

## Job Approval Matrix for Soil and Wetland Investigations

NAME	OFFSITE- DETERMINATION & DELINEATION	SOILS- DETERMINATION & DELINEATION	VEGETATION- DETERMINATION & DELINEATION	HYDROLOGY- DETERMINATION & DELINEATION	WETLAND LABELS	SCOPE & EFFECT	MINIMAL EFFECT
Brad Duncan, WA	3	3	1	2	3	3	3
Jenifer Coleson, WA	1	1	1	1	1	1	1
Les Hannemann, WA	1	1	1	1	1	1	1
Erik Dahlke, MLRA	1	3	2	1	1	0	0
Dan Ufnar, MLRA	2	3	2	2	1	0	0
K Harrington, MLRA	2	3	2	2	2	2	2
Scott Bare, MLRA	2	2	2	2	2	2	0
Marty Chaney, WA	0	0	3	0	0	0	0
Richard Fleenor, WA	0	0	2	0	0	0	0
Kathy Pendergrass, OR	0	0	3	0	0	0	0

<b>JAA 1</b>	Has successfully attended basic training but lacks the experience to conduct the WCC task without direct oversight. Level 1 is considered a training phase to obtaining a JAA 2/3. Work requires onsite supervision by a JAA 2 or 3 wetland specialist. When supervised by a JAA 2 specialist, documentation will be reviewed by a JAA 3 specialist.
<b>JAA 2</b>	Has successfully completed all required training, and has demonstrated proficiency in applying the task with limited oversight. Task completion requires review and signatory authority of a JAA 3 wetland specialist.
<b>JAA 3</b>	Has successfully completed all required training including updated courses, and has demonstrated proficiency in independently applying the WCC task. JAA 3 will have signatory authority as the Designated Conservationist and will be expected to assist in providing training opportunities to staff at JAA 1/2.

## WA Contact List for Soil and Wetland Investigations

Mar 2015

### Investigation Process:

All requests for both soil and wetland investigations will begin at the field office level. These requests for assistance will be routed through the field office to the Point of Contact (POC) designated for their area as identified on the Soil and Wetland Investigation Flow Chart. To ensure separation of duties, wetland determinations will not be completed by local FO staff.

**The area POC will contact the appropriate employee(s) from this list to complete the investigation.**

NRCS Employee	Title	NRCS Office	Email Address	Phone Number
Brad Duncan	WA Assistant State Soil Scientist	Spokane SO	<a href="mailto:brad.duncan@wa.usda.gov">brad.duncan@wa.usda.gov</a>	509-323-2982
Jenifer Coleson	WA Environmental Specialist	Spokane SO	<a href="mailto:jenifer.coleson@wa.usda.gov">jenifer.coleson@wa.usda.gov</a>	509-323-2964
Les Hannemann	WA Soil Conservationist	Spokane AO	<a href="mailto:les.hannemann@wa.usda.gov">les.hannemann@wa.usda.gov</a>	509-343-2268
Richard Fleenor	WA Plant Material Specialist	Spokane SO	<a href="mailto:richard.fleenor@wa.usda.gov">richard.fleenor@wa.usda.gov</a>	509-323-2965
Erik Dahlke	MLRA Soil Survey Leader	MLRA Olympia	<a href="mailto:erik.dahlke@wa.usda.gov">erik.dahlke@wa.usda.gov</a>	360-704-7789
Dan Ufnar	MLRA Soil Scientist	MLRA Olympia	<a href="mailto:daniel.ufnar@wa.usda.gov">daniel.ufnar@wa.usda.gov</a>	360-704-7755
Keith Harrington	MLRA Soil Scientist	MLRA Pasco	<a href="mailto:keith.harrington@wa.usda.gov">keith.harrington@wa.usda.gov</a>	509-545-8546 x113
Scott Bare	MLRA Soil Scientist	MLRA Spokane	<a href="mailto:scott.bare@wa.usda.gov">scott.bare@wa.usda.gov</a>	509-924-7350 x131
Marty Chaney	WA Agronomist	Olympia AO	<a href="mailto:marty.chaney@wa.usda.gov">marty.chaney@wa.usda.gov</a>	360-704-7751
Kathy Pendergrass	OR Plant Material Specialist	Portland OR	<a href="mailto:kathy.pendergrass@or.usda.gov">kathy.pendergrass@or.usda.gov</a>	503-414-3266
Kevin Sullivan	WA State Soil Scientist	Spokane SO	<a href="mailto:kevin.sullivan@wa.usda.gov">kevin.sullivan@wa.usda.gov</a>	509-323-2981
Bonda Habets	WA State Resource Conservationist	Spokane SO	<a href="mailto:bonda.habets@wa.usda.gov">bonda.habets@wa.usda.gov</a>	509-323-2961

## Job Approval and Required Training Matrix for Soil and Wetland Investigations

	TRAINING	OFFSITE- DETERMINATION & DELINEATION	SOILS- DETERMINATION & DELINEATION	VEGETATION- DETERMINATION & DELINEATION	HYDROLOGY- DETERMINATION & DELINEATION	WETLAND LABELS	SCOPE & EFFECT	MINIMAL EFFECT
Criteria for JAA 1	Wetland Identification for Food Security Act Purposes – Phase 1: Basic Concepts (NEDC-000268)	-	-	-	-	-	-	-
	Wetland Delineation: National Food Security Act Purposes – Phase 2: Application (NEDC-000254) (5-day field/classroom)	1	1	1	1	1	1	1
Criteria for JAA 2	Demonstrated proficiency in wetland delineation /determination skill(s) (Proficiency will be determined by a JAA 3 Specialist after employee has conducted or assisted with a minimum of 2 wetland determinations)	-	-	-	-	-	-	-
	Hydric Soils for Wetland Delineation (NEDC-000022) or equivalent.	-	2	-	-	-	-	-
	Wetland Plant ID (NEDC- 000035) or equivalent.	-	-	2	-	-	-	-
	Hydrology Tools for Wetland Restoration & Wetland Determination (NEDC - 000025) or equivalent.	-	-	-	2	-	-	-
	OJT* or formal training	2	-	-	-	2	2	2
Criteria for JAA 3	Demonstrated proficiency in wetland delineation /determination skill(s) (Proficiency will be determined by a JAA 3 Specialist after employee has conducted or assisted with a minimum of 3 wetland determinations)	3	3	3	3	3	3	3
	Advanced Wetland Policy Workshop (Recommended)	-	-	-	-	-	-	-
	NAD Appeals Training (Recommended)	-	-	-	-	-	-	-

**\*OJT training will be documented with the following information: Date and Location of training, who delivered the training, number of training hours, and topics covered.**

<b>JAA 1</b>	Has successfully attended basic training but lacks the experience to conduct the Wetland Conservation Compliance (WCC) task without direct oversight. Level 1 is considered a training phase to obtaining a JAA 2/3. Work <b>requires onsite supervision</b> by a JAA 2 or 3 wetland specialist. When supervised by a JAA 2 specialist, documentation will be reviewed by a JAA 3 specialist.
<b>JAA 2</b>	Has successfully completed all required training, and has demonstrated proficiency in applying the task with limited oversight. Task completion requires review and signatory authority of a JAA 3 wetland specialist.
<b>JAA 3</b>	Has successfully completed all required training including updated courses, and has demonstrated proficiency in independently applying the WCC task. JAA 3 will have signatory authority as the Designated Conservationist and will be expected to assist in providing training opportunities to staff at JAA 1/2.