



ADMINISTRATION
GAS AND OIL
GEOLOGY AND MINERAL RESOURCES
MINED LAND REPURPOSING
MINERAL MINING
COAL MINE SAFETY
OFFSHORE WIND
STATE ENERGY OFFICE

COMMONWEALTH OF VIRGINIA

Virginia Department of Energy

900 Natural Resources Drive, Suite 400
Charlottesville, Virginia 22903
(276) 523-8100
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COMMUNICATION MEMORANDUM - NO. 02 - 2024

TO: All Licensed Operators
FROM: James P. Skorupa, Director
DATE: May 14, 2024
SUBJECT: Operator Assistance Manual

A handwritten signature in black ink, appearing to read 'James P. Skorupa', written over the 'FROM:' field.

The Virginia Department of Energy's Mineral Mining Program has revised our Operator Assistance Manual. The former one had become outdated and needed to be made current. The current Operator Assistance Manual is ready and now available to all mine operators, contractors, engineering firms, or anyone interested in best practices.

For your convenience, the Operator Assistance Manual can be found on our website under [Resource Materials](#), along with other guidance documents and materials. It is in PDF format which can be viewed, downloaded, or printed. In addition, you can find a link to the Operators Assistance Manual on our [mobile friendly page](#), in a format more easily accessed on a mobile device. We encourage our mine operators to use our website to access this information.

Should you have any questions, please contact our Mineral Mining Office Staff or your local Area Compliance/Assistance Specialist. Please see the attached Area Map with contact information for Mineral Mining personnel.



MINERAL MINING PROGRAM MINE INSPECTOR MAP

Virginia Department of Energy
Mineral Mining Program
900 Natural Resources Drive, Suite 400
Charlottesville, VA 22903
(276) 523-8100

Phil Skorupa, Director, (276) 393-5504
Paul Saunders, Safety & Permitting Manager, (276) 639-9377
Debbie McGann, Permitting Specialist, (434) 996-5910
Renee Savage, Training & Certification Specialist, (540) 910-5422
Jeff Stewart, Training & Certification Manager, (434) 996-5696
Chrissi Wood-Smith, Technical Services Manager, (434) 987-3507
Jon Steinbauer, Orphaned Land Specialist, (540) 910-5421

- Area 1, Eric Snowadzky, (276) 870-6493
- Area 2, Willie Cochran, (540) 750-6637 - West Lead Inspector
- Area 3, Bentley Smith (434) 907-2197
- Area 4, Matt Kretsch, (540) 547-1198
- Area 5, Jason Weir, (434) 808-2104
- Area 6, Bruce Hutcheson, (540) 487-6220
- Area 7, Jason Franklin, (540) 614-3972
- Area 8, James Schaefer (804) 659-4311 - East Lead Inspector
- Area 9, Preston Bristow, (804) 724-0516
- Area 10, Sarah Hamm, (804) 731-6835
- Area 11, Rachael Winall (757) 758-4003
- Area 12, Cale Moore, (804) 659-4310

