

1-15-25 NASDA Supervisor Meeting

Wednesday, January 15, 2025 10:00 AM

- **Attending - NASS side** (Mike, Brooke, Adam, Marlo, Ty, Ben T., Nathaniel, Brandy, Katherine)

Project Code - 363 for this meeting

- **Welcome - Management**

Marlo - Happy New Year!

I participated in the Michigan Agri-Business Association Winter Conference. Met farmers from all of Michigan. They had a lot of good comments about the enumerators. Please tell them thank you!

- **State Statisticians**

- Nathaniel -
 - Indiana horticulture conference today and yesterday - putting PR out there about Census of Hort
 - Will be attending Ft. Wayne farm show with Purdue extension coming up
- Ben T. -
 - Will be attending Ft Wayne farm show as well
 - Ohio Pork Congress in Lima Feb 4-5
 - Ohio Ecological Food Farm association in Newark Feb 13-15
 - OH Beef Expo March 14-16 @ state fairgrounds
 - Let Ben T. know about field days, tours, etc for Ohio events

- **Previous Meeting Issues/Follow up - All**

- **Office Updates and Remarks - All present**

- Enumerator Efficiency Report for your employee reviews: I will provide at a minimum a response rate report, and at most a cost report as well if all the stars align in early January.

- **BAT Updates - Katherine**

- Terminations - great job clearing up. When there are breaks in between surveys, there are lots of requests for various forms. These forms have short turnaround times - so these forms need to be sent to Katherine with other proper paperwork in the correct order
 - 1 - Please let Katherine know ASAP when someone needs to be terminated. If you need NASS-002 form created let Katherine know.
 - Effective date - date you want form to be effective (example if person is terminating Jan 1, but has worked in that pay period, will adjust the date.
 - Reason - retiring, quitting? Need to know specifics to fill out state/benefit forms and to cover legal aspects. Need form of resignation if resigning. Please do not accept just a text message - you must have an email instead of text.
 - Sign and date.
 - Then take photos, email, or text to Katherine 734-972-3979.
 - Employees usually apply for benefits really quickly after terminating, so being quick on terminations is essential.
- New Mileage rates and pay raises will be reflected in this Friday's paycheck.

- Double check your increases!
- New promotion system, so the reports are different now and have not been able to pull like we have in the past.
- Lauren J. - stated new pay rate was in effect, but mileage was not.
- **NASDA Coordinator Update** - Brooke
 - Weekly email went out this morning.
 - **Will be on leave (DISNEY WORLD)! Will be back on 1/23.**
 - Please contact Brandy Dishman (NASDA Backup) or Mike/Adam or survey lead contact.
 - Row Crops CAPS/CE - low January budget allocation, had to stop data collection immediately unfortunately. If you get callbacks, reach out to office and we will submit it over the phone. No more outgoing data collection for this survey. Any work for this project code needs to be charged to another project at this point
 - Harassment training from Charlie (Charlies email came on 1/14) and email from Easy Llama (first email came on 1/13)- email has link inside to take training. You may claim 2 hours using project code 350 for harassment training.
 - February packets will be shipped 1/22 or 1/23
 - Time sheets - keep checking project codes and mileage - be mindful about how much mileage/time is being charged, esp for ARMS III.
 - Out of business forms - Still put operations out of business using CAPI/paper form, however the survey is collecting data. We still need to have out of business paper forms (standalone forms) shipped to East Lansing. For these forms, we are now asking you to use business reply envelopes (regular USPS NOT UPS) to save on shipping costs. We will be sending out East Lansing business reply envelopes for these out of business forms. Use up to 7 OOB forms in each business reply envelope, if you have more than 7, use a new business reply envelope.
 - Friday Feedback - some new hires were not getting FF emails. Office staff will pull new listing of enumerator emails for Friday feedback to get link emailed to them. List will be refreshed starting this week. FF is also on the Purdue Website if someone is not receiving emails.
- **Survey Updates** - Mike/Office Staff
 - Timeline of large survey projects -
 - Veg PDI
 - 68% usable complete rate in 2024 v 70% in 2023, great job and thank you.
 - **Now:**
 - January Cattle Report (150)
 - January Milk Production Report (178)
 - January Sheep & Goat Report (155)
 - Quarterly Colony Loss (115)
 - Bee & Honey Inquiry (196)
 - VCUS, CEAP Status current
 - <https://surveydash.nass.usda.gov/>
 - Census of Horticulture data collection Enumeration Dates: December 30 - March 31
 - Response is required
 - More info on Purdue Site
 - Receiving lots of calls for blank questionnaire. However, we have a small supply of blank questionnaires.
 - Operations were mailed postcards on 12/16 from HQ.
 - HQ JUST mailed questionnaires on 1/8

- We are also aware of some mail/USPS backups in Ohio/Indiana due to large amounts of snowfall
 - December County Estimates came back and then went away! Our budget allocation was very small for Jan 2025 and we ran out of money quickly unfortunately. Thanks for all the work you were able to do up until this point.
- **Soon:**
 - February 1 Survey Materials shipped via UPS by Thursday 1/23 next week.
 - ARMS III Questionnaires and Training Materials
 - Turkeys Raised (153)
 - Hemp PDI (947)
 - Trout Production (MI only) (170)
 - Potato Stocks (MI Only) (195)
 - Fruit PDI (MI Only) (134)
 - Berry PDI (MI Only) (134)
 - ARMS III Training Format
 - **2 hours of ARMS III Train the Trainer on 1/29 from 10 AM - Noon eastern time**
 - 8 hours per enumerator at your discretion (can be less for experienced folks, more for newer) from 1/30-2/15
 - **ARMS III 2nd mailing is scheduled for 2/6**, can decide to contact before or after dependent on enumerator and relationship with operator, but with a tight budget it may be wise to let the mail work as much as possible.
 - **We will send ARMS III Training supplies either 1/22 or 1/23** with other February survey work.
 - ARMS III Data Collection Plan
 - **Start after training is complete (between 1/30 and 2/15) until ~4/15/25 (firm date TBD)**
 - Must phone first to set up appointment unless you are driving by for another survey
 - We have roughly 1/2 the \$/sample that we did for last year's data collection, need to be frugal again
 - **Responses are REQUIRED for both surveys**
 - Perhaps instruct folks to highlight that word 'required' since it is not in bold or very obvious)
 - ARMS III looks very similar to TOTAL forms, both say TOTAL on the top.
 - ARMS III version looks like this (Has Costs and Returns Report - Version 1 on top and is 24 pages long and is blue-ish :

OMB No. 0535-0240: Approval Expires 10/31/2027

2024 TENURE, OWNERSHIP, AND TRANSITION OF AGRICULTURAL LAND (TOTAL)	
SURVEY CODE: <div style="border: 1px solid black; height: 20px; margin-top: 5px;"></div>	<div style="text-align: right; font-size: small;"> Costs and Returns Report – Version 1 Project Code: 904 (09/28/2024) </div>

- TOTAL landlord version looks like this - is 12 pages long and green-ish:
 - ◆ Verrrry few being handled by local enumeration (if any), mostly being handled by calling centers

2024 TENURE, OWNERSHIP, AND TRANSITION OF AGRICULTURAL LAND

SURVEY CODE:

www.agcounts.usda.gov

- **Later:**

- March surveys
 - Crops APS, Hogs

- **Supervisor Share / Open Forum - NASDA**

- How are things going in your area? Any info to share?
- Denise - want to share the USDA X (old twitter) page - there is a lot of good NASS and other USDA info/data

- **Deputy Updates - Deputies**

- Adam -
 - TOTAL confusion! ARMS III Version has Cost and Returns in the top right and is Blue
 - Despite having short budgets, we are managing to publish more counties than last year for county estimates. We will continue to come up with ideas to be efficient as possible with our data collection efforts and still produce quality data.
- Ty -
 - Participated (lead!) Cross Collaboration team for ARMS III training materials. Lots of training videos and PowerPoints will be posted to our Purdue site very soon.
 - Have received TOTAL questions from landlords, and some ARMS III/TOTAL operators in the office.
 - Good luck!

- **Open topics -All**

- Reminder! **Project Code is 363 for this meeting**
- Next meeting **2/12 @ 10 AM** - will begin with ARMS III follow up session with Alan and other ARMS III team members after you and your folks have reviewed ARMS III training materials.

- **Closing - Mike**