by increasing public and industry awareness of Worker Protection Standards changes through enhanced training and workshops.
- TS rolled out the enhanced licensing database system which includes public access to account records and the acceptance of credit card payments. First year data shows an average of over 40% of license holders prefer to pay for their license via online with a credit card.

### **Performance Measure #2 Education:**

Externally, the WDA seeks to educate citizens through policy analyses of federal projects, to showcase agriculture at SF, to provide consumer protection education, and to increase awareness of the role of agriculture in Wyoming. The SF is an optimal educational opportunity for the public. Hands on, experiential learning for both youth and adults is provided throughout the event. The SF hosts a number of exhibitors and exhibits during the annual event detailed in the two charts below.



### **Story behind the last year of performance:**

The WDA sponsors both internal (staff) and external (general public) educational events. External education includes mediation training to resolve disputes among agricultural producers and workshops on food safety for establishment employees. Internal education includes professional development and technical training. Internally, the WDA offers appropriate safety training, emergency planning, and other staff development opportunities.

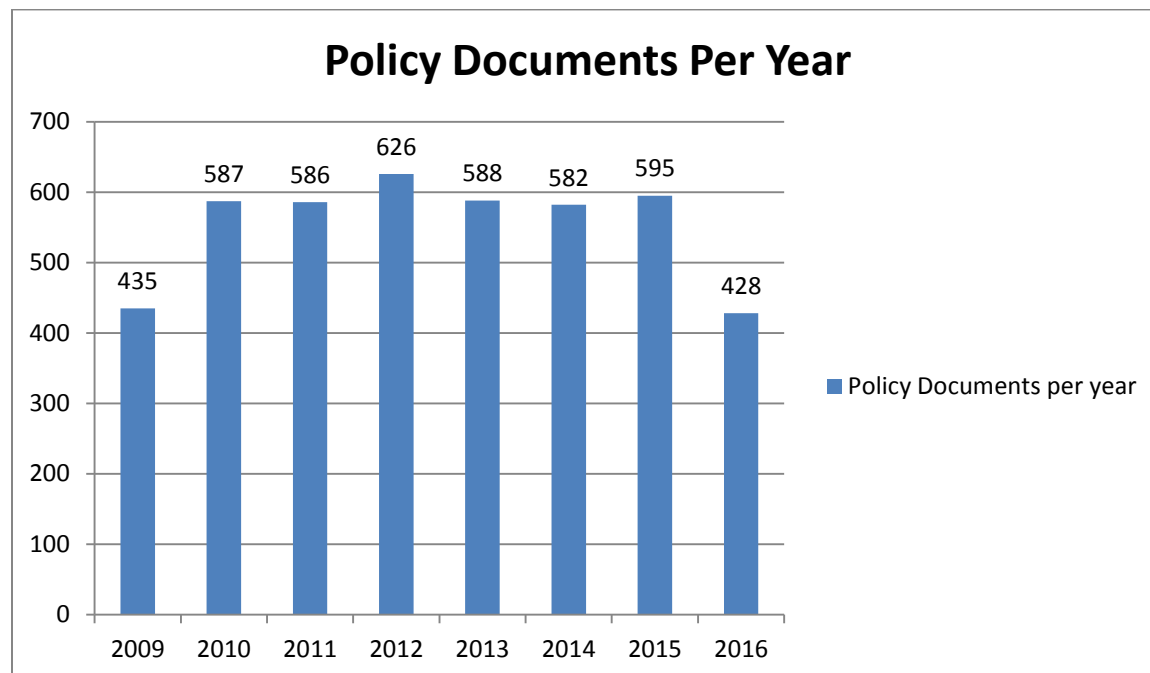
### **What has been accomplished?**

- All divisions sponsored technical, computer, and safety training events as well as cross-training opportunities for employees.

- Admin has four federal Specialty Crop grants that provide support and training to Wyoming producers. Education is provided in the areas of growing season extension with the hoop houses and how to construct them for the Wyoming climate as well as education on additional agricultural crops that can be grown in the state.
- ASL is actively cross-training laboratory scientist staff to work in multiple laboratory sections to ensure adequate staff are training and prepared to perform testing in an area they have not previously worked. This cross-training has been important due to staffing cuts.
- ASL continues active ISO/IEC 17025 accreditation education and planning for becoming fully accredited in 2018.
- ASL continues monthly safety training, participation in department safety committee and section safety surveys to ensure the safety of laboratory employees and facilities/equipment
- ASL continues to work closely with TS on pesticide complaints and other regulatory samples to ensure samples are properly collected and high quality results are being reported out quickly. Discussions between TS inspectors and ASL scientists are frequent to ensure ASL is running tests that are appropriate to the complaint being investigated.
- CHS continues to offer food safety and environmental health seminars for the establishments and the general public and on-going safety training for their staff members.
- CHS and NRP continue to publish their own newsletters electronically and in print for their constituents.
- NRP provided outreach and education to producers and local and state entities regarding the various sage grouse implementation plans.
- NRP provided mediation outreach training and enhanced conservation district supervisor training.
- NRP created a guide/brochure to assist producers with understanding and working with the federal land agencies, NEPA and permit renewal processes. This guide is called A Rancher's Guide to NEPA and Permit Renewals. In addition, we helped develop NEPA for Ranchers workshops throughout the state.
- State Fair continues to grow its educational outreach with FFA and 4-H through improved facilities and updated competitive events.
- TS worked closely with the University of Wyoming, Pesticide Education & Safety Program to implement a revised Worker Protection Standards training program for agricultural workers and employers. These revisions are a result of EPA enacting new federal regulations for pesticide applicator and worker protection.
- TS continues to coordinate with the UW-PSEP to update the training manuals for pesticide applicator certification. To date, 6 category manuals have been updated, with two more under draft. The total number for eventual updating and completion will be 32 category manuals. But, dependent upon the outcome of the final federal regulations for certification & training, the number of categories and associated training materials will likely increase.

### **Performance Measure #3 Program Management:**

The WDA continues to work with and coordinate 12 state boards and assists 34 conservation districts, 23 weed and pest districts, and 23 county predator/animal boards. As an example of coordination efforts, under the Federal Advisory Committee Act (FACA) rules, NR&P staff participates in the planning and implementation processes of federal actions that impact producers, local entities, and state and federal agencies. This planning involves reviewing, negotiating, and commenting on major Environmental Assessments, Environmental Impact Statements, and Land and Resource Management Plans. There has been a decrease in policy documents being issued by federal agencies due to the change in administration and the review of federal programs.



### **Story behind the last year of performance:**

The WDA's divisions provide coordination and leadership for a variety of constituent groups state-wide. Aware of its responsibilities, the divisions continue to grow strategies to meet agriculture's needs and skills to implement those strategies.

### **What has been accomplished?**

- Administration continues to monitor databases to track contracts, training, performance appraisals, and inventory.
- To implement the new fuel quality program, ASL and TS have collaborated on staff training, established a state-wide sampling schedule and shared space in order to test fuel samples from around the state.
- CHS continues to educate the public as well as establishments on food safety in order to protect our citizens from food borne illnesses. The division continues to work with the Dept. of Health and federal agencies on a variety of food issues and recalls.



- NRP continues to initiate or coordinate proactive work of policy analysts to maintain ag sustainability, continue a rangeland health monitoring program, water quality grant program and an applied agriculture research grant program.
- NRP worked with Conservation Districts and Watershed Improvement Districts on new legislation requirements for Special Districts. Provided employee and supervisor training to several special districts throughout the state.
- NRP created a guide/brochure to assist producers with understanding and working with the federal land agencies, NEPA and permit renewal processes. This guide is called A Rancher's Guide to NEPA and Permit Renewals.
- State Fair continues to perform major maintenance through cooperation with the Construction Management Division; and is reviewing capital construction and further major maintenance for a consistent architectural and visual theme across the entire fairgrounds.
- TS completed the formal adoption of the Chapter 1 Wyoming Bean Commission Rules.
- TS continues to review and revise current regulations to meet the Governor's rules reduction directive to streamline the regulatory environment as an effort to reduce and simplify regulations. Two (2) chapters (fuel quality, weed & pest) were noted under review in last year's annual report were amended and are currently undergoing the stages of rule adoption, and one chapter was requested by industry to be amended is also near completion.
- TS, through 2017 legislative action, is in the early stages of working on developing the new Hemp Farming Program.

