

**VIRGINIA EMPLOYMENT COMMISSION
P.O. Box 1358
Richmond 23218-1358**

February 12, 2004

FIELD OPERATIONS BULLETIN NO. 1-04

TO: Regional Directors and Field Office Managers

FROM: M. Coleman Walsh, Jr.
Assistant Commissioner for Field Operations

SUBJECT: Migrant and Seasonal Farmworker Estimates/Outreach Counties for
Program Year 2004

Instructions for conducting the subject estimate for PY04 are provided below:

Estimates for each county will be developed only by the field offices listed below. Each field office will survey the counties listed and assigned to it for MSFW Outreach. All estimates from all sources must be consolidated by FPS or FO staff and reported as a consensus for each individual county. Submit only one report for each county (format enclosed). List all the agencies/ individuals consulted at the bottom of each county report. Consultations with Extension Agents and with WIA 167 (Telamon, Inc.) are mandatory. Input from agricultural associations, growers, and any other groups with an interest in farmworkers is strongly recommended. Personal meetings with Extension Agents and Telamon staff are mandatory where feasible, and optional for other sources of this information.

Again for this season, review the crop locations listed in "Virginia Agricultural Statistics Service-County Data 2003",
at: www.nass.usda.gov/va/tblecnts.htm for farmwork and farmworkers as defined at 20 CFR 651.10. **Strict adherence to the definition of MSFWs is essential to the validity of this estimate which includes all farmworkers, not just those currently working.** Field office managers must insure that each county covered by their field office is surveyed. Where there is a staff vacancy, consult with the regional director for support. Reports are due to Jack Turner in the Central Office no later than March 15, 2004.

FIELD OFFICES - COUNTIES

<u>Bristol Field Office</u>	Lee, Scott, Wise, Washington, Smyth, Russell, Dickenson, Buchanan, Bland, Wythe, Tazewell, Carroll, Pulaski, Grayson
<u>Roanoke Field Office</u>	Montgomery, Floyd, Franklin, Roanoke, Craig, Alleghany, Botetourt, Giles, Bath, Bedford, Rockbridge
<u>Warsaw Field Office</u>	Richmond, Westmoreland, Northumberland, Lancaster, Essex, Middlesex, Mathews, King and Queen, Gloucester, King William, Caroline, Spotsylvania, Stafford, King George
<u>Charlottesville Field Office</u>	Albemarle, Louisa, Orange, Greene, Amherst, Madison, Culpeper, Fluvanna, Nelson, Buckingham
<u>Danville Field Office</u>	Pittsylvania, Henry, Patrick, Halifax, Campbell, Charlotte
<u>South Hill Field Office</u>	Mecklenburg, Lunenburg, Prince Edward, Brunswick, Nottoway, Amelia, Greenville, Powhatan, Appomattox, Cumberland
<u>Tri-Cities Field Office</u>	Prince George, Chesterfield, Dinwiddie, Goochland, Henrico, Hanover, Surry, Sussex, Southampton, Isle of Wight, Charles City, New Kent, James City, York, Cities of Suffolk, Va Beach, Chesapeake.
<u>Winchester Field Office</u>	Frederick, Shenandoah, Rockingham, Highland, Augusta, Page, Warren, Clarke, Loudoun, Fauquier, Prince William, Fairfax, Rappahannock
<u>Onley Field Office</u>	Northampton, Accomack

Expiration Date: June 30, 2005

Migrant and Seasonal Farmworker Estimate

Virginia - 2004

_____ County
_____ Date
_____ VEC Staff
_____ Extension Agent
_____ WIA 167

Listed below is the best estimate of MSFWs and H-2A workers by VEC Farm Placement Staff in consensus with other knowledgeable organizations and individuals:

Seasonal Farmworker (Non H-2A) in the County:

_____ Total Unduplicated Count: 2004
_____ Peak Count: 2004
_____ Total Non-Working Family Members: 2004

Migrant Farmworkers (non H-2A) in the County:

_____ Total Unduplicated Count: 2004
_____ Peak Count: 2004
_____ Total Non-Working Family Members: 2004

H-2A Farmworkers in the County:

_____ Total Unduplicated Count: 2004
_____ Peak Count: 2004

Identify below all individuals and organizations not listed above that you consulted with in arriving at this estimate.

EST PY04