



Board of Livestock Meeting

Agenda Request Form

From: Mike Spatz		Division/Program: New Business-Executive Officer Updates to Board			Meeting Date: 6/20/2023		
<u>Agenda Item:</u> Human Resources Updates							
Background Info: <ul style="list-style-type: none"> Staff Openings, Recruitment and General Updates 							
Recommendation: n/a							
Time needed: 15 min	Attachments:	Yes X	No	Board vote required:	Yes	No X	
<u>Agenda Item:</u>							
Background Info:							
Recommendation:							
Time needed:	Attachments:	Yes	No	Board vote required:	Yes	No	
<u>Agenda Item:</u>							
Background Info:							
Recommendation:							
Time needed:	Attachments:	Yes	No	Board vote required?	Yes	No	
<u>Agenda Item:</u>							
Background Info:							
Recommendation:							
Time needed:	Attachments:	Yes	No	Board vote required	Yes	No	



DOL Board Meeting June 20, 2023



Human Resource Update:

-Staff Openings, Recruitment and General Updates.



Staff Openings and Recruitment

Currently, DOL is actively recruiting for 7 positions.

Compliance Technician	23141816	Open
State Veterinarian- Helena	23141596	Open
Livestock Investigator- District 9 (Beaverhead and West Madison County)	23141262	Open
Meat Poultry Relief Inspector- Kalispell	23141198	Open
Meat Poultry Relief Inspector- Gallatin County Area	23140565	Open

APR. 26, 2023 TO JUN. 20, 2023

- ✓ DOL had 2 Internal Promotions and 0 new hires since the last board meeting.
- ✓ DOL has had 4 newly vacated positions.
- ✓ 1 future vacancy- (Animal Health)



Mid-Year Performance Check-In Process- Talent

As of June 1, 2022, the 2023 Mid-Year Performance Check-ins are now being completed in the State of Montana Talent System.

It is expected that all Department of Livestock employees participate in the check-in process.

- 1** Managers and employees are encouraged to complete check-ins by July 31, 2023
- 2** This process is to outline accomplishments achieved during the first half of the year and identify development opportunities for the remainder of the year.
- 3** Livestock employees will also use this time to edit or create goals for remainder of 2023.
- 4** Year- end evaluations will become available by Nov. 1, 2023.



Livestock Attorney – Position Update

DESIRED ESSENTIAL DUTIES FOR LIVESTOCK

- ✓ Represent and perform legal work for all divisions within the Department.
- ✓ Provide sound and defensible legal advice.
-Agency, Enforcement and Personnel Issues.
- ✓ Assist in Contract Negotiations.
- ✓ Assist with agency complaints.
- ✓ Public records requests.

Pay Range- Per Current Market

\$66,151 - \$114,696 / Annually

CURRENTLY STILL IN THE JOB DESCRIPTION CREATION AND CLASSIFICATION STAGE- (JD ATTACHED)

<input type="checkbox"/> Lawyer 1 G11011
<input type="checkbox"/> Assist or collaborate with other attorneys during trials and appeals. <input type="checkbox"/> Represent clients during administrative hearings, court, or other legal proceedings. <input type="checkbox"/> Handle cases with substantial legal precedent.

<input type="checkbox"/> Lawyer 2 G11012
<input type="checkbox"/> Analyze, interpret, and advise about new laws that have no case precedent. <input type="checkbox"/> Assign, manage, lead or sole attorney in cases such as death penalty, life in prison, class-action lawsuits, high-profile cases, or cases involving significant liability exposure. <input type="checkbox"/> Serve as legal advisor across multiple fields of law. <input type="checkbox"/> May plan, develop, and accomplish the agency's overall litigation strategy. <input type="checkbox"/> May handle cases at the Montana Supreme Court. <input type="checkbox"/> May serve as the agency's principal legal advisor in a field of law.

DEPARTMENT OF LIVESTOCK JOB DESCRIPTION



Montana state government is an equal opportunity employer. The State shall, upon request, provide reasonable accommodations to otherwise qualified individuals with disabilities.

Job Title: Attorney

Department: Department of Livestock

Position Number: 563000???

Location: Helena

Division and Bureau: Central Services Division

Overview of the Department: The Department of Livestock is responsible for the control and eradication of animal diseases, the prevention of the transmission of animal disease to humans and for the protection of the livestock industry from theft and predatory animals.

Job Overview: The Attorney for the Department of Livestock is the sole legal counsel for the agency and performs professional legal work for all Divisions within the Department as well as any boards and committees attached to the Agency for administrative purposes. This position represents the Agency on all issues presented, ranging from regulatory enforcement, as well as personnel discipline, termination proceedings and the draft, review, and interpretation of administrative rules. The Attorney for the Department of Livestock must have the ability to provide sound legal advice and has the responsibility of effectively arguing the position of the Agency on a number of various presented issues.

Essential Functions (Major Duties or Responsibilities):

A. Department Legal Counsel:

(70%)

- Represents the agency in court, at hearings, or before other government entities.
- Reviews and prepares legal documents, opinions, forms, contracts, permits, and other legal agreements.
- Prepares appropriate findings of fact, conclusions of law, orders for judgement(s) after administrative and court proceedings.
- Prepares evidence, exhibits, and legal documents necessary to litigate cases and argue the position of the agency.
- Interprets and applies state and federal laws and administrative rules.
- Drafts or reviews administrative rules.
- Interviews parties, witnesses, and experts involved during the legal proceedings.
- Receives, researches, and responds to questions or complaints; provides information, explains policy and procedure, and/or facilitates a resolution.

- Provides consultation, make recommendations, give appropriate legal advice, settlement negotiations, and/or facilitates legal decisions.
- Assist or collaborate with other attorneys during trials and appeals.
- Represents clients during administrative hearings, court, or other legal proceedings.
- Handles cases with substantial legal precedent.
- Analyze, interpret, and advise about new laws that have no case precedent.
- Plan, develops, and accomplishes the agency's overall litigation strategy.
- Serves as the agency's principal legal advisor in a field of law.
- Assign, manage, lead or sole attorney in cases such as death penalty, life in prison, class-action lawsuits, high-profile cases, or cases involving significant liability exposure.
- Serve as legal advisor across multiple fields of law.
- May handle cases at the Montana Supreme Court.

B. Public Records Requests: (20%)

- Responsible for...

C. Other Duties as Assigned. (10%)

Physical and Environmental Demands:

The position primarily works in a standard office environment, however, may occasionally spend significant time offsite in court, for hearings or negotiations. Travel out of town or state is minimal, however may be required on occasion. Fluctuation in workload may require more than 40 hours of a work week when necessary and may require exposure to stressful situations.

Knowledge, Skills, and Abilities (Behaviors):

Required for the first day of work:

- Knowledge of legal research methods and techniques; of court, hearing, and legislative proceedings; of state and federal statute, case law and constitutional provisions effecting the program area served by the attorney.
- Knowledge of administrative practices and procedures and ability to learn the rules, policies, practices, precedents, and organizational structure of the program served.
- Knowledge of the organization of state government, and how program operations interrelate with those of other state and federal agencies and the private sector.
- Ability to analyze the most difficult legal problems and to synthesize and recommend a legally defensible course of action; to be able to communicate with and provide assistance to a diverse or highly specialized staff; to represent the agency in legislative hearings before managers and officials of other agencies, boards, committees, task forces and other interactions requiring knowledge of agency obligations and authority and functions.
- Ability to communicate effectively, orally and in writing; to establish and maintain effective working relationships.
- Effective time management and organization skills.

- Skilled in use of standard office equipment, programs and software.
- Strong organization, time management, and oral written communication skills.
- Ability to learn and understand the principles and practices of discovery.
- Ability to effectively research and analyze documents.
- Able to maintain professionalism in a variety of situations.
- Ability to discern when to consult with peers to develop arguments.
- Ability to work independently on arguments with multiple issues.

Minimum Qualifications (Education and Experience):

- Juris Doctorate Degree from an accredited law school.
- Membership in the State Bar of Montana.

Preferred:

- Two years of specialized law and litigation experience.
- Eligible to be admitted to practice in federal and state courts, as needed.

Special Requirements:

List any other special required information for this position

Fingerprint check Driving History Check

Background Check Union Code None

Other; Describe:

Safety Responsibilities:

1. Complies with the Department’s Safety Program as outlined in its Workplace Safety Policy
2. Observes all safety rules and applies accident prevention principles while performing duties
3. Reports all workplace accidents or injuries to the supervisor or designee

The specific statements shown in each section of this description are not intended to be all inclusive. They represent typical elements and criteria considered necessary to perform the job successfully.

Signatures

My signature below indicates the statements in the job description are accurate and complete.

Immediate Supervisor	Title	Date
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Mike Honeycutt

Administrative Review	Title	Date
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My signature below indicates that I have read this job description.

Employee	Title	Date
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Human Resources Review

Job Code Title: Lawyer

Job Code Number: G1101?

My signature below indicates that Human Resources has reviewed this job description for completeness and has made the following determinations:

FLSA Exempt

FLSA Non-Exempt

Classification Complete

Organizational Chart attached

Human Resources:

Michael Spatz

Human Resource Officer

Signature	Title	Date
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Board of Livestock Meeting

Agenda Request Form

From: Brian Simonson		Division/Program: Centralized Services			Meeting Date: 6/20/2023		
<u>Agenda Item:</u> Aerial Hunting Rule Change							
Background Info: ARM 32.22.102 <u>Issuance of Permits</u> , change proposal is to delete pilot residency requirements from rule. The passage of HB104 repealed MCA 81-7-503 thus removing residency requirements for aerial hunting permits. The rule is being updated to reflect that change.							
Recommendation: n/a							
Time needed: 10 min	Attachments:	Yes X	No	Board vote required?	Yes X	No	
<u>Agenda Item:</u> Per Capita Fee Collections Update							
Background Info: Status report on CY 2023 per capita fee Department of Revenue collections progress.							
Recommendation: n/a							
Time needed: 10 min	Attachments:	Yes X	No	Board vote required?	Yes	No X	
<u>Agenda Item:</u> May 31, 2023 State Special Revenue Report							
Background Info: Report for month end comparisons of state special revenues.							
Recommendation: n/a							
Time needed: 10 min	Attachments:	Yes X	No	Board vote required:	Yes	No X	
<u>Agenda Item:</u> FY 2023 Expenditure Projections							
Background Info: Report expenditure projections by division and/or bureau and attached boards.							
Recommendation: n/a							
Time needed: 15 min	Attachments:	Yes X	No	Board vote required?	Yes	No X	
<u>Agenda Item:</u> May 31, 2023 Budget Status report							
Background Info: Report expenditure to budget comparison report by division and/or bureau and attached boards. This report also compares current year expenditures to prior year expenditures.							
Recommendation: n/a							
Time needed: 5 min	Attachments:	Yes X	No	Board vote required	Yes	No X	

BEFORE THE DEPARTMENT OF LIVESTOCK
OF THE STATE OF MONTANA

In the matter of the amendment of) NOTICE OF PROPOSED
ARM 32.22.102 pertaining to) AMENDMENT
Issuance of Permits)
) NO PUBLIC HEARING
) CONTEMPLATED

TO: All Concerned Persons

1. The Department of Livestock proposes to amend the above-stated rule.

2. The Department of Livestock will make reasonable accommodations for persons with disabilities who wish to participate in this rulemaking process or need an alternative accessible format of this notice. If you require an accommodation, contact the Department of Livestock no later than 5:00 p.m. on March 6, 2023, to advise us of the nature of the accommodation that you need. Please contact Executive Officer, Department of Livestock, 301 N. Roberts St., Room 304, P.O. Box 202001, Helena, MT 59620-2001; telephone: (406) 444-9525; TTD number: 1 (800) 253-4091; fax: (406) 444-4316; e-mail: MDOLcomments@mt.gov.

3. The rule as proposed to be amended provides as follows, new matter underlined, deleted matter interlined:

32.22.102 ISSUANCE OF PERMITS (1) and (2) remain the same.

~~(3) Applicants must be residents of and domiciled in Montana.~~

~~(a) Nonresident permits may be authorized by the Board of Livestock when adequate service cannot be provided by Montana permittees.~~

(4) and (5) remain the same.

AUTH: 81-7-502, MCA

IMP: 81-7-502, 81-7-504, MCA

REASON: The department proposes to amend this rule to comply with the repeal of 81-7-503, MCA passed by the Montana State Legislature in 2023 via HB0104 carried by Representative Ler at the request of the Department. The repeal of 81-7-503, MCA removed residency requirements for aerial hunting permits and the rule is being updated to reflect the change.

4. Concerned persons may submit their data, views, or arguments concerning the proposed action in writing to: Department of Livestock, P.O. Box 202001, Helena, Montana, 59620-2001; telephone (406) 444-9321; fax (406) 444-1929; or e-mail MDOLcomments@mt.gov, and must be received no later than 5:00 p.m., August 4, 2023.

5. If persons who are directly affected by the proposed action wish to express their data, views, or arguments orally or in writing at a public hearing, they must make written request for a hearing and submit this request along with any written comments to Executive Officer at the above address no later than 5:00 p.m., July 31, 2023.

6. If the agency receives requests for a public hearing on the proposed action from either 10 percent or 25, whichever is less, of the persons directly affected by the proposed action; from the appropriate administrative rule review committee of the Legislature; from a governmental subdivision or agency; or from an association having not less than 25 members who will be directly affected, a hearing will be held at a later date. Notice of the hearing will be published in the Montana Administrative Register. Ten percent of those directly affected has been determined to be three persons based on 32 currently licensed aerial hunters.

7. The department maintains a list of interested persons who wish to receive notices of rulemaking actions proposed by this agency. Persons who wish to have their name added to the list shall make a written request that includes the name, e-mail, and mailing address of the person to receive notices and specifies for which program the person wishes to receive notices. Notices will be sent by e-mail unless a mailing preference is noted in the request. Such written request may be mailed or delivered to the contact person in 4 above or may be made by completing a request form at any rules hearing held by the department.

8. An electronic copy of this proposal notice is available through the Secretary of State's web site at <http://sos.mt.gov/ARM/Register>.

9. The bill sponsor contact requirements of 2-4-302, MCA, apply and have been fulfilled. The primary bill sponsor was contacted by (method) on (date).

10. With regard to the requirements of 2-4-111, MCA, the department has determined that the amendment of the above-referenced rule will not significantly and directly impact small businesses.

/s/ Darcy Alm
Darcy Alm
Rule Reviewer

/s/ Michael S. Honeycutt
Michael S. Honeycutt
Executive Officer
Department of Livestock

Certified to the Secretary of State May 27, 2023.

**MONTANA DEPARTMENT OF LIVESTOCK
PER CAPITA FEE COLLECTION REPORT
JUNE 03, 2023**

**MONTANA DEPARTMENT OF LIVESTOCK
PER CAPITA FEE REPORTING AND COLLECTIONS REPORT
JUNE 02, 2023**

	2023	2022
Livestock Reports Filed	<u>14,750</u>	<u>15,427</u>
Total Per Capita Fee reported	\$ 4,650,103	\$ 4,928,707
Amount Paid	<u>4,156,785</u>	<u>4,439,897</u>
Amount Due	<u>\$ 210,206</u>	<u>\$ 488,810</u>

Per Capita Fee Reported by Livestock Class

	2023				2022		
	Rate	Reporter Count	Head Count	PCF	Reporter Count	Head Count	PCF
Cattle	2.29	9,595	1,772,082	\$ 4,058,068	10,589	1,870,966	\$ 4,284,512
Horses	5.85	9,794	48,096	281,362	10,183	52,361	306,312
Sheep & Goats	0.54	1,613	149,321	80,633	1,685	153,174	82,714
Swine	0.78	255	81,319	63,429	259	91,455	71,335
Poultry	0.05	1,746	1,309,791	65,490	1,760	1,381,613	69,081
Bees	0.41	150	48,045	19,698	161	47,711	19,562
Llamas	9.73	198	888	8,640	225	967	9,409
Bison	6.38	71	10,169	64,878	71	11,759	75,022
Domestic Ungulates	26.33	11	281	7,399	13	385	10,137
Ratites	9.73	11	52	506	13	64	623
				<u>\$ 4,650,103</u>			<u>\$ 4,928,707</u>

As of June 2, 2023, there were 14,750 reporting forms that were filed with the Department of Revenue, which is 677 less than the same period last year. The total amount of revenue reported was \$4,650,103 which is \$278,604 less than same period last year. The amount of 2023 PCF revenue collected to date is \$4,156,785, which \$283,112 less than same period last year.

The reports are due March 1 and the Per Capita Fee payments are due May 31.

**MONTANA DEPARTMENT OF LIVESTOCK
STATE SPECIAL REVENUE REPORT
MAY 31, 2023**

**DEPARTMENT OF LIVESTOCK
STATE SPECIAL REVENUE COMPARISON FY 2023**

FY 2022 as of May 31, 2022	FY 2023 as of May 31, 2023	Difference May 31 FY22 & FY23	Budgeted Revenue FY 2023
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	A	B	C	D	E
Fund Description					
1 02425 Brands					
2 New Brands & Transfers	\$ 1,061,084	\$ 263,323	\$ (797,761)	\$ 34,760	
3 Re-Recorded Brands	561,371	755,881	194,510	831,500	
4 Security Interest Filing Fee	44,701	65,637	20,936	32,100	
5 Livestock Dealers License	89,350	97,575	8,225	103,000	
6 Field Inspections	218,190	193,459	(24,731)	310,000	
7 Market Inspection Fees	1,690,156	1,352,798	(337,358)	1,540,000	
8 Investment Earnings	14,101	313,818	299,717	20,000	
9 Other Revenues	174,461	49,042	(125,419)	99,473	
10 Total Brands Division Revenue	\$ 3,853,414	\$ 3,091,533	\$ (761,881)	\$ 2,970,833	
12 02426 Per Capita Fee (PCF)					
13 Per Capita Fee	\$ 4,494,857	\$ 4,113,753	\$ (381,104)	\$ 5,250,000	
14 Indirect Cost Recovery	426,364	382,257	(44,107)	444,930	
15 Investment Earnings	18,163	370,557	352,394	60,000	
16 Other Revenues	1,699	10,084	8,385	6,322	
16 Total Per Capita Fee Revenue	\$ 4,941,083	\$ 4,876,651	\$ (64,432)	\$ 5,761,252	
18 02701 Milk Inspection					
19 Inspectors Assessment	\$ 285,615	\$ 259,946	\$ (25,669)	\$ 325,000	
20 Investment Earnings	195	4,331	4,136	3,930	
21 Total Milk Inspection	\$ 285,810	\$ 264,277	\$ (21,533)	\$ 328,930	
23 02262 EGG GRADING					
24 Inspectors Assessment	\$ 184,241	\$ 195,168	\$ 10,927	\$ 185,000	
25 Total EGG GRADING	\$ 184,241	\$ 195,168	\$ 10,927	\$ 185,000	
27 06026 Diagnostic Lab Fees					
28 *** Lab Fees	\$ 1,312,234	\$ 1,297,806	\$ (14,428)	\$ 1,500,000	
29 Other Revenues	1,994	2,930	936	4,000	
30	\$ 1,314,228	\$ 1,300,736	\$ (13,492)	\$ 1,504,000	
32 Combined State Special Revenue Total	\$ 10,578,776	\$ 9,728,365	\$ (850,411)	\$ 10,750,015	

Voluntary Wolf Donation Fund - per 81-7-123 MCA

** Donations	\$ 77,836	\$ 95,908	\$ 18,072	\$ 80,000
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Brands rerecord occurred in calendar year 2021. This is the beginning of the ten year brands rerecord cycle which starts the amortizing of new brands and transfers over the ten year cycle. New brands and transfer revenues will be low at the beginning of the ten year cycle and will increase from year to year.

The security interest brands liens renewal began in January 2023. Brands liens are amortized from January 2023 to December 2027. Security Interest Filing Fee revenue will be low at the beginning of the five year cycle and will increase from year to year.

** Donations for the current fiscal year received as of May 31, 2023 is \$95,908. The total amount of donations received from inception of the voluntary wolf donation program is \$339,030 as of May 31, 2023. The Department has transferred \$243,124 of the voluntary wolf donations to Wild Life Services for predator control.

**MONTANA DEPARTMENT OF LIVESTOCK
EXPENSE PROJECTION REPORT
MAY 31, 2023**

**MONTANA DEPARTMENT OF LIVESTOCK
PROJECTED EXPENSE TO BUDGET COMPARISON REPORT
MAY 31, 2023**

DIVISION: DEPARTMENT OF LIVESTOCK
PROGRAM: DEPARTMENT OF LIVESTOCK

	Year-to-Date Actual Expenses May FY 2023	Projected Expenses June to June 2023	FY 2023 Projected Year End Expense Totals	FY 2023 Budget	Projected Budget Excess/ (Deficit)
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BUDGETED FTE 137.62

	A	B	C	D	E	F
61000 PERSONAL SERVICES						
1	61100 SALARIES	\$ 6,281,279	\$ 987,443	\$ 7,268,722	\$ 7,303,732	\$ 35,010
2	61200 OVERTIME	172,203	17,608	189,811	205,399	15,588
3	61300 OTHER/PER DIEM	3,250	450	3,700	7,550	3,850
4	61400 BENEFITS	2,575,558	328,205	2,903,763	2,825,855	(77,908)
5	TOTAL PERSONAL SERVICES	9,032,290	1,333,706	10,365,996	10,342,536	(23,460)
62000 OPERATIONS						
7	62100 CONTRACT	1,460,019	218,877	1,678,896	1,787,315	108,419
8	62200 SUPPLY	966,666	148,357	1,115,023	1,130,335	15,312
9	62300 COMMUNICATION	157,305	61,929	219,234	232,838	13,604
10	62400 TRAVEL	149,411	29,852	179,263	180,356	1,093
11	62500 RENT	566,395	105,271	671,666	730,255	58,589
12	62600 UTILITIES	37,103	3,743	40,846	34,838	(6,008)
13	62700 REPAIR & MAINT	147,270	59,383	206,653	245,583	38,930
14	62800 OTHER EXPENSES	464,443	171,529	635,972	595,245	(40,727)
15	TOTAL OPERATIONS	3,948,612	798,941	4,747,553	4,936,765	189,212
63000 EQUIPMENT						
17	63100 EQUIPMENT	2,200	49,767	51,967	51,967	-
18	TOTAL EQUIPMENT	2,200	49,767	51,967	51,967	-
68000 TRANSFERS						
20	68000 TRANSFERS	217,494	117,506	335,000	342,481	7,481
21	TOTAL TRANSFERS	217,494	117,506	335,000	342,481	7,481
22	TOTAL EXPENDITURES	\$ 13,200,596	\$ 2,299,920	\$ 15,500,516	\$ 15,673,749	\$ 173,233
24 BUDGETED FUNDS						
25	01100 GENERAL FUND	\$ 2,731,431	\$ 591,947	\$ 3,323,378	\$ 3,314,458	\$ (8,920)
26	02262 SHIELDED EGG GRADING FEES	184,011	34,028	218,039	343,875	125,836
27	02425 BRAND INSPECTION FEES	2,959,524	181,059	3,140,583	3,140,583	-
28	02426 PER CAPITA FEE	3,630,077	987,070	4,617,147	4,657,629	40,482
29	02427 ANIMAL HEALTH	-	5,721	5,721	5,721	-
30	02701 MILK INSPECTION FEES	318,051	29,287	347,338	357,955	10,617
31	02817 MILK CONTROL	196,165	24,101	220,266	281,555	61,289
32	03209 MEAT & POULTRY INSPECTION	920,031	218,940	1,138,971	1,138,971	-
33	03032 SHELL EGG FEDERAL INSPECTION FEES	11,294	3,050	14,344	14,403	59
34	03427 FEDERAL UMBRELLA PROGRAM	843,866	7,398	851,264	887,528	36,264
35	03673 FEDERAL ANIMAL HEALTH DISEASE GRANTS	14,633	16,389	31,022	31,022	-
36	06026 DIAGNOSTIC LABORATORY FEES	1,391,513	200,930	1,592,443	1,500,049	(92,394)
37	TOTAL BUDGETED FUNDS	\$ 13,200,596	\$ 2,299,920	\$ 15,500,516	\$ 15,673,749	\$ 173,233

Due to the lag in timing that expenses are able to be posted to the accounting system, projected expenses are calculated using two months to the end of the year instead of the anticipated one month.

Personal services budget was increased by \$150,301 across the department. The increase was authorized by the 2023 legislation in HB 13.

The Department had employee termination payouts of \$251,358 and \$156,766 for the period ending May 31, 2023 and 2022, respectively.

**MONTANA DEPARTMENT OF LIVESTOCK
PROJECTED EXPENSE TO BUDGET COMPARISON REPORT
MAY 31, 2023**

**DIVISION: CENTRALIZED SERVICES
PROGRAM: CENTRAL SERVICES AND BOARD OF LIVESTOCK**

	Year-to-Date Actual Expenses May FY 2023	Projected Expenses June to June 2023	FY 2023 Projected Year End Expense Totals	FY 2023 Budget	Projected Budget Excess/ (Deficit)
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BUDGETED FTE	13.00
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	A	B	C	D	E	F
61000 PERSONAL SERVICES						
1	61100 SALARIES	\$ 736,231	\$ 103,586	\$ 839,817	\$ 814,465	\$ (25,352)
2	61300 OTHER/PER DIEM	2,850	450	3,300	4,500	1,200
3	61400 BENEFITS	273,915	37,336	311,251	282,651	(28,600)
4	TOTAL PERSONAL SERVICES	1,012,996	141,372	1,154,368	1,101,616	(52,752)
5						
62000 OPERATIONS						
7	62100 CONTRACT	94,628	53,267	147,895	179,414	31,519
8	62200 SUPPLY	80,506	13,755	94,261	131,380	37,119
9	62300 COMMUNICATION	31,569	12,788	44,357	46,447	2,090
10	62400 TRAVEL	13,998	2,956	16,954	22,384	5,430
11	62500 RENT	134,759	33,189	167,948	269,782	101,834
12	62700 REPAIR & MAINT	30	52	82	4,129	4,047
13	62800 OTHER EXPENSES	3,908	1,136	5,044	20,827	15,783
14	TOTAL OPERATIONS	359,398	117,143	476,541	674,363	197,822
15	68000 TRANSFERS					
16	68000 TRANSFERS	-	95,000	95,000	102,481	7,481
17	TOTAL TRANSFERS	-	95,000	95,000	102,481	7,481
18	TOTAL EXPENDITURES	<u>\$ 1,372,394</u>	<u>\$ 353,515</u>	<u>\$ 1,725,909</u>	<u>\$ 1,878,460</u>	<u>\$ 152,551</u>
19						
20 BUDGETED FUNDS						
21	02426 PER CAPITA	\$ 1,372,394	\$ 353,515	\$ 1,725,909	\$ 1,878,460	\$ 152,551
22	TOTAL BUDGETED FUNDS	<u>\$ 1,372,394</u>	<u>\$ 353,515</u>	<u>\$ 1,725,909</u>	<u>\$ 1,878,460</u>	<u>\$ 152,551</u>

Due to the lag in timing that expenses are able to be posted to the accounting system, projected expenses are calculated using two months to the end of the year instead of the anticipated one month.

**MONTANA DEPARTMENT OF LIVESTOCK
PROJECTED EXPENSE TO BUDGET COMPARISON REPORT
MAY 31, 2023**

DIVISION: CENTRALIZED SERVICES
PROGRAM: LIVESTOCK LOSS BOARD

	Year-to-Date Actual Expenses May FY 2023	Projected Expenses June to June 2023	FY 2023 Projected Year End Expense Totals	FY 2023 Budget	Projected Budget Excess/ (Deficit)
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BUDGETED FTE 1.00

	A	B	C	D	E	F
61000 PERSONAL SERVICES						
1	61100 SALARIES	\$ 70,267	\$ 9,142	\$ 79,409	\$ 77,621	\$ (1,788)
2	61300 OTHER/PER DIEM	-	-	-	605	605
3	61400 BENEFITS	24,376	3,607	27,983	24,942	(3,041)
4	TOTAL PERSONAL SERVICES	94,643	12,749	107,392	103,168	(4,224)
5						
62000 OPERATIONS						
7	62100 CONTRACT	1,452	359	1,811	2,403	592
8	62200 SUPPLY	1,208	82	1,290	1,860	570
9	62300 COMMUNICATION	1,600	491	2,091	5,275	3,184
10	62400 TRAVEL	887	256	1,143	6,895	5,752
11	62500 RENT	2,836	283	3,119	8,494	5,375
12	62700 REPAIR & MAINT	10	-	10	-	(10)
13	62800 OTHER EXPENSES	1,066	170	1,236	1,434	198
14	TOTAL OPERATIONS	9,059	1,641	10,700	26,361	15,661
15	TOTAL EXPENDITURES	<u>\$ 103,702</u>	<u>\$ 14,390</u>	<u>\$ 118,092</u>	<u>\$ 129,529</u>	<u>\$ 11,437</u>
16						
17 BUDGETED FUNDS						
18	01100 GENERAL FUND	\$ 103,702	\$ 14,390	\$ 118,092	\$ 129,529	\$ 11,437
20	TOTAL BUDGETED FUNDS	<u>\$ 103,702</u>	<u>\$ 14,390</u>	<u>\$ 118,092</u>	<u>\$ 129,529</u>	<u>\$ 11,437</u>

Due to the lag in timing that expenses are able to be posted to the accounting system, projected expenses are calculated using two months to the end of the year instead of the anticipated one month.

**MONTANA DEPARTMENT OF LIVESTOCK
PROJECTED EXPENSE TO BUDGET COMPARISON REPORT
MAY 31, 2023**

DIVISION: CENTRALIZED SERVICES
PROGRAM: MILK CONTROL BUREAU

	Year-to-Date Actual Expenses May FY 2023	Projected Expenses June to June 2023	FY 2023 Projected Year End Expense Totals	FY 2023 Budget	Projected Budget Excess/ (Deficit)
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BUDGETED FTE 3.00

	A	B	C	D	E	F
61000 PERSONAL SERVICES						
1	61100 SALARIES	\$ 120,136	\$ 14,292	\$ 134,428	\$ 170,811	\$ 36,383
2	61300 OTHER/PER DIEM	400	-	400	2,445	2,045
3	61400 BENEFITS	45,108	5,453	50,561	57,184	6,623
4	TOTAL PERSONAL SERVICES	<u>165,644</u>	<u>19,745</u>	<u>185,389</u>	<u>230,440</u>	<u>45,051</u>
5						
62000 OPERATIONS						
7	62100 CONTRACT	13,742	1,345	15,087	27,856	12,769
8	62200 SUPPLY	4,733	427	5,160	2,627	(2,533)
9	62300 COMMUNICATION	2,307	762	3,069	4,728	1,659
10	62400 TRAVEL	251	267	518	1,327	809
11	62500 RENT	6,935	1,005	7,940	11,080	3,140
12	62800 OTHER EXPENSES	2,553	550	3,103	3,497	394
13	TOTAL OPERATIONS	<u>30,521</u>	<u>4,356</u>	<u>34,877</u>	<u>51,115</u>	<u>16,238</u>
14	TOTAL EXPENDITURES	<u>\$ 196,165</u>	<u>\$ 24,101</u>	<u>\$ 220,266</u>	<u>\$ 281,555</u>	<u>\$ 61,289</u>
15						
16 BUDGETED FUNDS						
17	02817 MILK CONTROL	\$ 196,165	\$ 24,101	\$ 220,266	\$ 281,555	\$ 61,289
18	TOTAL BUDGETED FUNDS	<u>\$ 196,165</u>	<u>\$ 24,101</u>	<u>\$ 220,266</u>	<u>\$ 281,555</u>	<u>\$ 61,289</u>

Due to the lag in timing that expenses are able to be posted to the accounting system, projected expenses are calculated using two months to the end of the year instead of the anticipated one month.

**MONTANA DEPARTMENT OF LIVESTOCK
PROJECTED EXPENSE TO BUDGET COMPARISON REPORT
MAY 31, 2023**

DIVISION: ANIMAL HEALTH DIVISION - STATE VETERINARIAN
PROGRAM: STATE VETERINARIAN IMPORT OFFICE

	Year-to-Date Actual Expenses May FY 2023	Projected Expenses June to June 2023	FY 2023 Projected Year End Expense Totals	FY 2023 Budget	Projected Budget Excess/ (Deficit)
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BUDGETED FTE	8.25
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	A	B	C	D	E	F
61000 PERSONAL SERVICES						
1	61100 SALARIES	\$ 422,634	\$ 59,074	\$ 481,708	\$ 479,358	\$ (2,350)
2	61400 BENEFITS	156,212	28,239	184,451	184,544	93
3	TOTAL PERSONAL SERVICES	<u>578,846</u>	<u>87,313</u>	<u>666,159</u>	<u>663,902</u>	<u>(2,257)</u>
4						
62000 OPERATIONS						
6	62100 CONTRACT	31,164	8,325	39,489	33,779	(5,710)
7	62200 SUPPLY	20,903	1,805	22,708	20,488	(2,220)
8	62300 COMMUNICATION	13,127	3,136	16,263	16,154	(109)
9	62400 TRAVEL	7,621	3,470	11,091	7,540	(3,551)
10	62500 RENT	5,236	3,021	8,257	5,194	(3,063)
11	62700 REPAIR & MAINT	3,621	606	4,227	3,026	(1,201)
12	62800 OTHER EXPENSES	13,715	5,747	19,462	14,079	(5,383)
13	TOTAL OPERATIONS	<u>95,387</u>	<u>26,110</u>	<u>121,497</u>	<u>100,260</u>	<u>(21,237)</u>
14	TOTAL EXPENDITURES	<u>\$ 674,233</u>	<u>\$ 113,423</u>	<u>\$ 787,656</u>	<u>\$ 764,162</u>	<u>\$ (23,494)</u>
15						
16 BUDGETED FUNDS						
17	02426 PER CAPITA FEE	<u>\$ 674,233</u>	<u>\$ 113,423</u>	<u>\$ 787,656</u>	<u>\$ 764,162</u>	<u>\$ (23,494)</u>
18	TOTAL BUDGET FUNDING	<u>\$ 674,233</u>	<u>\$ 113,423</u>	<u>\$ 787,656</u>	<u>\$ 764,162</u>	<u>\$ (23,494)</u>

Due to the lag in timing that expenses are able to be posted to the accounting system, projected expenses are calculated using two months to the end of the year instead of the anticipated one month.

The projections include employee termination payouts for vacation and sick leave balances.

MONTANA DEPARTMENT OF LIVESTOCK
PROJECTED EXPENSE TO BUDGET COMPARISON REPORT
MAY 31, 2023

DIVISION: ANIMAL HEALTH DIVISION - STATE VETERINARIAN
PROGRAM: DESIGNATED SURVEILLANCE AREA (DSA) & FEDERAL ANIMAL HEALTH DISEASE GRANTS

	Year-to-Date Actual Expenses May FY 2023	Projected Expenses June to June 2023	FY 2023 Projected Year End Expense Totals	FY 2023 Budget	Projected Budget Excess/ (Deficit)
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BUDGETED FTE 5.50

	A	B	C	D	E	F
61000 PERSONAL SERVICES						
1	61100 SALARIES	\$ 274,946	\$ 45,661	\$ 320,607	\$ 336,301	\$ 15,694
2	61400 BENEFITS	105,062	15,416	120,478	122,890	2,412
3	TOTAL PERSONAL SERVICES	380,008	61,077	441,085	459,191	18,106
4						
5	62000 OPERATIONS					
6	62100 CONTRACT	941,305	79,815	1,021,120	1,041,673	20,553
7	62200 SUPPLY	33,983	1,144	35,127	44,716	9,589
8	62300 COMMUNICATION	5,939	1,885	7,824	11,498	3,674
9	62400 TRAVEL	12,922	2,902	15,824	16,381	557
10	62500 RENT	17,102	1,083	18,185	14,817	(3,368)
11	62700 REPAIR & MAINT	8,035	4,009	12,044	13,320	1,276
12	62800 OTHER EXPENSES	53,086	9,596	62,682	63,173	491
13	TOTAL OPERATIONS	1,072,372	100,329	1,172,701	1,205,578	32,877
15	68000 TRANSFERS	217,494	22,506	240,000	240,000	-
16	TOTAL TRANSFERS	217,494	22,506	240,000	240,000	-
17	TOTAL EXPENDITURES	\$ 1,669,874	\$ 183,912	\$ 1,853,786	\$ 1,904,769	\$ 50,983
18						
19	BUDGETED FUNDS					
20	01100 GENERAL FUND	\$ 826,008	\$ 176,514	\$ 1,002,522	\$ 1,017,241	\$ 14,719
21	03427 AH FEDERAL UMBRELLA	843,866	7,398	851,264	887,528	36,264
22	TOTAL BUDGETED FUNDS	\$ 1,669,874	\$ 183,912	\$ 1,853,786	\$ 1,904,769	\$ 50,983

Due to the lag in timing that expenses are able to be posted to the accounting system, projected expenses are calculated using two months to the end of the year instead of the anticipated one month.

MONTANA DEPARTMENT OF LIVESTOCK
PROJECTED EXPENSE TO BUDGET COMPARISON REPORT
MAY 31, 2023

DIVISION: DIAGNOSTIC LABORATORY
PROGRAM: DIAGNOSTIC LABORATORY

	Year-to Date Actual Expenses FY 2023	Projected Expenses June 2023 to June 2023	FY 2023 Projected Year End Expense Totals	FY 2023 Budget	Projected Excess/ (Deficit)
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BUDGETED FTE	22.00
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	A	B	C	D	E	F
61000 PERSONAL SERVICES						
1	61100 SALARIES	\$ 1,159,515	\$ 157,713	\$ 1,317,228	\$ 1,324,876	\$ 7,648
2	61400 BENEFITS	443,864	49,619	493,483	475,862	(17,621)
3	TOTAL PERSONAL SERVICES	<u>1,603,379</u>	<u>207,332</u>	<u>1,810,711</u>	<u>1,800,738</u>	<u>(9,973)</u>
4						
62000 OPERATIONS						
6	62100 CONTRACT	170,824	8,724	179,548	143,693	(35,855)
7	62200 SUPPLY	730,914	104,704	835,618	802,520	(33,098)
8	62300 COMMUNICATION	23,110	1,909	25,019	23,042	(1,977)
9	62400 TRAVEL	4,047	1,528	5,575	7,471	1,896
10	62500 RENT	102,080	7,643	109,723	87,997	(21,726)
11	62600 UTILITIES	31,990	3,348	35,338	29,338	(6,000)
12	62700 REPAIR & MAINT	114,013	34,292	148,305	184,814	36,509
13	62800 OTHER EXPENSES	87,525	4,299	91,824	69,654	(22,170)
14	TOTAL OPERATIONS	<u>1,264,503</u>	<u>166,447</u>	<u>1,430,950</u>	<u>1,348,529</u>	<u>(82,421)</u>
63000 EQUIPMENT						
16	63100 EQUIPMENT	2,200	49,767	51,967	51,967	-
17	TOTAL EQUIPMENT	<u>2,200</u>	<u>49,767</u>	<u>51,967</u>	<u>51,967</u>	<u>-</u>
18	TOTAL EXPENDITURES	<u>\$ 2,870,082</u>	<u>\$ 423,546</u>	<u>\$ 3,293,628</u>	<u>\$ 3,201,234</u>	<u>\$ (92,394)</u>
19						
20 BUDGETED FUNDS						
21	01100 GENERAL FUND	\$ 821,188	\$ 141,317	\$ 962,505	\$ 962,505	\$ -
22	02426 PER CAPITA FEE	642,748	64,910	707,658	707,658	-
23	03673 FEDERAL ANIMAL HEALTH DISEASE	14,633	16,389	31,022	31,022	-
24	06026 DIAGNOSTIC LABORATORY FEES	1,391,513	200,930	1,592,443	1,500,049	(92,394)
25	TOTAL BUDGETED FUNDS	<u>\$ 2,870,082</u>	<u>\$ 423,546</u>	<u>\$ 3,293,628</u>	<u>\$ 3,201,234</u>	<u>\$ (92,394)</u>

Due to the lag in timing that expenses are able to be posted to the accounting system, projected expenses are calculated using two months to the end of the year instead of the anticipated one month.

**MONTANA DEPARTMENT OF LIVESTOCK
PROJECTED EXPENSE TO BUDGET COMPARISON REPORT
MAY 31, 2023**

DIVISION: MILK & EGG BUREAU
PROGRAM: MILK AND EGG / SHIELDED EGG GRADING

	Year-to-Date		Projected FY	FY 2023	Projected
	Actual Expenses	Projected Expenses	2023	Budget	Excess/ (Deficit)
	May FY 2023	June to June 2023	Expenses		

BUDGETED FTE 6.75

	A	B	C	D	E	F
61000 PERSONAL SERVICES						
1	61100 SALARIES	\$ 285,975	\$ 35,428	\$ 321,403	\$ 356,881	\$ 35,478
2	61200 OVERTIME	4,297	608	4,905	-	(4,905)
3	61400 BENEFITS	121,081	15,628	136,709	146,114	9,405
4	TOTAL PERSONAL SERVICES	411,353	51,664	463,017	502,995	39,978
5						
62000 OPERATIONS						
7	62100 CONTRACT	47,147	7,185	54,332	132,713	78,381
8	62200 SUPPLY	10,001	549	10,550	6,216	(4,334)
9	62300 COMMUNICATION	3,803	1,354	5,157	6,049	892
10	62400 TRAVEL	18,265	12	18,277	20,261	1,984
11	62500 RENT	10,292	3,070	13,362	21,822	8,460
12	62700 REPAIR & MAINT	1,699	17	1,716	674	(1,042)
13	62800 OTHER EXPENSES	10,796	2,514	13,310	25,503	12,193
14	TOTAL OPERATIONS	102,003	14,701	116,704	213,238	96,534
15	TOTAL EXPENDITURES	\$ 513,356	\$ 66,365	\$ 579,721	\$ 716,233	\$ 136,512
16						
17 BUDGETED FUNDS						
18	02262 SHIELDED EGG GRADING FEES	\$ 184,011	\$ 34,028	\$ 218,039	\$ 343,875	\$ 125,836
19	02701 MILK INSPECTION FEES	318,051	29,287	347,338	357,955	10,617
20	03202 SHELL EGG FEDERAL INSPECTION	11,294	3,050	14,344	14,403	59
21	TOTAL BUDGET FUNDING	\$ 513,356	\$ 66,365	\$ 579,721	\$ 716,233	\$ 136,512

Due to the lag in timing that expenses are able to be posted to the accounting system, projected expenses are calculated using two months to the end of the year instead of the anticipated one month.

**MONTANA DEPARTMENT OF LIVESTOCK
PROJECTED EXPENSE TO BUDGET COMPARISON REPORT
MAY 31, 2023**

DIVISION: MEAT & POULTRY INSPECTION PROGRAM
PROGRAM: MEAT INSPECTION

	Year-to-Date Actual Expenses May FY 2023	Projected Expenses June to June 2023	FY 2023 Projected Year End Expense Totals	FY 2023 Budget	Projected Budget Excess/ (Deficit)
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BUDGETED FTE	24.50
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	A	B	C	D	E	F
61000 PERSONAL SERVICES						
1	61100 SALARIES	\$ 904,479	\$ 212,248	\$ 1,116,727	\$ 1,166,464	\$ 49,737
2	61200 OVERTIME	48,275	3,558	51,833	67,228	15,395
3	61400 BENEFITS	416,206	53,227	469,433	482,093	12,660
4	TOTAL PERSONAL SERVICES	1,368,960	269,033	1,637,993	1,715,785	77,792
5						
62000 OPERATIONS						
7	62100 CONTRACT	61,530	11,154	72,684	69,167	(3,517)
8	62200 SUPPLY	16,158	5,525	21,683	12,146	(9,537)
9	62300 COMMUNICATION	21,852	4,208	26,060	20,719	(5,341)
10	62400 TRAVEL	58,567	18,116	76,683	65,304	(11,379)
11	62500 RENT	138,335	23,006	161,341	124,530	(36,811)
12	62700 REPAIR & MAINT	7,224	14,000	21,224	16,685	(4,539)
13	62800 OTHER EXPENSES	227,938	139,345	367,283	325,539	(41,744)
14	TOTAL OPERATIONS	531,604	215,354	746,958	634,090	(112,868)
15	TOTAL EXPENDITURES	\$ 1,900,564	\$ 484,387	\$ 2,384,951	\$ 2,349,875	\$ (35,076)
16						
17 BUDGETED FUNDS						
18	01100 GENERAL FUND	\$ 980,533	\$ 259,726	\$ 1,240,259	\$ 1,205,183	\$ (35,076)
19	02427 ANIMAL HEALTH FEES	-	5,721	5,721	5,721	-
20	03209 MEAT & POULTRY INSPECTION	920,031	218,940	1,138,971	1,138,971	-
21	TOTAL BUDGET FUNDING	\$ 1,900,564	\$ 484,387	\$ 2,384,951	\$ 2,349,875	\$ (35,076)

Due to the lag in timing that expenses are able to be posted to the accounting system, projected expenses are calculated using two months to the end of the year instead of the anticipated one month.

**MONTANA DEPARTMENT OF LIVESTOCK
PROJECTED EXPENSE TO BUDGET COMPARISON REPORT
MAY 31, 2023**

**DIVISION: BRANDS ENFORCEMENT
PROGRAM: BRANDS ENFORCEMENT**

	Year-to-Date Actual Expenses May FY 2023	Projected Expenses June to June 2023	FY 2023 Projected Year End Expense Totals	FY 2023 Budget	Projected Budget Excess/ (Deficit)
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BUDGETED FTE	53.61
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	A	B	C	D	E	F
61000 PERSONAL SERVICES						
1	61100 SALARIES	\$ 2,307,096	\$ 350,299	\$ 2,657,395	\$ 2,576,955	\$ (80,440)
2	61200 OVERTIME	119,631	13,442	133,073	138,171	5,098
3	61400 BENEFITS	989,734	119,680	1,109,414	1,049,575	(59,839)
4	TOTAL PERSONAL SERVICES	3,416,461	483,421	3,899,882	3,764,701	(135,181)
5						
62000 OPERATIONS						
7	62100 CONTRACT	98,227	48,703	146,930	156,617	9,687
8	62200 SUPPLY	68,260	20,366	88,626	108,382	19,756
9	62300 COMMUNICATION	53,998	35,396	89,394	98,926	9,532
10	62400 TRAVEL	32,853	345	33,198	32,793	(405)
11	62500 RENT	148,820	32,971	181,791	186,539	4,748
12	62600 UTILITIES	5,113	500	5,613	5,500	(113)
13	62700 REPAIR & MAINT	12,638	6,407	19,045	22,935	3,890
14	62800 OTHER EXPENSES	63,856	8,172	72,028	71,539	(489)
15	TOTAL OPERATIONS	483,765	152,860	636,625	683,231	46,606
16	TOTAL EXPENDITURES	<u>\$ 3,900,226</u>	<u>\$ 636,281</u>	<u>\$ 4,536,507</u>	<u>\$ 4,447,932</u>	<u>\$ (88,575)</u>
17						
18 BUDGETED FUNDS						
19	02425 BRAND INSPECTION FEES	\$ 2,959,524	\$ 181,059	\$ 3,140,583	\$ 3,140,583	\$ -
20	02426 PER CAPITA FEES	940,702	455,222	1,395,924	1,307,349	(88,575)
21	TOTAL BUDGET FUNDING	<u>\$ 3,900,226</u>	<u>\$ 636,281</u>	<u>\$ 4,536,507</u>	<u>\$ 4,447,932</u>	<u>\$ (88,575)</u>

Due to the lag in timing that expenses are able to be posted to the accounting system, projected expenses are calculated using two months to the end of the year instead of the anticipated one month.

The Brands division had employee termination payouts of \$77,747 and \$122,053 for the period ending May 31, 2023 and 2022, respectively. These projections include possible retirement payouts of \$68,000.

**MONTANA DEPARTMENT OF LIVESTOCK
EXPENSE COMPARISON REPORT
MAY 31, 2023**

**MONTANA DEPARTMENT OF LIVESTOCK
BUDGETARY EXPENSE COMPARISON REPORT
MAY 31, 2023**

**DIVISION: DEPARTMENT OF LIVESTOCK
PROGRAM: DEPARTMENT OF LIVESTOCK**

BUDGET TO ACTUAL EXPENSE COMPARISON REPORT	FY 2023 Budget	Year-to-Date	Same Period	Year to Year Comparison	Balance of Budget Available
		Actual	Prior Year		
		Expenses May FY 2023	Expenses May FY 2022		

BUDGETED FTE	137.61
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	A	B	C	D	E	F
61000 PERSONAL SERVICES						
1	61100 SALARIES	\$ 7,303,732	\$ 6,281,279	\$ 5,788,762	\$ 492,517	\$ 1,022,453
2	61200 OVERTIME	205,399	172,203	257,927	(85,724)	33,196
3	61300 OTHER/PER DIEM	7,550	3,250	4,100	(850)	4,300
4	61400 BENEFITS	2,825,855	2,575,558	2,292,013	283,545	250,297
5	TOTAL PERSONAL SERVICES	<u>10,342,536</u>	<u>9,032,290</u>	<u>8,342,802</u>	<u>689,488</u>	<u>1,310,246</u>
6						
7	62000 OPERATIONS					
8	62100 CONTRACT	1,787,315	1,460,019	1,500,391	(40,372)	327,296
9	62200 SUPPLY	1,130,335	966,666	1,010,408	(43,742)	163,669
10	62300 COMMUNICATION	232,838	157,305	189,395	(32,090)	75,533
11	62400 TRAVEL	180,356	149,411	134,005	15,406	30,945
12	62500 RENT	730,255	566,395	552,166	14,229	163,860
13	62600 UTILITIES	34,838	37,103	31,752	5,351	(2,265)
14	62700 REPAIR & MAINT	245,583	147,270	171,326	(24,056)	98,313
15	62800 OTHER EXPENSES	595,245	464,443	520,107	(55,664)	130,802
16	TOTAL OPERATIONS	<u>4,936,765</u>	<u>3,948,612</u>	<u>4,109,550</u>	<u>(160,938)</u>	<u>988,153</u>
17	63000 EQUIPMENT					
18	63100 EQUIPMENT	51,967	2,200	46,478	(44,278)	49,767
19	TOTAL EQUIPMENT	<u>51,967</u>	<u>2,200</u>	<u>46,478</u>	<u>(44,278)</u>	<u>49,767</u>
20	68000 TRANSFERS					
21	68000 TRANSFERS	342,481	217,494	212,382	5,112	124,987
22	TOTAL TRANSFERS	<u>342,481</u>	<u>217,494</u>	<u>212,382</u>	<u>5,112</u>	<u>124,987</u>
23	TOTAL	<u>\$ 15,673,749</u>	<u>\$ 13,200,596</u>	<u>\$ 12,711,212</u>	<u>\$ 489,384</u>	<u>\$ 2,473,153</u>
24						
25	FUND					
26	01100 GENDERAL FUND	\$ 3,314,458	\$ 2,731,431	\$ 2,942,495	\$ (211,064)	\$ 583,027
28	02262 SHIELDED EGG GRADING FEES	343,875	184,011	130,797	53,214	159,864
29	02425 BRAND INSPECTION FEES	3,140,583	2,959,524	3,025,865	(66,341)	181,059
30	02426 PER CAPITA FEE	4,657,629	3,630,077	3,348,388	281,689	1,027,552
31	02427 ANIMAL HEALTH	5,721	-	-	-	5,721
32	02701 MILK INSPECTION FEES	357,955	318,051	213,911	104,140	39,904
33	02817 MILK CONTROL	281,555	196,165	133,490	62,675	85,390
34	03209 MEAT & POULTRY INSPECTION-FED	1,138,971	920,031	891,700	28,331	218,940
35	03032 SHELL EGG FEDERAL INSPECTION	14,403	11,294	10,355	939	3,109
36	03427 AH FEDERAL UMBRELLA	887,528	843,866	846,808	(2,942)	43,662
37	03673 FEDERAL ANIMAL HEALTH DISEASE	31,022	14,633	8,430	6,203	16,389
38	06026 DIAGNOSTIC LABORATORY FEES	1,500,049	1,391,513	1,158,973	232,540	108,536
39	TOTAL BUDGET FUNDING	<u>\$ 15,673,749</u>	<u>\$ 13,200,596</u>	<u>\$ 12,711,212</u>	<u>\$ 489,384</u>	<u>\$ 2,473,153</u>

The Department of Livestock is budgeted for \$15,673,749 including \$210,064 in 2021 budget carryforw and 137.61 FTE in FY 2023. Personal services budget is 87% expended with 89% of payrolls complete. Personal services expended as of May 2023 was \$689,488 higher than May 2022. Operations are 80% expended with 83% of the budget year lapsed. Operation expenses as of May 2023 were \$160,938 lower than May 2022. Overall, Department of Livestock total expenditures were \$489,384 higher than the same period last year. As of May 31, 2023, 84% of the department's budget has been expended.

Personal services budget was increased by \$150,301 across the department. The increase was authorized the 2023 legislation in HB 13

**MONTANA DEPARTMENT OF LIVESTOCK
BUDGETARY EXPENSE COMPARISON REPORT
MAY 31, 2023**

DIVISION: CENTRALIZED SERVICES
PROGRAM: CENTRAL SERVICES AND BOARD OF LIVESTOCK

BUDGET TO ACTUAL EXPENSE COMPARISON REPORT	FY 2023 Budget	Year-to-Date	Same Period	Year to Year Comparison	Balance of Budget Available
		Actual Expenses May FY 2023	Prior Year Actual Expenses May FY 2022		

BUDGETED FTE	13.00
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	A	B	C	D	E	F
61000 PERSONAL SERVICES						
1 61100 SALARIES	\$ 814,465	\$ 736,231	\$ 677,821	\$ 58,410	\$ 78,234	
2 61300 OTHER/PER DIEM	4,500	2,850	2,400	450	1,650	
3 61400 BENEFITS	282,651	273,915	234,181	39,734	8,736	
4 TOTAL PERSONAL SERVICES	1,101,616	1,012,996	914,402	98,594	88,620	
5						
62000 OPERATIONS						
7 62100 CONTRACT	179,414	94,628	99,054	(4,426)	84,786	
8 62200 SUPPLY	131,380	80,506	67,510	12,996	50,874	
9 62300 COMMUNICATION	46,447	31,569	34,495	(2,926)	14,878	
10 62400 TRAVEL	22,384	13,998	10,039	3,959	8,386	
11 62500 RENT	269,782	134,759	148,258	(13,499)	135,023	
12 62700 REPAIR & MAINT	4,129	30	3,126	(3,096)	4,099	
13 62800 OTHER EXPENSES	20,827	3,908	5,607	(1,699)	16,919	
14 TOTAL OPERATIONS	674,363	359,398	368,089	(8,691)	314,965	
15 68000 TRANSFERS						
16 68000 TRANSFERS	102,481	-	-	-	102,481	
17 TOTAL TRANSFERS	102,481	-	-	-	102,481	
18 TOTAL EXPENDITURES	\$ 1,878,460	\$ 1,372,394	\$ 1,282,491	\$ 89,903	\$ 506,066	
19						
20 BUDGETED FUNDS						
21 02426 PER CAPITA	\$ 1,878,460	\$ 1,372,394	\$ 1,282,491	\$ 89,903	\$ 506,066	
22 TOTAL BUDGETED FUNDS	\$ 1,878,460	\$ 1,372,394	\$ 1,282,491	\$ 89,903	\$ 506,066	

Central Services And Board Of Livestock is budgeted \$1,878,460 and 13.00 FTE in FY 2023 and is funded with per capita fees. Personal services budget is 92% expended with 89% of payrolls complete. The personal services expended through May 2023 was \$98,594 higher than May 2022. Operation expenses are 53% expended as of May 2023 and were \$8,691 lower than May 2022. Overall, CSD total expenditures were \$89,903 higher than the same period last year. As of May 31, 2023, CSD has expended 73% of the its budget.

Personal services budget was increased by \$15,900 authorized by 2023 legislation in HB13.

**MONTANA DEPARTMENT OF LIVESTOCK
BUDGETARY EXPENSE COMPARISON REPORT
MAY 31, 2023**

DIVISION: CENTRALIZED SERVICES
PROGRAM: LIVESTOCK LOSS BOARD

BUDGET TO ACTUAL EXPENSE COMPARISON REPORT	FY 2023 Budget	Year-to-Date	Same Period	Year to Year Comparison	Balance of Budget Available
		Actual Expenses May FY 2023	Prior Year Actual Expenses May FY 2022		

BUDGETED FTE	1.00
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	A	B	C	D	E	F
61000 PERSONAL SERVICES						
1	61100 SALARIES	\$ 77,621	\$ 70,267	\$ 66,678	\$ 3,589	\$ 7,354
2	61300 OTHER/PER DIEM	605	-	550	(550)	605
3	61400 BENEFITS	24,942	24,376	21,586	2,790	566
4	TOTAL PERSONAL SERVICES	103,168	94,643	88,814	5,829	8,525
5						
62000 OPERATIONS						
7	62100 CONTRACT	2,403	1,452	1,167	285	951
8	62200 SUPPLY	1,860	1,208	881	327	652
9	62300 COMMUNICATION	5,275	1,600	2,130	(530)	3,675
10	62400 TRAVEL	6,895	887	2,530	(1,643)	6,008
11	62500 RENT	8,494	2,836	3,116	(280)	5,658
12	62700 REPAIR & MAINT	-	10	-	10	(10)
13	62800 OTHER EXPENSES	1,434	1,066	526	540	368
14	TOTAL OPERATIONS	26,361	9,059	10,350	(1,291)	17,302
15	TOTAL EXPENDITURES	\$ 129,529	\$ 103,702	\$ 99,164	\$ 4,538	\$ 25,827
16						
BUDGETED FUNDS						
18	01100 GENERAL FUND	\$ 129,529	\$ 103,702	\$ 99,164	\$ 4,538	\$ 25,827
19	TOTAL BUDGETED FUNDS	\$ 129,529	\$ 103,702	\$ 99,164	\$ 4,538	\$ 25,827

In FY 2023, the Livestock Loss Board is budgeted \$129,529 with 1.00 FTE funded with general fund. The budget includes \$137 of 2021 budget carryforward. The personal services budget is 92% expended with 89% of payrolls complete. Personal services expended as of May 2023 was \$5,829 higher than May 2022. Operations are 34% expended with 83% of the budget year lapsed. Operation expenses as of May 2023 were \$1,291 lower than May 2022. Overall, Livestock Loss Board total expenditures were \$4,538 higher than the same period last year. As of May 31, 2023, LLB has expended 80% of its budget.

Personal services budget was increased by \$1,178 in general fund authorized by 2023 legislation in HB13.

**MONTANA DEPARTMENT OF LIVESTOCK
BUDGETARY EXPENSE COMPARISON REPORT
MAY 31, 2023**

DIVISION: CENTRALIZED SERVICES
PROGRAM: MILK CONTROL BUREAU

BUDGET TO ACTUAL EXPENSE COMPARISON REPORT	FY 2023 Budget	Year-to-Date	Same Period	Year to Year Comparison	Balance of Budget Available
		Actual	Prior Year		
		Expenses May FY 2023	Expenses May FY 2022		

BUDGETED FTE	3.00
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	A	B	C	D	E	F
61000 PERSONAL SERVICES						
1	61100 SALARIES	\$ 170,811	\$ 120,136	\$ 77,191	\$ 42,945	\$ 50,675
2	61300 OTHER/PER DIEM	2,445	400	1,150	(750)	2,045
3	61400 BENEFITS	57,184	45,108	26,224	18,884	12,076
4	TOTAL PERSONAL SERVICES	230,440	165,644	104,565	61,079	64,796
5						
62000 OPERATIONS						
7	62100 CONTRACT	27,856	13,742	16,970	(3,228)	14,114
8	62200 SUPPLY	2,627	4,733	1,106	3,627	(2,106)
9	62300 COMMUNICATION	4,728	2,307	1,530	777	2,421
10	62400 TRAVEL	1,327	251	960	(709)	1,076
11	62500 RENT	11,080	6,935	8,013	(1,078)	4,145
12	62700 REPAIR & MAINT	-	-	-	-	-
12	62800 OTHER EXPENSES	3,497	2,553	346	2,207	944
13	TOTAL OPERATIONS	51,115	30,521	28,925	1,596	20,594
14	TOTAL EXPENDITURES	<u>\$ 281,555</u>	<u>\$ 196,165</u>	<u>\$ 133,490</u>	<u>\$ 62,675</u>	<u>\$ 85,390</u>
15						
16 BUDGETED FUNDS						
17	02817 MILK CONTROL	\$ 281,555	\$ 196,165	\$ 133,490	\$ 62,675	\$ 85,390
18	TOTAL BUDGETED FUNDS	<u>\$ 281,555</u>	<u>\$ 196,165</u>	<u>\$ 133,490</u>	<u>\$ 62,675</u>	<u>\$ 85,390</u>

In FY 2023, The Milk Control Bureau is budgeted \$281,555 and has 3.00 FTE. The bureau is funded with milk industry fees. The personal services budget is 72% expended with 89% of payrolls complete. Personal services expended as of May 2023 were \$61,079 higher than May 2022. Operations are 60% expended with 83% of the budget year lapsed. Operation expenses as of May 2023 were \$1,596 higher than May 2022. Overall, Milk Control Bureau total expenditures were \$62,675 higher than the same period last year. As of May 31, 2023, the Milk Control Bureau has expended 70% of its budget.

Personal services for Milk Control budget was increased by \$2,560 authorized by 2023 legislation in HB13.

**MONTANA DEPARTMENT OF LIVESTOCK
BUDGETARY EXPENSE COMPARISON REPORT
MAY 31, 2023**

DIVISION: ANIMAL HEALTH DIVISION - STATE VETERINARIAN
PROGRAM: STATE VETERINARIAN IMPORT OFFICE

BUDGET TO ACTUAL EXPENSE COMPARISON REPORT	FY 2023 Budget	Year-to-Date	Same Period	Year to Year Comparison	Balance of Budget Available
		Actual Expenses May FY 2023	Prior Year Actual Expenses May FY 2022		

BUDGETED FTE 8.25

	A	B	C	D	E	F
61000 PERSONAL SERVICES						
1	61100 SALARIES	\$ 479,358	\$ 422,634	\$ 373,583	\$ 49,051	\$ 56,724
2	61400 BENEFITS	184,544	156,212	139,593	16,619	28,332
3	TOTAL PERSONAL SERVICES	663,902	578,846	513,176	65,670	85,056
4						
62000 OPERATIONS						
6	62100 CONTRACT	33,779	31,164	33,804	(2,640)	2,615
7	62200 SUPPLY	20,488	20,903	7,725	13,178	(415)
8	62300 COMMUNICATION	16,154	13,127	18,084	(4,957)	3,027
9	62400 TRAVEL	7,540	7,621	13,960	(6,339)	(81)
10	62500 RENT	5,194	5,236	8,363	(3,127)	(42)
11	62700 REPAIR & MAINT	3,026	3,621	2,664	957	(595)
12	62800 OTHER EXPENSES	14,079	13,715	16,134	(2,419)	364
13	TOTAL OPERATIONS	100,260	95,387	100,734	(5,347)	4,873
14	TOTAL	\$ 764,162	\$ 674,233	\$ 613,910	\$ 60,323	\$ 89,929
15						
16 FUND						
17	02426 PER CAPITA FEE	\$ 764,162	\$ 674,233	\$ 613,910	\$ 60,323	\$ 89,929
18	TOTAL BUDGET FUNDING	\$ 764,162	\$ 674,233	\$ 613,910	\$ 60,323	\$ 89,929

The State Veterinarian Office includes Import and Alternative Livestock. In FY 2023, the State Veterinarian Import Office is budgeted \$764,162 with 8.25 FTE and is funded with 02426 per capita fees. The personal services budget is 87% expended with 89% of payrolls complete. Personal services expended as of May 2023 was \$65,670 higher than May 2022. Operations are 95% expended with 83% of the budget year lapsed. Operation expenses as of May 2023 were \$5,347 lower than May 2022. Animal Health has spent \$60,323 more than the same period in FY 2022. As of May 31, 2023 the Animal Health Import Office has expended 88% of its budget.

Personal services for Animal Health budget was increased by \$6,830, authorized by 2023 legislation in HB13.

**MONTANA DEPARTMENT OF LIVESTOCK
BUDGETARY EXPENSE COMPARISON REPORT
MAY 31, 2023**

DIVISION: ANIMAL HEALTH DIVISION - STATE VETERINARIAN
PROGRAM: DESIGNATED SURVEILLANCE AREA (DSA) & FEDERAL ANIMAL HEALTH DISEASE GRANTS

BUDGET TO ACTUAL EXPENSE COMPARISON REPORT		FY 2023 Budget	Year-to-Date	Same Period	Year to Year Comparison	Balance of Budget Available
			Actual Expenses May FY 2023	Prior Year Actual Expenses May FY 2022		
BUDGETED FTE			5.50			
A	B	C	D	E	F	
61000 PERSONAL SERVICES						
1	61100 SALARIES	\$ 336,301	\$ 274,946	\$ 270,727	\$ 4,219	\$ 61,355
2	61400 BENEFITS	122,890	105,062	100,857	4,205	17,828
3	TOTAL PERSONAL SERVICES	459,191	380,008	371,584	8,424	79,183
4						
62000 OPERATIONS						
6	62100 CONTRACT	1,041,673	941,305	996,815	(55,510)	100,368
7	62200 SUPPLY	44,716	33,983	52,186	(18,203)	10,733
8	62300 COMMUNICATION	11,498	5,939	10,146	(4,207)	5,559
9	62400 TRAVEL	16,381	12,922	9,163	3,759	3,459
10	62500 RENT	14,817	17,102	17,973	(871)	(2,285)
11	62700 REPAIR & MAINT	13,320	8,035	15,568	(7,533)	5,285
12	62800 OTHER EXPENSES	63,173	53,086	68,093	(15,007)	10,087
13	TOTAL OPERATIONS	1,205,578	1,072,372	1,169,944	(97,572)	133,206
14						
15	68000 TRANSFERS	\$ 240,000	217,494	212,382	5,112	22,506
16	TOTAL TRANSFERS	240,000	217,494	212,382	5,112	22,506
17	TOTAL EXPENDITURES	\$ 1,904,769	\$ 1,669,874	\$ 1,753,910	\$ (84,036)	\$ 234,895
18						
19 BUDGETED FUNDS						
20	01100 GENERAL FUND	\$ 1,017,241	\$ 826,008	\$ 907,102	\$ (81,094)	\$ 191,233
21	03427 FEDERAL FUNDING	\$ 887,528	843,866	846,808	(2,942)	43,662
22	TOTAL BUDGETED FUNDS	\$ 1,904,769	\$ 1,669,874	\$ 1,753,910	\$ (84,036)	\$ 234,895

The Designated Surveillance Area (DSA) is budgeted for \$1,017,241 and 2.00 FTE in FY 2023 and is funded with General Funds. The Federal Animal Disease Grants is budgeted for \$887,528 and 3.50 FTE in FY 2023 and is funded with Federal Funds. The personal services budget is 83% expended with 89% of payrolls complete. Personal services expended as of May 2023 was \$8,424 higher than May 2022. Operations are 89% expended with 83% of the budget year lapsed. Operation expenses as of May 2023 were \$97,572 lower than May 2022. Overall, total expenditures were \$84,036 lower than the same period last year with 88% of the budget expended.

Federal Umbrella budget was increased to match the federal program award amount by \$36,634.

Personal services budget was increased by \$2,920 and \$3,826 in General Fund and Federal Funding Fees, respectively. The increase was authorized by 2023 legislation in HB13.

**MONTANA DEPARTMENT OF LIVESTOCK
BUDGETARY EXPENSE COMPARISON REPORT
MAY 31, 2023**

**DIVISION: DIAGNOSTIC LABORATORY
PROGRAM: DIAGNOSTIC LABORATORY**

BUDGET TO ACTUAL EXPENSE COMPARISON REPORT		FY 2023	Year-to-Date Actual Expenses May FY 2023	Prior Year Actual Expenses May FY 2022	Year to Year Comparison	Balance of Budget Available
		Budget				
BUDGETED FTE		22.00				
		A	C	D	E	F
1	61000 PERSONAL SERVICES					
2	61100 SALARIES	\$ 1,324,876	\$ 1,159,515	\$ 1,069,958	\$ 89,557	\$ 165,361
3	61400 BENEFITS	475,862	443,864	385,474	58,390	31,998
4	TOTAL PERSONAL SERVICES	<u>1,800,738</u>	<u>1,603,379</u>	<u>1,455,432</u>	<u>147,947</u>	<u>197,359</u>
5						
6	62000 OPERATIONS					
7	62100 CONTRACT	143,693	170,824	145,144	25,680	(27,131)
8	62200 SUPPLY	802,520	730,914	781,281	(50,367)	71,606
9	62300 COMMUNICATION	23,042	23,110	18,191	4,919	(68)
10	62400 TRAVEL	7,471	4,047	1,635	2,412	3,424
11	62500 RENT	87,997	102,080	95,183	6,897	(14,083)
12	62600 UTILITIES	29,338	31,990	31,752	238	(2,652)
13	62700 REPAIR & MAINT	184,814	114,013	132,359	(18,346)	70,801
14	62800 OTHER EXPENSES	69,654	87,525	53,846	33,679	(17,871)
15	TOTAL OPERATIONS	<u>1,348,529</u>	<u>1,264,503</u>	<u>1,259,391</u>	<u>5,112</u>	<u>84,026</u>
16	63000 EQUIPMENT					
17	63100 EQUIPMENT	51,967	2,200	46,478	(44,278)	49,767
18	TOTAL EQUIPMENT	<u>51,967</u>	<u>2,200</u>	<u>46,478</u>	<u>(44,278)</u>	<u>49,767</u>
19	TOTAL	<u>\$ 3,201,234</u>	<u>\$ 2,870,082</u>	<u>\$ 2,761,301</u>	<u>\$ 108,781</u>	<u>\$ 331,152</u>
20						
21	BUDGETED FUNDS					
22	01100 GENERAL FUND	\$ 962,505	\$ 821,188	\$ 893,378	\$ (72,190)	\$ 141,317
23	02426 PER CAPITA FEE	707,658	642,748	700,520	(57,772)	64,910
24	03673 FEDERAL ANIMAL HEALTH DISEASE	31,022	14,633	8,430	6,203	16,389
25	06026 DIAGNOSTIC LABORATORY FEES	1,500,049	1,391,513	1,158,973	232,540	108,536
26	TOTAL BUDGET FUNDING	<u>\$ 3,201,234</u>	<u>\$ 2,870,082</u>	<u>\$ 2,761,301</u>	<u>\$ 108,781</u>	<u>\$ 331,152</u>

The diagnostic laboratory is budgeted for \$3,201,234 and 22 FTE in FY 2023. It is funded with general fund of \$962,505, per capita fees of \$707,658, federal funds of \$31,022, and lab testing fees of \$1,500,049 which includes 2021 per capita fee carryforward of \$27,782. Personal services are 89% expended with 89% of payrolls complete. Personal services expended as of May 2023 were \$147,947 higher than May 2022. Operations are 94% expended with 83% of the budget year lapsed. Operation expenses as of May 2023 were \$5,112 higher than May 2022. Overall, Diagnostic Laboratory total expenditures were \$108,781 higher than the same period last year. As of May 31, 2023, the Diagnostic Lab has expended 90% of its budget.

Personal services budget was increased by \$14,082 and \$10,565 in General Fund and Per Capita Fees, respectively. The increase was authorized by 2023 legislation in HB13.

**MONTANA DEPARTMENT OF LIVESTOCK
BUDGETARY EXPENSE COMPARISON REPORT
MAY 31, 2023**

DIVISION: MILK & EGG INSPECTION BUREAU
PROGRAM: MILK AND EGG / SHIELDED EGG GRADING

BUDGET TO ACTUAL EXPENSE COMPARISON REPORT		FY 2023 Budget	Year-to-Date	Same Period	Year to Year Comparison	Balance of Budget Available
			Actual Expenses May FY 2023	Prior Year Actual Expenses May FY 2022		
BUDGETED FTE		6.75				
	A	B	C	D	E	G
61000 PERSONAL SERVICES						
1	61100 SALARIES	\$ 356,881	\$ 285,975	\$ 203,551	\$ 82,424	\$ 70,906
2	61102 OVERTIME	-	4,297	2,765	1,532	(4,297)
3	61400 BENEFITS	146,114	121,081	85,593	35,488	25,033
4	TOTAL PERSONAL SERVICES	502,995	411,353	291,909	119,444	91,642
5						
62000 OPERATIONS						
7	62100 CONTRACT	132,713	47,147	30,356	16,791	85,566
8	62200 SUPPLY	6,216	10,001	1,258	8,743	(3,785)
9	62300 COMMUNICATION	6,049	3,803	3,096	707	2,246
10	62400 TRAVEL	20,261	18,265	11,329	6,936	1,996
11	62500 RENT	21,822	10,292	5,891	4,401	11,530
12	62700 REPAIR & MAINT	674	1,699	273	1,426	(1,025)
13	62800 OTHER EXPENSES	25,503	10,796	10,951	(155)	14,707
14	TOTAL OPERATIONS	213,238	102,003	63,154	38,849	111,235
15	TOTAL	\$ 716,233	\$ 513,356	\$ 355,063	\$ 158,293	\$ 202,877
16						
17 BUDGETED FUNDS						
18	02262 SHIELDED EGG GRADING FEES	\$ 343,875	\$ 184,011	\$ 130,797	\$ 53,214	\$ 159,864
19	02701 MILK INSPECTION FEES	357,955	318,051	213,911	104,140	39,904
21	03032 SHELL EGG INSPECTION FEES	14,403	11,294	10,355	939	3,109
22	TOTAL BUDGET FUNDING	\$ 716,233	\$ 513,356	\$ 355,063	\$ 158,293	\$ 202,877

The total Milk & Egg program is budgeted \$716,233 with 6.75 FTE in FY 2023 funded with milk inspection fees, egg grading fees and federal shell egg inspection fees. The personal services budget is 82% expended with 89% of payrolls complete. Personal services expended as of May 2023 was \$119,444 higher than May 2022. Operation expense budget is 48% expended with 83% of budget year lapsed. Operation expenses as of May 2023 was \$38,849 higher than May 2022. The Milk & Egg Inspection Bureau total expenditures were \$158,293 higher than the same period last year. As of May 31, 2023, the Milk & Egg program has expended 72% of its budget.

Personal services budget was increased by \$2,068 and \$4,779 in Shielded Egg Grading and Milk Inspection Fees, respectively. The increase was authorized by 2023 legislation in HB13.

**MONTANA DEPARTMENT OF LIVESTOCK
BUDGETARY EXPENSE COMPARISON REPORT
MAY 31, 2023**

**DIVISION: MEAT & POULTRY INSPECTION PROGRAM
PROGRAM: MEAT INSPECTION**

BUDGET TO ACTUAL EXPENSE COMPARISON REPORT	FY 2023 Budget	Year-to-Date	Same Period	Year to Year Comparison	Balance of Budget Available
		Actual Expenses May FY 2023	Prior Year Actual Expenses May FY 2022		

BUDGETED FTE 24.50

	A	B	C	D	E	F
61000 PERSONAL SERVICES						
1	61100 SALARIES	\$ 1,166,464	\$ 904,479	\$ 861,271	\$ 43,208	\$ 261,985
2	61102 OVERTIME	67,228	48,275	82,778	(34,503)	18,953
3	61400 BENEFITS	482,093	416,206	380,215	35,991	65,887
4	TOTAL PERSONAL SERVICES	1,715,785	1,368,960	1,324,264	44,696	346,825
5						
62000 OPERATIONS						
7	62100 CONTRACT	69,167	61,530	59,087	2,443	7,637
8	62200 SUPPLY	12,146	16,158	18,072	(1,914)	(4,012)
9	62300 COMMUNICATION	20,719	21,852	18,837	3,015	(1,133)
10	62400 TRAVEL	65,304	58,567	62,723	(4,156)	6,737
11	62500 RENT	124,530	138,335	128,946	9,389	(13,805)
12	62700 REPAIR & MAINT	16,685	7,224	2,524	4,700	9,461
13	62800 OTHER EXPENSES	325,539	227,938	320,098	(92,160)	97,601
14	TOTAL OPERATIONS	634,090	531,604	610,287	(78,683)	102,486
15	TOTAL EXPENDITURES	<u>\$ 2,349,875</u>	<u>\$ 1,900,564</u>	<u>\$ 1,934,551</u>	<u>\$ (33,987)</u>	<u>\$ 449,311</u>
16						
17 BUDGETED FUNDS						
18	01100 GENERAL FUND	\$ 1,205,183	\$ 980,533	\$ 1,042,851	\$ (62,318)	\$ 224,650
19	02427 ANIMAL HEALTH FEES	5,721	-	-	-	5,721
20	03209 MEAT & POULTRY INSPECTION-FE	1,138,971	920,031	891,700	28,331	218,940
21	TOTAL BUDGET FUNDING	<u>\$ 2,349,875</u>	<u>\$ 1,900,564</u>	<u>\$ 1,934,551</u>	<u>\$ (33,987)</u>	<u>\$ 449,311</u>

In FY 2023, Meat Inspection is budgeted \$2,349,875 with 24.50 FTE and includes \$54,842 of 2021 budget carryforward, \$30,953 general fund and \$23,889 in federal funds. OBPP authorized contingency general fund for employee termination payouts in the amount of \$59,697 which has been added to the budget amount. The bureau is funded with general fund of \$1,205,183, federal meat & poultry inspection funds of \$1,138,971 and \$5,721 of animal health fees levied from licensing as per 81-9-201(1)MCA. Personal services budget is 80% expended with 89% of payrolls complete. Personal services expended as of May 2023 was \$44,696 higher than May 2022. Operations are 84% expended with 83% of the budget year lapsed. Operation expenses as of May 2023 were \$78,683 lower than May 2022. Overall, Meat Inspection total expenditures were \$33,987 lower than the same period last year. As of May 31, 2023 the Meat Inspection program expended 81% of its budget.

Personal services budget was increased by \$13,364 and \$13,364 in General Fund and Federal Funds, respectively. The increase was authorized by 2023 legislation in HB13.

**MONTANA DEPARTMENT OF LIVESTOCK
BUDGETARY EXPENSE COMPARISON REPORT
MAY 31, 2023**

**DIVISION: BRANDS ENFORCEMENT DIVISION
PROGRAM: BRANDS ENFORCEMENT**

BUDGET TO ACTUAL EXPENSE COMPARISON REPORT	FY 2023 Budget	Year-to-Date	Same Period	Year to Year Comparison	Balance of Budget Available
		Actual Expenses May FY 2023	Prior Year Actual Expenses May FY 2022		

BUDGETED FTE 53.61

	A	B	C	D	E	F
61000 PERSONAL SERVICES						
1	61100 SALARIES	\$ 2,576,955	\$ 2,307,096	\$ 2,187,982	\$ 119,114	\$ 269,859
2	61200 OVERTIME	138,171	119,631	172,384	(52,753)	18,540
3	61400 BENEFITS	1,049,575	989,734	918,290	71,444	59,841
4	TOTAL PERSONAL SERVICES	3,764,701	3,416,461	3,278,656	137,805	348,240
5						
62000 OPERATIONS						
7	62100 CONTRACT	156,617	98,227	117,994	(19,767)	58,390
8	62200 SUPPLY	108,382	68,260	80,389	(12,129)	40,122
9	62300 COMMUNICATION	98,926	53,998	82,886	(28,888)	44,928
10	62400 TRAVEL	32,793	32,853	21,666	11,187	(60)
11	62500 RENT	186,539	148,820	136,423	12,397	37,719
12	62600 UTILITIES	5,500	5,113	-	5,113	387
13	62700 REPAIR & MAINT	22,935	12,638	14,812	(2,174)	10,297
14	62800 OTHER EXPENSES	71,539	63,856	44,506	19,350	7,683
15	TOTAL OPERATIONS	683,231	483,765	498,676	(14,911)	199,466
16	TOTAL	\$ 4,447,932	\$ 3,900,226	\$ 3,777,332	\$ 122,894	\$ 547,706
17						
18 BUDGETED FUNDS						
19	02425 BRAND INSPECTION FEES	\$ 3,140,583	\$ 2,959,524	\$ 3,025,865	\$ (66,341)	\$ 181,059
20	02426 PER CAPITA FEES	1,307,349	940,702	751,467	189,235	366,647
21	TOTAL BUDGET FUNDING	\$ 4,447,932	\$ 3,900,226	\$ 3,777,332	\$ 122,894	\$ 547,706

In FY 2023, Brands Enforcement is budgeted for \$4,447,932 with 53.61 FTE and includes \$127,303 of 2021 budget carryforward, \$13,717 in brands fees and \$113,586 in per capita fees. It is funded with brand inspection fees of \$3,140,583 and per capita fees of \$1,307,349. Personal services budget is 90% expended with 89% of payrolls complete. Personal services expended as of May 2023 was \$137,805 higher than May 2022. Operations are 71% expended with 83% of the budget year lapsed. Operation expenses as of May 2023 were \$14,911 lower than May 2022. Overall, Brands Enforcement total expenditures were \$122,894 higher than the same period last year. As of May 31, 2023, the Brands Division has expended 88% of its budget.

Personal services for Brands Division budget was increased by \$58,865 in brands fees, authorized by 2023 legislation in HB13.



Board of Livestock Meeting

Agenda Request Form

From: George Edwards	Division/Program: Livestock Loss Board	Meeting Date: 6/20/23
<u>Agenda Item:</u>		
<p>Background Info: 2023 loss numbers are slightly down from 2022 numbers. Several claims were for registered cattle which means the payouts for 2023 are greater than a year ago for the same period.</p> <p>Submissions of loss prevention grants closed on May 31st. A screening panel of the board will review all grants received and will forward on the full board applications they determine acceptable. LLB will hold a board meeting for the full board to review these applications and award grants to successful applicants. A date for the board meeting has not been set yet but will probably occur in first weeks of July.</p> <p>I am still in recovery from my recent surgery. While in recovery mode I am limited in what work I am allowed to do. All office work is current so there are no outstanding claims.</p>		
Recommendation:		
Time needed:	Attachments:	Yes <input type="checkbox"/> No <input type="checkbox"/>
	Board vote required?	Yes <input type="checkbox"/> No <input type="checkbox"/>

Board of Livestock Report 6/6/23

Montana LLB
 PO Box 202005
 Helena MT 59620
www.llb.mt.gov

George Edwards
 Executive Director
 (406) 444-5609
gedwards@mt.gov

Counties	Cattle	Sheep	Goats	Guard	Horse	Llama/Swine	Totals	Payments
Beaverhead	3	3					6	\$3,562.37
Glacier	1				1		2	\$6,440.95
Granite	3						3	\$4,632.45
Madison	1						1	\$1,982.53
Pondera	7						7	\$40,921.97
Totals	15	3	0	0	1	0	19	\$57,540.27
2022	22			1			23	\$25,508.83

Wolves

Confirmed	4					
Probable	1				1	
Value	\$1,975.26				\$5,000	
Owners	2				1	

Grizzly Bears

Confirmed	7					
Probable	3					
Value	\$40,638.01					
Owners	6					

Mtn Lion

Confirmed		3				
Probable						
Value		\$927.00				
Owners		1				



Board of Livestock Meeting

Agenda Request Form

From: Jay Bodner	Division/Program: Brands	Meeting Date: 6/20/23
<u>Agenda Item:</u> Proposed License Transfer of Headwaters Livestock Auction Market		
Background Info: The current owners submitted a petition letter to request a change in name and ownership of the license for Headwaters Livestock Auction in Three Forks, MT. The prospective buyer is the sole owner of Valley View LLC.		
Recommendation: Approve the purchase and request for transfer of the Headwaters Livestock Auction's market license.		
Time needed: 30 Minutes	Attachments: Yes	Board vote required? Yes
<u>Agenda Item:</u> Request for Hire		
Background Info:		
<ol style="list-style-type: none"> 1. Market Supervisor - Montana Livestock Co., Ramsay 2. District Investigator, District 12 – Gallatin, Eastern Madison, Meagher and Park Counties 		
Recommendation: Approve hiring positions		
Time needed: 10 Minutes	Attachments: No	Board vote required Yes
<u>Agenda Item:</u> Brands Enforcement Update		
Background Info:		
<ul style="list-style-type: none"> • Market & Dealer Audits and license renewals • Staffing • GlideFast • Draft ARM Rules 		
Recommendation:		
Time needed: 30 Minutes	Attachments: No	Board vote required: No
<u>Agenda Item:</u>		
Background Info:		
Recommendation:		
Time needed:	Attachments: Yes No	Board vote required: Yes No
<u>Agenda Item:</u>		
Background Info:		
Recommendation:		
Time needed:	Attachments: Yes No	Board vote required: Yes No

STATE OF MONTANA
GREG GIANFORTE, GOVERNOR

MT DEPARTMENT OF LIVESTOCK
PO BOX 202001
HELENA, MONTANA 59620-2001
(406) 444-7323/FAX (406) 444-1929
livemail@mt.gov



ANIMAL HEALTH & FOOD SAFETY DIVISION (406) 444-2043
BRANDS ENFORCEMENT DIVISION (406) 444-2045
CENTRALIZED SERVICES DIVISION (406) 444-4994
EXECUTIVE OFFICE (406) 444-9321

June 7, 2023

Board of Livestock
Helena, MT 59620

Dear Members,

Please accept this report as my due diligence findings from my examination of the materials provided by the current owners, Jerry and Mary Olson (sellers), of NMC, Inc., DBA Headwaters Livestock Auction, and by the prospective buyer, Brandon Blackstock, sole owner of Valley View LLC, in support of their purchase and request for transfer of the NMC, Inc, DBA Headwaters Livestock Auction's market license.

1. On April 14, 2023, Jerry and Mary Olson submitted a petition letter to request a change in name and ownership of license for Headwaters Livestock Auction in Three Forks, MT.
2. According to the draft sale and purchase agreement executed on January 30, 2023, Brandon Blackstock will secure financing to purchase Headwaters Livestock Auction contingent upon details and conditions outlined in the Purchase - Sale Agreement. This agreement includes the purchase of the land and physical structure of the market and the purchase of personal property related to the business to include the market license.
3. Mr. Blackstock has obtained conditional financing commitments from Glacier Bank covering the real property purchase and working capital needs.
4. In addition to the purchase agreement, financial documents for both buyer and seller have been received. Montana statute (MCA 81-8-234) sets the financial responsibility for livestock markets. Specifically, markets must maintain a financial condition of total assets in excess of total liability, including current assets in excess of current liabilities.

In addition, the Administrative Rules of Montana (ARM 32.15.105(1)(a)(i)) requires current financial statements of the market and person acquiring the market, prepared by a certified public accountant or licensed public accountant are required for any proposed changes in ownership or control of an existing market.

- a. The seller has submitted complete financial statements for the calendar year 2021. In addition, the buyer has submitted a preliminary balance sheet for calendar year 2022, along with a letter from Neil & Company, P.C., certified public accounts, stating formal financials are being prepared and will be available for review in approximately 2 weeks.

b. The buyer has also submitted a preliminary personal financial statement. Per Brittney Jones, Executive Assistant to Mr. Blackstock, this statement was prepared by Wade Weber of Weber & Vanorio, CPAs, PC. The Montana Department of Livestock has requested more detailed financial information from Mr. Blackstock and Valley View LLC to document that the statutory requirements regarding financial responsibility as outlined above have been met. The additional financial information is not available as of the date of this memo. Any additional financial information will be added to the application packet prior to the public hearing.

5. Other documentation the department has received in support of this market transfer include:

- a. The buyer's proposed business plan and a copy of proposed tariffs (fees) for services to be provided at the market. The buyer intends to maintain current sale days. The tariff schedule has been adjusted to account for current feed, vet, trucking, etc., rates. The tariff schedule has been approved by USDA P&S.
- b. A copy of the buyer's application for registration with USDA P&S and a copy of necessary bonds with the department listed as trustee. Per USDA P&S, the registration is complete and pending finalization of the sale.
- c. Documentation from the buyer for the establishment of a custodial account and means of securing payment transactions for livestock proceeds.
- d. Documentation showing the entities are registered with the Montana Secretary of State to conduct business in the state of Montana.
- e. A current livestock scale test report.

Respectfully submitted,

Kelly Calnan
Livestock Market Auditor
Montana Department of Livestock
301 N. Roberts
Helena, MT 59601
Office: 406-444-2788
Email: kelly.calnan@mt.gov

Letter of Intent to Sell
Tab 1



25 Wheatland Rd

Three Forks, MT 59752

406-285-0502

4.14.23

Montana Board of Livestock
Attention: Kelly Calnan
P.O. Box 202001
Helena MT 59620- 2001

Regular and email
Kelly.Calnan@mt.gov

RE: Intent to sell Headwaters Livestock Auction
Three Forks Montana

Dear Board:

Please accept this letter as our notice of our intention to sell the Headwaters Livestock Auction located at 25 Wheatland Road, Three Forks Montana. We have executed a purchase and sale agreement and are proceeding through the terms of that agreement.

Please consider this the notice fulfilling the obligation set forth in ARM 31.15.104.

Please let us know if you need any further information.

NMC, Inc.

BY: Jerry Olson
Shareholder / president

BY: Mary V. Olson
Shareholder / VP

Petition to Transfer Market Certificate
Tab 2

Jay Bodner, Administrator
Brands Enforcement Division
Montana Department of Livestock
PO Box 202001
Helena, MT 59620-2001

May 15, 2023

Narvel Brandon Blackstock
Sole Owner of Valley View LLC
dba Headwaters Livestock Auction
PO Box 929
Three Forks, MT 59752

NMC, INC. dba Headwaters Livestock Auction is in the process of selling Headwaters Livestock Auction, including real estate, market facility, business, and Market to Valley View LLC dba Headwaters Livestock Auction. We respectfully request to transfer said license to Valley View LLC dba Headwaters Livestock Auction as soon as possible.

We have received information from the Department of Livestock outlining the minimum required documentation for this request and have attached requested documentation to this petition of the transfer. Please reach out to Brittney Jones, Executive Assistant at Valley View LLC, for any additional required documentation.

Signed,



Brandon Blackstock
Owner Valley View LLC
dba Headwaters Livestock Auction

Purchase Sale Agreement

Tab 3

(Redacted)

Seller Financial Statements

Tab 4

(Redacted)

Buyer Financial Statements

Tab 5

(Redacted)

Conditional Loan Agreements

Tab 6

(Redacted)

Business Plan

Tab 7

(Financial Statement Redacted)

Valley View LLC dba Headwaters Livestock Auction Business Plan

Valley View LLC dba Headwaters Livestock will operate the existing livestock market in accordance with Montana Department of Livestock and the USDA requirements, to offer consignment and purchase opportunities to the surrounding areas.

We are motivated and eager to offer more and creative opportunities for consignors and buyers alike to increase the volume of livestock sold at Headwaters. Our team consists of a newly appointed Sales Manager & Field Representative along with a secondary commission-based Field Representative who will join us after the license transfer has taken place.

Brandon Blackstock, owner and operator of Valley View LLC dba Headwaters Livestock Auction will also act as a field representative for the company. Our field team plans to create strong, symbiotic, working relationships with surrounding ranchers and offer our assistance in any capacity the producer may need. Valley View LLC plans to offer additional opportunities for livestock drop-off and pick-up to ease the burden on producers.

Continued tight supplies of cattle and increasing prices present opportunities for this auction house's enhanced service levels for both the producer and buyer to result in fair market pricing and increased availability.

Valley View LLC plans to operate special horse sales in the next few years selling yearlings and performance horses. We do not intend to open up to horse traders or kill plant horses. We have a team in place to rigorously hand select horse producers and offer the same creative opportunities for consignment at Headwaters.

All outstanding checks from the custodial account of the predecessor licensee will be monitored and fulfilled within the predecessor's custodial account until that time that there are no remaining outstanding checks.

Valley View LLC dba
Headwaters Livestock Auction
25 Wheatland Rd
Three Forks, MT 59752

Tariff No. 1

Effective:

Section 1. Selling Commission

- A. Cattle - 3% gross sales on first \$35,000 of gross sales; 2.5% gross sales over \$35,000 of gross sales:
- | | | |
|-----|--|--------------|
| 1. | Day Old Calves | \$5.00/head |
| 2. | Feeder Cattle, Calves, Steers, Heifers | \$12.00/head |
| 3. | Cows | \$25.00/head |
| 4. | Bulls, ordinary, 700-900 lbs | \$15.00/head |
| 5. | Bulls, ordinary, 1000 lbs & over | \$20.00/head |
| 6. | Dairy Cows for milking purposes | \$20.00/head |
| 7. | Purebred Bulls for breeding | \$30.00/head |
| 8. | Purebred Cow/Calf Pairs | \$35.00/unit |
| 9. | Purebred Females for breeding | \$30.00/head |
| 10. | Cow/Calf Pair, ordinary | \$25.00/unit |
- B. Hogs – 3% gross sales with minimum charges as follows:
- | | | |
|----|-----------------|-------------|
| 1. | All Market Hogs | \$1.50/head |
| 2. | Boars | \$4.00/head |
- C. Sheep – 3% gross sales with minimum charges as follows:
- | | | |
|----|-----------------------------------|-------------|
| 1. | Lambs | \$3.00/head |
| 2. | Ewes & Bucks | \$3.25/head |
| 3. | Purebred, registered, all classes | \$5.00/head |
- D. Monthly Open Consignment Horse & Mule Sales – 10% gross sales with following charges:
- | | | |
|----|---|--------------------------------|
| 1. | Ponies, Colts (weanlings), Yearlings | \$10.00/head minimum |
| 2. | Saddle Horses & Saddle Mules
Registered & Ridden in Ring | \$35.00/head & 10% gross sales |
| 3. | Other – There will be a \$25.00 up front fee on all loose horses offset through proceeds plus applicable fees incurred. | |
- E. Special Catalog Horse Sales
- | | | |
|--|--|---------------|
| 1. | All Horses & Mules Catalog Fee | \$150.00/head |
| Based on type of sale and expenses for advertising, facility (if held off site) and theme to sale. Consignors that book 3+ horses will get a discounted fee. | | |
| 2. | Pass Out Fee is \$50.00/head or 10% of final bid, whichever is greater at sales that have in excess of 75 head | |
| 3. | Special Catalog sales can be assessed a Pass Out Fee according to Market Conditions but will be published in the Terms and Conditions that is posted for each sale and sent out to consignors. | |
| 4. | No Show Fee | \$200.00/head |
- **Must give vet inspections on animal if injured to not pay a show fee**

5. Transfer Fees At Cost According to Association
NOTE: All permanent paperwork will be held by the office for any reason including proof of with five working days.

Section 2. Resales & No Sales

- A. Resales – will be charged the minimum all-inclusive charge to the nearest even cent, after first deduction for feed day included in the original sale, shall apply to all resales for all classifications.
- B. No Sales – will be charged the minimum all-inclusive charge by classification or \$50.00/head or 10% of final bid, whichever is greater for horses and mules.

Section 3. Yardage

- A. All Livestock \$2.50/head/day

Section 4. Feed

- A. All feed will be charged pursuant to the posted rates at the livestock market.

Section 5. Insurance

- A. The schedule of charges will be rates pursuant to an insurance policy on file with the livestock market and does not contain any charges retained by the insured market.

Section 6. Veterinary Services

- A. The schedule of charges on all necessary veterinary services performed by an accredited veterinarian will be at postal uniform per head rates, pursuant to company agreements with the veterinarian performing such services and does not contain any charges retained by the market.
- B. Inspection Fee \$0.15/head

Section 7. Special or Unusual Services

- A. Special sales & marketing service, such as involved in featured registered cattle and calf sales, not usually required in handling livestock for sale and other than specified, will be charged for under special arrangement.

Section 8. Other Charges & Fees

- A. Check Off money will be collected as stated by Federal and State law.
- B. The schedule of charges on brand inspection, as authorized by the State of Montana, will be posted by the Brand Inspector, and does not include any charges retained by the market.
- C. Backtagging for slaughter cows, heiferettes & bulls \$0.25/head
- D. Credit Cards – is accepted as payment of livestock with the addition of the credit card fees at settlement from buyer at the same rate that is billed the market.
- E. Any miscellaneous charges, like animal disposal fees, that are charged to the facility for livestock owned by either consignor or buyer will be directly charged back to the person(s) who currently own the animal(s) at the same rate as charged to the market.

Market Name

By: _____



Brandon Blackstock

Date: 5/9/2023

Custodial Account Agreement

Tab 8

(Redacted)

Scale Test Reports

Tab 9

2 Test Agency (Name, address, city, state, zip code, phone number, and e-mail address) *State of Montana weights & measure*

3 Scale Owner *Headwater Livestock*

4 Address

5 City *Three Forks* 6 County *Broadwater* 7 State *MT*

8 Scale Manufacturer (Indicator) *Rohtwell-IDS* 9 Model Number *105410* 10 Serial Number *411573*

11 Type Indicator
 Beam Dial Digital Printer

13 Pit Depth *6* Ft. 14 Type Levers *F-E* 15 Scale Capacity *50,000* Lbs. 16 Scale Division (d) *5* Lbs.

17 Class of Scale Not Marked Marked III L
 Marked III

18 Platform Size *16 x 40* 19 Platform Cap. *50,000* Lbs.

20 Category of Livestock Weighed *All*

21 Accessories:
 AZSM (auto-zero) Motion Detection Video Displays Scoreboard
 Scale & Computer are Interfaced Computes: Head/Average Weight

22 Access to Scale for Testing *Okay*

23 Test Date (mm/dd/yyyy) *04-5-23*

24 Last Test Date (mm/dd/yyyy) *10-13-22*

25 Condition of:
a. Gates and Racks *Good*
b. Scale Deck *Good*
c. Scale Pit *Good*

26 Test Results
 Approved Condemned
 Rejected Other

27 SR (Sensitivity Response) Or Discrimination Test

Test Data

Zero Load = _____ Lb. Maximum Load = _____ Lb.

28 Motion Detection Range = _____ Lb.

29 AZSM (auto zero) Range = _____ Lb.

Test Weights		Balance Weights (Pounds) (30c)	Error Weights or Indicated Weight (30d)	Error Column 3-4 (Pounds) (30e)	Test Weights		Balance Weights (Pounds) (30c)	Error Weights or Indicated Weight (30d)	Error Column 3-4 (Pounds) (30e)
Position (30a)	Pounds (30b)				Position (30a)	Pounds (30b)			
Balance	0		0	0	Bal	0		0	
C	2500		2500	0	C	100			
Bal	0		0	0	C	200			
C	5000		5000	0	C	300			
Bal	0		0	0	C	400			
C	7500		7500	0	C	500			
Bal	0		0	0	Bal	0			
C#1	10,000		9995	-5					
2			10,005	+5					
3			10,000	0					
4			10,000	0					
5	10,005		10,005	+5					
6	10,000		10,000	0					
C			10,000	0					
Bal	0		0	0					
31 Decreasing Load Test (Dial and Digital Scales Only)									
Balance									

32 Remarks

Tested & Sealed

33 Receipt of Report Acknowledged (Signature):

34 Scale Inspector (Signature):

[Signature]

Response is required in order to assure that tests and inspections have been made on scales to show their accuracy so that livestock may be weighed (9 CFR 201.72). Information held confidential (9 CFR 201.96).

U.S. DEPARTMENT OF AGRICULTURE
 GRAIN INSPECTION, PACKERS AND
 STOCKYARDS ADMINISTRATION
 PACKERS AND STOCKYARDS PROGRAM

**WEIGHER'S ACKNOWLEDGEMENT
 AND AGREEMENT
 FOR WEIGHING LIVESTOCK**

I, Emilee Iddings,
 (1) Weigher's Name

employed by Valley View LLC dba Headwaters Livestock Auction,
 (2) Weigher's Company Name

at Three Forks, MT, as a weigher
 (3) City (4) State

of livestock, have read and received the Instructions for Weighing Livestock issued under the authority of the Packers and Stockyards Act, 1921, as amended and supplemented. I agree to fully comply with the Instructions. I am aware that it is an offense against the United States to willfully make any false entry of weight or other information on a scale ticket or other record kept by my employer.

(5) SIGNATURE OF WEIGHER:



(6) SIGNATURE OF WITNESS:



(7) DATE:

5/10/23

The employer of the weigher must: Send one copy of the agreement to the Regional Office of the Packers and Stockyards Program, Grain Inspection, Packers and Stockyards Administration, USDA.

Retain one copy for the weigher named on this agreement.

Response is required to acknowledge receipt of Instructions for Weighing Livestock and to show that weigher has read and agrees to follow the instructions (9 CFR 201.73-1). Information held confidential (9 CFR 201.96).

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0580-0015. The time required to complete this information collection is estimated to average 14 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

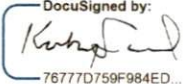
U.S. DEPARTMENT OF AGRICULTURE GRAIN INSPECTION, PACKERS AND STOCKYARDS ADMINISTRATION PACKERS AND STOCKYARDS PROGRAM	WEIGHER'S ACKNOWLEDGEMENT AND AGREEMENT FOR WEIGHING LIVESTOCK
--	---

I, Colter Joyce,
(1) Weigher's Name

employed by Valley View LLC dba Headwaters Livestock Auction,
(2) Weigher's Company Name

at Three Forks, MT, as a weigher
(3) City (4) State

of livestock, have read and received the Instructions for Weighing Livestock issued under the authority of the Packers and Stockyards Act, 1921, as amended and supplemented. I agree to fully comply with the Instructions. I am aware that it is an offense against the United States to willfully make any false entry of weight or other information on a scale ticket or other record kept by my employer.

(5) SIGNATURE OF WEIGHER: 	
(6) SIGNATURE OF WITNESS:	(7) DATE: 5/10/2023

The employer of the weigher must: Send one copy of the agreement to the Regional Office of the Packers and Stockyards Program, Grain Inspection, Packers and Stockyards Administration, USDA.

Retain one copy for the weigher named on this agreement.

Response is required to acknowledge receipt of Instructions for Weighing Livestock and to show that weigher has read and agrees to follow the instructions (9 CFR 201.73-1). Information held confidential (9 CFR 201.96).

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0580-0015. The time required to complete this information collection is estimated to average 14 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

The U.S. Department of Agriculture (USDA) prohibits discrimination in all its programs and activities on the basis of race, color, national origin, age, disability, and where applicable, sex, marital status, familial status, parental status, religion, sexual orientation, genetic information, political beliefs, reprisal, or because all or part of an individual's income is derived from any public assistance program. (Not all prohibited bases apply to all programs.) Persons with disabilities who require alternative means for communication of program information (Braille, large print, audiotape, etc.) should contact USDA's TARGET Center at (202) 720-2600 (voice and TDD). To file a complaint of discrimination, write to USDA, Director, Office of Civil Rights, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, or call (800) 795-3272 (voice) or (202) 720-6382 (TDD). USDA is an equal opportunity provider and employer.

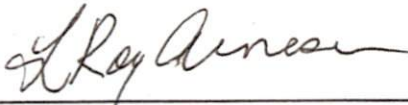

U.S. DEPARTMENT OF AGRICULTURE GRAIN INSPECTION, PACKERS AND STOCKYARDS ADMINISTRATION PACKERS AND STOCKYARDS PROGRAM	WEIGHER'S ACKNOWLEDGEMENT AND AGREEMENT FOR WEIGHING LIVESTOCK
--	---

I, Leroy Arenson,
 (1) Weigher's Name

employed by Valley View LLC dba Headwaters Livestock Auction,
 (2) Weigher's Company Name

at Three Forks, MT, as a weigher
 (3) City (4) State

of livestock, have read and received the Instructions for Weighing Livestock issued under the authority of the Packers and Stockyards Act, 1921, as amended and supplemented. I agree to fully comply with the Instructions. I am aware that it is an offense against the United States to willfully make any false entry of weight or other information on a scale ticket or other record kept by my employer.

(5) SIGNATURE OF WEIGHER: 	
(6) SIGNATURE OF WITNESS: 	(7) DATE: <u>5/10/23</u>

The employer of the weigher must: Send one copy of the agreement to the Regional Office of the Packers and Stockyards Program, Grain Inspection, Packers and Stockyards Administration, USDA.

Retain one copy for the weigher named on this agreement.

Response is required to acknowledge receipt of Instructions for Weighing Livestock and to show that weigher has read and agrees to follow the instructions (9 CFR 201.73-1). Information held confidential (9 CFR 201.96).

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0580-0015. The time required to complete this information collection is estimated to average 14 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

Montana SOS Certification
Tab 10



MONTANA SECRETARY OF STATE

April 13, 2023

Angie D. McCullough
amccullough@wordenthane.com

CERTIFICATION LETTER

I, CHRISTI JACOBSEN, Secretary of State for the State of Montana, do hereby certify that

Valley View LLC

filed its Articles of Organization for Domestic Limited Liability Company with this office and has fulfilled the applicable requirements set forth in law. By virtue of the authority vested in this office, I hereby issue this certificate evidencing the filing is effective on the date shown below.

Certified File Number: C1354850 - 15688596

Effective Date: April 13, 2023

You must maintain a Registered Agent for your company. Failure to do so will subject the business to administrative dissolution/revocation. Your company's annual report is due by April 15th of the next year and each consecutive year thereafter.

Thank you for being a valued member of the Montana business community. I wish you continued success in your endeavors.

A handwritten signature in cursive script that reads "Christi Jacobsen".

Christi Jacobsen
Montana Secretary of State



MONTANA SECRETARY OF STATE

April 14, 2023

Angie D. McCullough
amccullough@wordenthane.com

CERTIFICATION LETTER

I, CHRISTI JACOBSEN, Secretary of State for the State of Montana, do hereby certify that

Headwaters Livestock Auction

filed its Registration of Assumed Business Name with this office and has fulfilled the applicable requirements set forth in law. By virtue of the authority vested in this office, I hereby issue this certificate evidencing the filing is effective on the date shown below.

Certified File Number: A1354879 - 15688791

Effective Date: April 13, 2023

Expiration Date: April 13, 2028

Thank you for being a valued member of the Montana business community. I wish you continued success in your endeavors.

A handwritten signature in cursive script that reads "Christi Jacobsen".

Christi Jacobsen
Montana Secretary of State

Montana Dealer License Application

Tab 11



**DEPARTMENT OF LIVESTOCK
BRANDS ENFORCEMENT DIVISION
MONTANA LIVESTOCK DEALER LICENSE APPLICATION**

PO BOX 202001
HELENA, MT. 59620-2001
OFFICE: (406) 444-2788
Or: (406) 444-2045
WEBSITE: www.liv.mt.gov

Applicant: Please print or type

1. Name of Entity to be Licensed (individual or firm)

Valley View LLC dba Headwaters Livestock Auction

2. Mailing Address

3. Street Address (if different from mailing address)

P.O. Box 92

25 Wheatland Road

4. City

5. State

6. Zip

7. Telephone Number (include area code)

Three Forks

MT

59752

406-285-0502

8. Species of Livestock Handled

Cattle Horses and Mules Sheep and Goats Swine

9. Email Address (if applicable)

headwaters@valleyview.com

10. Type of Organization (mark the appropriate box)

Individual Corporation Partnership Association Other (specify):

11. If Entity is a Corporation or Association, Designate State of Incorporation:

11 a. Date Incorporated

12. Owners, Partners or Offices
(Name and Title)

Social Security Number

Mailing Address

Narvel Brandon Blackstock

4482 Bull Run Gulch Road
Butte, MT 59701

13. Principal Place of Business Activity – Stockyards, Auction Markets, Others

Valley View LLC dba Headwaters Livestock Auction | 25 Wheatland Road, Three Forks, MT 59752

14. If Licensed Previously, Name that the License was Issued Under

15. Livestock Dealer's Accounting Period

Calendar Year

Fiscal Year: _____ to _____

16.

Bank Where Business Accounts are Held: Glacier Bank

Bank Officer: John Winston

City: Butte State: MT Zip: 59701

I understand that as a livestock dealer, I shall maintain records that disclose all purchases and sales of livestock. I understand that as a livestock dealer, I shall, at all reasonable times, give the department access to and let the department copy any of the records relating to my business, as provided by Sec. 81-8-278(MCA).

The statements herein are made in full knowledge of the provisions of Sec. 45-7-203(MCA) which make it a criminal offense to make a willfully false statement or misrepresentation to any Department or Agency of the State of Montana, as to any matter within its jurisdiction.

Signature of Owner, Partner, or Responsible Officer

Title

100% Owner Valley View LLC
dba Headwaters Livestock
Auction

Date

5/11/23

Subscribed and Sworn to before me this 11th day of May 2023



GINA BRULLA
NOTARY PUBLIC for the
State of Montana
Residing at Butte, Montana
My Commission Expires
March 17, 2026

Notary Public for the State of Montana

Residing at Shelby Bow

My Commission expires 3-17-26



DEPARTMENT OF LIVESTOCK
 BRANDS ENFORCEMENT DIVISION
 MONTANA LIVESTOCK DEALER LICENSE APPLICATION
 (Continued)

PO BOX 202001
 HELENA, MT. 59620-2001
 OFFICE: (406) 444-2788
 Or: (406) 444-2045
 WEBSITE: www.liv.mt.gov

To The Department of Livestock
 Brands Enforcement Division Administrator:

I hereby state that I am fully aware and I do willingly accept full responsibility for all transactions, financial or otherwise, made or entered into, by the following person(s) while acting as an agent for me. I will inform the following agents listed below that they will conduct all transactions under the name of the Entity to be licensed as listed on page 1, part 1. Furthermore, I will send all required information to the Packers & Stockyards Administration (at the times required by Packers & Stockyards) concerning the activities of all agents so that the bond amount for the entity (as listed on page 1, part 1) can be determined correctly.

Livestock Dealer Agents: A licensing fee is required for each Livestock Dealer Agent

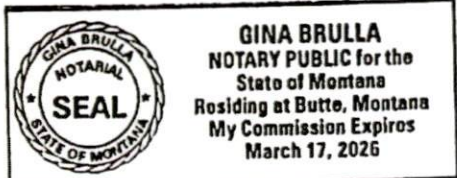
Name of Agent	Social Security Number	Mailing Address & Phone Number
Marvel Brandon Blackstock		4482 Bull Run Gulch Road Butte, MT 59701
Steven Goedert		1610 Carter Creek Road Dillon, MT 59725

All information, concerning the agents listed above, is required to process their license

Name of Licensed Dealer (from page 1, part 1): Valley View LLC dba Headwaters Livestock Auction

Signed: [Signature]
 (Owner, Partner, or Responsible Officer)

Subscribed and Sworn to before me this 11th day of May 2023



Notary Public for the State of Montana
 Residing at Silver Bow
 My Commission expires 3-17-23

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Packers & Stockyards Registration App. & Bonds
Tab 12

United States Department of Agriculture
 Agricultural Marketing Service
 Fair Trade Practices Program
 Packers and Stockyards Division

APPLICATION FOR REGISTRATION
 (Under Packers and Stockyards Act, 1921, as Amended and Supplemented)

1. Name of Applicant to Be Registered (Individual or Firm)
Valley View LLC

2. Trade Name/d.b.a. (if applicable)
dba Headwaters Livestock Auction

3a. Mailing Address
25 Wheatland Road

3b. City Three Forks 3c. County Broadwater 3d. State MT 3e. Zip 59752

4a. Operating Address (if different from mailing address)

4b. City _____ 4c. County _____ 4d. State _____ 4e. Zip _____

5. Telephone 406-285-0502 6. Cell Phone 615-476-7322 7. Fax _____

8. E-Mail Address headwaters@valleyview.com 9. Web Site Address headwaterslivestockauction.com

10. Type of Livestock Handled (Check all that Apply)
 Cattle Swine Sheep and Goats Horses and Mules

11. Character of Business (Check Applicable Operations)
 a. Market Agency: Buying on Commission (Order Buyer) Terminal Stockyard
 Clearing Service Brand Inspection
 Selling on Commission - (Select nature of SOC on line 12) Stockyard Owner _____
 b. Dealer: Buying and Selling (if buying on order for others, select "11a. Buying on Commission")
 c. Clearee Yes No d. Cleared by: _____

12. Indicate the Nature of your Selling on Commission activities
 Posted Stockyard Commission Firm Video Internet Tele-Auction Catalog Sale Board Sale Other

13a. Type of Organization (Check One)
 Association L.L.C. Other (Specify) _____
 Corporation L.L.P.
 Individual Partnership

13b. State Formed Montana 13c. Date Formed April 13, 2023

14a. Owners, Partners, Members, or Officers (Name and Title)	14b. % Ownership	14c. Home Mailing Address (Number, Street, City, State, Zip+4 code)
Narvel Brandon Blackstock	100%	4482 Bull Run Gulch Road, Butte, MT 59701

15. Names and Locations of Posted Stockyards, Auction Markets, Feedlots, and Web Sites Where Applicant Will Operate
Valley View LLC dba Headwaters Livestock Auction - 25 Wheatland Road, Three Forks, MT 59752

16. If Previously Registered, List All Registered Names and Addresses

17. Does Registrant Own or Lease a Scale(s) Used in the Purchase and Sale of Livestock Yes No
If yes, List Physical Location of Scale(s), Model, and Serial Number Ring scale, Rockwell IDS Model Number 105410
Serial Number 411573

18. Reporting Year End
 Calendar Year Basis Fiscal Year Basis: _____ to _____

19. Auction Market Sale Day(s)
 Sun Mon Tue Wed Thu Fri Sat

Market Agency Selling on Commission - Custodial Account Information

20a. Bank Glacier Bank
20b. Street 1880 Harrison Ave 20c. City Butte 20d. State MT 20e. Zip+4 59701
20f. Telephone 406-497-7000 20g. Contact Person John Winston

CERTIFICATION: I certify my current assets exceed my current liabilities, and, therefore meet the financial requirement of the Packers and Stockyards Act, 1921, as amended and supplemented; and the application for registration has been prepared by me or under my direction, and that to the best of my knowledge and belief, this application is true and correct.

21. Signature  21a. Print Name Narvel Brandon Blackstock
22. Title Owner Valley View LLC 23. Date May 9, 2023

Space Below: TO BE COMPLETED BY PACKERS & STOCKYARDS DIVISION

Registration No. _____ Date of Acceptance _____

Type of Registration
 NEW AMENDED REACTIVATED

Registered as MARKET AGENCY SELLING ON COMMISSION DEALER
 MARKET AGENCY BUYING ON COMMISSION BRAND INSPECTION
 MARKET AGENCY - CLEARING SERVICES ALL OTHERS (DESCRIBE) _____

Registration is required in order to operate as a market agency or dealer subject to the Packers and Stockyards Act, 1921, as amended and supplemented, and 9 CFR 201.10 (a). Information held confidential (9 CFR 201.96)

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information is 0581-0308. The time required to complete this information collection is estimated to average 1.5 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

In accordance with Federal law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age, disability, and reprisal or retaliation for prior civil rights activity. (Not all prohibited bases apply to all programs.) Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotope, American Sign Language, etc.) should contact the responsible State or local Agency that administers the program or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information is also available in languages other than English.

To file a complaint alleging discrimination, complete the USDA Program Discrimination Complaint Form, AD-3027, found online at http://www.ascr.usda.gov/complaint_filing_cust.html, or at any USDA office or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by: (a) mail: U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410; (b) fax: (202) 690-7442; or (c) email: program.intake@usda.gov.

**Instructions to Complete
Application For Registration
Form PSD 1000**

Form PSD 1000 is used by applicants to register their operation with the Packers and Stockyards Division (PSD) as a dealer buying and selling livestock for their own account or for the account of others, a market agency buying livestock on a commission basis, or a market agency selling livestock on commission. If any information is missing or incorrect, PSD will return the application form to the principal for completion or correction.

Operating without proper registration and bond may subject the principal to penalties under law, including a fine of not more than \$1,913.00 for each violation and not more than \$96.00 for each day it continues.

Submit the completed form to the regional office of PSD as listed below. The states, provinces, and territories covered by each regional office are listed below the regional office's address.

Regional Offices of the Packers and Stockyards Division Agricultural Marketing Service, Fair Trade Practices Program		
Atlanta Regional Office 75 Ted Turner Drive SW, Ste 230 Atlanta, GA 30303-3308 Telephone: (404) 562-5840 FAX: (404) 562-5848 E-mail: PSDAtlantaGA@usda.gov	Denver Regional Office 3950 Lewiston St., Suite 200 Aurora, CO 80011-1556 Telephone: (303) 375-4240 FAX: (303) 371-4609 E-mail: PSDDenverCO@usda.gov	Des Moines Regional Office 210 Walnut Street, Room 317 Des Moines, IA 50309-2110 Telephone: (515) 323-2579 FAX: (515) 323-2590 E-mail: PSDDesMoinesIA@usda.gov
States Covered	States Covered	States Covered
AL, AR, CT, DC, DE, FL, GA, LA, MA, MD, ME, MS, NC, NH, NJ, NL, NY, PA, PR, QC, RI, SC, TN, VA, VT, WV	AB, AK, AZ, BC, CA, CO, HI, ID, KS, MT, NM, NV, OK, OR, SK, TX, UT, WA, WY	IA, IL, IN, KY, MB, MI, MN, MO, ND, NE, OH, ON, SD, WI

If you have any questions about the form or completing the form, please contact the appropriate regional office of PSD as listed above.

Applicants must complete lines 1 through 23, and sign line 21.

If any information for lines 15 and 16 does not fit into the space provided, attach a separate sheet of paper with the information and include the line number(s) referenced.

Line No.	Subject	Instruction
1	Name of Applicant to be Registered	If you will operate as an individual, enter your first name, middle initial and last name. If you will operate as a partnership, enter each partner's first name, middle initial and last name. If you will operate as a corporation, association, Limited Liability Partnership (L.L.P.), or Limited Liability Corporation (L.L.C.), enter the name of the corporation, association, L.L.P., or L.L.C.
2	Trade Name /d.b.a	Enter the trade name/d.b.a under which you, the applicant, will operate. This is the name the business will use. If you do not operate with a "Trade Name", enter "NA."
3a through 3e	Mailing Address	Enter your mailing address. Enter street, city, county, state, and zip+4. This is the address where all correspondence, regular and certified, from the Packers and Stockyards Division should be sent.
4a through 4e	Operating Address	Enter the operating address and/or physical location. Enter street, city, county, state, and zip+4. This is the address where you conduct your business services.
5 through 8	Telephone, Cell Phone., Fax, and E-Mail Address	Enter the telephone number, including area code, where you may be reached, a cell phone number, a fax number, and, if applicable, the business' e-mail address.
9	Web Site Address (if applicable)	If you operate a web site in conjunction with your livestock operations, enter the complete Web site address the business operates. For example: www.WebSiteName.com
10	Type of Livestock Handled	Check the appropriate box(es) to indicate each type of livestock the business will be handling.
11a and 11b	Character of Business – Market Agency/Dealer	Check each type of operation that applies to the business. If you are completing the application as a stockyard owner, check the box for Stockyard Owner and add the name of the stockyard.
11c	Character of Business - Clearee	If you are named as a Clearee on another registrant's bonding instrument, check "Yes". If you provide your own bonding, check "No" or leave 11c blank.
11d	Character of Business - Cleared by	If you checked "Yes" on 11c, enter the registrant's name providing the bond coverage.
12	Nature of Selling on Commission Activities	Check the type(s) of selling on commission activity that best describes your business
13a through 13c	Type of Organization	Check the appropriate box to indicate the type of organization as it applies to the business' operation. If appropriate, enter the state where the Corporation, LLC, or LLP was formed on 13b., and the date the organization was formed on 13c.

Line No.	Subject	Instruction
14a through 14c	Owners, Members, Partners, Or Officers, (Name and Title), Percent Ownership Home Address (Street, City, State, Zip + 4 Code)	<p>For each owner and every partner, enter their name, title, respective percentage of ownership and home address (street, city, state, zip+4). Provide this information for every individual with any ownership interest, 10% or greater, in the applicant's operation.</p> <p>For every officer or member, enter their name, title, respective percentage of ownership, 10% or greater, and home address (street, city, state, zip+4).</p>
15	Names and location of posted stockyards, auction markets, feedlots, and web sites where applicant will operate	<p>IF APPLYING TO OPERATE AS A DEALER OR MARKET AGENCY, BUYING ON COMMISSION ORDER BUYER: Enter the stockyards and markets (including city and state) where you will conduct business. If you are a dealer or order buyer, buying in multiple states, insert "IN COMMERCE" as your answer.</p> <p>IF APPLYING TO OPERATE AS A MARKET AGENCY SELLING ON COMMISSION: Enter the address of the auction market, including city and state, where you will conduct business.</p> <p>IF OPERATING AT A WEB SITE: Enter the web site(s), other than your own, where you will be purchasing or selling livestock.</p>
16	If Previously Registered, Registered Name and Address	If you were previously registered with the Packers and Stockyards Division, enter the name(s) under which you were previously registered, and the street, city, state, and zip +4 code of the prior business(es).
17	Does the registrant own or lease a scale used in the purchase and sale of livestock?	Check the appropriate box to indicate if the registrant owns or leases a scale used in the purchase and sale of livestock. If yes, enter the location (address, city, state, and zip +4 code), model, and serial number of each scale, or attach a copy of the most recent scale test.
18	Reporting Year End	Every registrant is required to file an annual report on a prescribed form. Check the appropriate box to indicate whether the business is operating/filing on a calendar year or fiscal year basis, which should be the same as you file your income taxes. If operating/filing on a fiscal year basis, enter the beginning and ending dates of the business' fiscal year (for example, November 1 to October 31). If you are filing as a clearor, use the same filing date as the clearor.

Line No.	Subject	Instruction
19	Sale Days-Market Agency Selling on Commission	If the applicant intends to operate as an auction market, check the appropriate box(es) to indicate all of the days the market will conduct regular sales. Special sales need not be included on the application form.
20a through 20f	Market Agency Selling on Commission - Custodial Account	<p>Every market agency selling on commission is required to establish and maintain a separate bank account designated "Custodial Account for Shippers' Proceeds".</p> <p>For the bank where this account has been established, enter the name, address, telephone number, and the name of a contact person.</p> <p>More information about this account is available from the regional offices of the Packers and Stockyards Division included on Page 1 of this document</p>
CERTIFICATION		
21 and 21a	Signature (Owner, Partner, Or Responsible Officer or Member), Print Name	<p>The applicant must sign the application if operating as an individual.</p> <p>If the applicant is a partnership, the signature must be that of a partner.</p> <p>If the applicant is a corporation, association, L.L.C., or L.L.P., the signature must be that of an owner, officer, or member.</p> <p>Print the name of the person signing the application</p>
22	Title	Enter the title of the person signing the application.
23	Date	Enter the date the application is signed by the applicant.

U.S. Department Of Agriculture Agricultural Marketing Service Fair Trade Practices Program Packers and Stockyards Division	SURETY BOND REQUIRED OF LIVESTOCK MARKET AGENCIES, DEALERS, AND PACKERS Subject to the Packers And Stockyards Act, 1921, as Amended and Supplemented
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1. Bond Number 7901140184

2. Principal Name, Address, Phone, and Email Valley View LLC dba Headwaters Livestock Auction 25 Wheatland Road Three Forks, MT 59752	3. Surety Name, Address, Phone, and Email Nationwide Mutual Insurance Company 1100 Locust Street, Department 2006 Des Moines, IA 50391 866-387-0457 <u>bondcomm@nationwide.com</u>
--	--

4. Trustee (List if required by State,) Name, Address, Phone, and Email
 Administrator, Brands Enforcement Division, Montana Department of Livestock
 Po Box 202001, Helena MT 59620-2001
 4064442788

5a. Amount of Bond (Spell out dollar amount) One Hundred Thirty Five Thousand and no/100 dollars	5b. Dollar Amount \$ 135,000.00
--	---

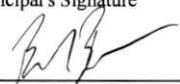

6. Check the box showing the condition clause that applies to your bond. Each type of operation requires a separate financial instrument.

Applicable if Principal SELLS on commission <input checked="" type="checkbox"/> Condition Clause 1	(1) If Principal shall pay when due to the person or persons entitled thereto the gross amount, less lawful charges, for which all livestock is sold for the accounts of others by Principal, then this bond shall not be liable, but if there shall be any defaults, failures, or neglects under any one or more of the listed conditions, then this bond shall be liable, subject to the following terms, conditions, and limitations as listed in (a) through (l):
Applicable if Principal BUYS on commission or as a dealer <input type="checkbox"/> Condition Clause 2	(2) If Principal shall pay when due to the person or persons entitled thereto the purchase price of all livestock purchased by Principal for his/her own account or for the accounts of others, and if Principal safely keeps and properly disburses all funds, if any, which come into his/her hands for the purpose of paying for livestock purchased for the accounts of others, then this bond shall not be liable, but if there shall be any defaults, failures, or neglects under any one or more of the listed conditions, then this bond shall be liable, subject to the following terms, conditions, and limitations as listed in (a) through (l):
Applicable if other registrants CLEAR through Principal <input type="checkbox"/> Condition Clause 3	(3) If Principal, acting as a clearing agency responsible for the financial obligations of other registrants engaged in buying livestock, hereinafter referred to as "clearers," including: <hr/> <hr/> or if Principal's clearers shall (1) pay when due to the person or persons entitled thereto the purchase price of all livestock purchased by Principal's clearers for their own accounts or for the accounts of others and (2) safely keep and properly disburse all funds coming into the hands of Principal or Principal's clearers for the purpose of paying for livestock purchased for the accounts of others, then this bond shall not be liable, but if there shall be any defaults, failures, or neglects under any one or more of the listed conditions, then this bond shall be liable, subject to the following terms, conditions, and limitations as listed in (a) through (l):
Applicable if Principal BUYS as a Packer <input type="checkbox"/> Condition Clause 4	(4) If Principal shall pay when due to the person or persons entitled thereto the purchase price of all livestock purchased for purposes of slaughter by Principal for his/her own account, then this bond shall not be liable, but if there shall be any defaults, failures, or neglects under any one or more of the listed conditions, then this bond shall be liable, subject to the following terms, conditions, and limitations as listed in (a) through (l):

- (a) This bond shall apply only to transactions occurring on or at any time after the date hereof, and before the effective date of termination hereof as hereinafter provided.
- (b) Payment by Surety to a claimant or to Trustee in settlement of one or more claims shall discharge Surety as to those claims and shall reduce the penal sum of this bond to the extent of such payment or payments.
- (c) Any person damaged by failure of Principal to comply with any condition clause of this bond may maintain suit in his or her own name to recover on this bond even though such person is not a party named in this bond. Trustee may maintain suit in his or her own name, the recovery to be made for the use of the persons damaged. Principal and Surety hereby waive every defense, if any, based on the fact that any person damaged or in whose name a suit shall be brought, is not a party or privy to this bond.

- (d) Any claim for recovery on this bond must be filed in writing with either Surety, Trustee if one is named, or the Deputy Administrator, Agricultural Marketing Service, Fair Trade Practices Program, Packers and Stockyards Division, U.S. Department of Agriculture (hereinafter known as "Deputy Administrator"), and whichever of these parties receives such a claim shall notify the other such party or parties at the earliest practicable date. **Surety/Trustee, prior to paying any claimant, shall determine the total amount due to all claimants under this surety bond. In the event that claims filed against this bond exceeds the amount of the bond, the funds paid shall be prorated to the valid claimants known by Surety/Trustee. Surety/Trustee shall determine the total amount of valid claims prior to disbursing any portion of the bond.**
- (e) The Deputy Administrator is authorized to designate a trustee to represent all claimants under this bond if (1) any claim is filed or any action is required to recover damages for breach of any condition of this bond, and if (2) a trustee is not designated herein or Trustee designated herein fails or is unable to act or serve.
- (f) Surety shall not be liable to pay any claim for recovery on this bond if it is not filed in writing within 60 days from the date of the transaction on which the claim is based, or if suit thereon is commenced less than 120 or more than 547 days from the date of the transaction on which the claim is based.
- (g) The proceeds of this bond shall not be used to pay fees, salaries, or expenses for legal representation of Surety or Principal.
- (h) The term "person" as used in this bond shall be construed to mean and include both singular and plural, corporations, partnerships, associations, individuals, and the heirs, executors, administrators, successors, or assigns thereof.
- (i) The acts, omissions or failures of authorized agents or representatives of Principal or persons whom Principal shall knowingly permit to represent themselves as acting for Principal shall be taken and construed to be the acts, omissions, or failures of Principal and to be within the protection of this bond to the same extent and in the same manner as if they were the personal acts of Principal.
- (j) Termination of the clearing services for a registrant under condition clause three (3) of this bond may be accomplished by issuance of a rider or endorsement by Surety herein deleting the name of the registrant as a clearee. Termination of the clearing services shall become effective thirty (30) days after the date of receipt of the rider or endorsement by the Packers and Stockyards Division.
- (k) This bond may be terminated by either party hereto delivering written notice of termination to the other party and the Packers and Stockyards Division at least thirty (30) days prior to the effective date of such termination. In the event that Surety named herein writes a new bond to replace this bond for the same Principal, the thirty (30) day termination will be waived, and this bond will terminate as of the effective date of the replacement bond. Immediately upon filing of a claim for recovery on this bond, unless Surety believes that such claim is invalid, Surety shall cause termination of this bond in accordance with this paragraph.
- (l) A fully executed duplicate of this bond and of any endorsement, amendment, rider, or other attachment hereto, shall be filed with the Regional Director, Packers and Stockyards Division, for the area in which Principal resides or has his, her, or its principal place of business.

7. Signatures

a. Principal's Signature 	Name & Title Valley View LLC dba Headwaters Livestock Auction
b. Surety's Signature  05/01/2023	Name & Title Nationwide Mutual Insurance Company Elizabeth Moore, Attorney-in-Fact
c. Trustee's Signature	Name & Title Administrator, Brands Enforcement Division, Montana Department of Livestock



8. Date Effective May 26, 2023

9. Attach Power Of Attorney

An adequate bond and registration is required in order to operate as a market agency or dealer as defined in Section 301 or packer as defined in Section 201 of the Packers and Stockyards Act, 1921, as amended and supplemented (7 U.S.C. 201 and 7 U.S.C. 191, respectively) and 9 CFR 201.29. Information held confidential (9 CFR 201.96).

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information is 0581-0308. The time required to complete this information collection is estimated to average 2.25 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

In accordance with Federal law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age, disability, and reprisal or retaliation for prior civil rights activity. (Not all prohibited bases apply to all programs.) Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotape, American Sign Language, etc.) should contact the responsible State or local Agency that administers the program or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information is also available in languages other than English.

To file a complaint alleging discrimination, complete the USDA Program Discrimination Complaint Form, AD-3027, found online at http://www.ascr.usda.gov/complaint_filing_cust.html, or at any USDA office or write a letter addressed to USDA and provided in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by: (a) mail: U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410; (b) fax: (202) 690-7442; or (c) email: program.intake@usda.gov.

Power of Attorney

KNOW ALL MEN BY THESE PRESENTS THAT:

Nationwide Mutual Insurance Company, an Ohio corporation

hereinafter referred to severally as the "Company" and collectively as "the Companies" does hereby make, constitute and appoint:

Elizabeth Moore

each in their individual capacity, its true and lawful attorney-in-fact, with full power and authority to sign, seal, and execute on its behalf any and all bonds and undertakings, and other obligatory instruments of similar nature, in penalties not exceeding the sum of

One Hundred Thirty Five Thousand and no/100 dollars (\$135,000.00)

and to bind the Company thereby, as fully and to the same extent as if such instruments were signed by the duly authorized officers of the Company; and all acts of said Attorney pursuant to the authority given are hereby ratified and confirmed.

This power of attorney is made and executed pursuant to and by authority of the following resolution duly adopted by the board of directors of the Company:

"RESOLVED, that the president, or any vice president be, and each hereby is, authorized and empowered to appoint attorneys-in-fact of the Company, and to authorize them to execute and deliver on behalf of the Company any and all bonds, forms, applications, memorandums, undertakings, recognizances, transfers, contracts of indemnity, policies, contracts guaranteeing the fidelity of persons holding positions of public or private trust, and other writings obligatory in nature that the business of the Company may require; and to modify or revoke, with or without cause, any such appointment or authority; provided, however, that the authority granted hereby shall in no way limit the authority of other duly authorized agents to sign and countersign any of said documents on behalf of the Company."

"RESOLVED FURTHER, that such attorneys-in-fact shall have full power and authority to execute and deliver any and all such documents and to bind the Company subject to the terms and limitations of the power of attorney issued to them, and to affix the seal of the Company thereto; provided, however, that said seal shall not be necessary for the validity of any such documents."

This power of attorney is signed and sealed under and by the following bylaws duly adopted by the board of directors of the Company.

Execution of Instruments. Any vice president, any assistant secretary or any assistant treasurer shall have the power and authority to sign or attest all approved documents, instruments, contracts, or other papers in connection with the operation of the business of the company in addition to the chairman of the board, the chief executive officer, president, treasurer or secretary; provided, however, the signature of any of them may be printed, engraved, or stamped on any approved document, contract, instrument, or other papers of the Company.

IN WITNESS WHEREOF, the Company has caused this instrument to be sealed and duly attested by the signature of its officer the 20th day of August, 2021.



Antonio C. Albanese, **Vice President** of Nationwide Mutual Insurance Company

ACKNOWLEDGMENT

STATE OF NEW YORK COUNTY OF NEW YORK: ss

On this 20th day of August, 2021, before me came the above-named officer for the Company aforesaid, to me personally known to be the officer described in and who executed the preceding instrument, and he acknowledged the execution of the same, and being by me duly sworn, deposes and says, that he is the officer of the Company aforesaid, that the seal affixed hereto is the corporate seal of said Company, and the said corporate seal and his signature were duly affixed and subscribed to said instrument by the authority and direction of said Company.



Stephanie Rubino McArthur
Notary Public, State of New York
No. 02MC6270117
Qualified in New York County
Commission Expires October 19, 2024

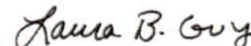


Notary Public
My Commission Expires
October 19, 2024

CERTIFICATE

I, Laura B. Guy, Assistant Secretary of the Company, do hereby certify that the foregoing is a full, true and correct copy of the original power of attorney issued by the Company; that the resolution included therein is a true and correct transcript from the minutes of the meetings of the boards of directors and the same has not been revoked or amended in any manner; that said Antonio C. Albanese was on the date of the execution of the foregoing power of attorney the duly elected officer of the Company, and the corporate seal and his signature as officer were duly affixed and subscribed to the said instrument by the authority of said board of directors; and the foregoing power of attorney is still in full force and effect.

IN WITNESS WHEREOF, I have hereunto subscribed my name as Assistant Secretary, and affixed the corporate seal of said Company this 1st day of May, 2023.



Assistant Secretary

U.S. Department Of Agriculture Agricultural Marketing Service Fair Trade Practices Program Packers and Stockyards Division	SURETY BOND REQUIRED OF LIVESTOCK MARKET AGENCIES, DEALERS, AND PACKERS Subject to the Packers And Stockyards Act, 1921, as Amended and Supplemented
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1. Bond Number 7901141627

2. Principal Name, Address, Phone, and Email Valley View LLC dba Headwaters Livestock Auction 25 Wheatland Road Three Forks, MT 59752	3. Surety Name, Address, Phone, and Email Nationwide Mutual Insurance Company 1100 Locust Street, Department 2006 Des Moines, IA 50391 866-387-0457 <u>bondcomm@nationwide.com</u>
--	--

4. Trustee (List if required by State,) Name, Address, Phone, and Email
 Administrator, Brands Enforcement Division, Montana Department of Livestock
 Po Box 202001, Helena MT 59620-2001
 4064442788

5a. Amount of Bond (Spell out dollar amount) Ten Thousand and no/100 dollars	5b. Dollar Amount \$ 10,000.00
---	---------------------------------------



6. Check the box showing the condition clause that applies to your bond. Each type of operation requires a separate financial instrument.

Applicable if Principal SELLS on commission <input type="checkbox"/> Condition Clause 1	(1) If Principal shall pay when due to the person or persons entitled thereto the gross amount, less lawful charges, for which all livestock is sold for the accounts of others by Principal, then this bond shall not be liable, but if there shall be any defaults, failures, or neglects under any one or more of the listed conditions, then this bond shall be liable, subject to the following terms, conditions, and limitations as listed in (a) through (l):
Applicable if Principal BUYS on commission or as a dealer <input checked="" type="checkbox"/> Condition Clause 2	(2) If Principal shall pay when due to the person or persons entitled thereto the purchase price of all livestock purchased by Principal for his/her own account or for the accounts of others, and if Principal safely keeps and properly disburses all funds, if any, which come into his/her hands for the purpose of paying for livestock purchased for the accounts of others, then this bond shall not be liable, but if there shall be any defaults, failures, or neglects under any one or more of the listed conditions, then this bond shall be liable, subject to the following terms, conditions, and limitations as listed in (a) through (l):
Applicable if other registrants CLEAR through Principal <input type="checkbox"/> Condition Clause 3	(3) If Principal, acting as a clearing agency responsible for the financial obligations of other registrants engaged in buying livestock, hereinafter referred to as "clearees," including: <hr/> <hr/> or if Principal's clearees shall (1) pay when due to the person or persons entitled thereto the purchase price of all livestock purchased by Principal's clearees for their own accounts or for the accounts of others and (2) safely keep and properly disburse all funds coming into the hands of Principal or Principal's clearees for the purpose of paying for livestock purchased for the accounts of others, then this bond shall not be liable, but if there shall be any defaults, failures, or neglects under any one or more of the listed conditions, then this bond shall be liable, subject to the following terms, conditions, and limitations as listed in (a) through (l):
Applicable if Principal BUYS as a Packer <input type="checkbox"/> Condition Clause 4	(4) If Principal shall pay when due to the person or persons entitled thereto the purchase price of all livestock purchased for purposes of slaughter by Principal for his/her own account, then this bond shall not be liable, but if there shall be any defaults, failures, or neglects under any one or more of the listed conditions, then this bond shall be liable, subject to the following terms, conditions, and limitations as listed in (a) through (l):

- (a) This bond shall apply only to transactions occurring on or at any time after the date hereof, and before the effective date of termination hereof as hereinafter provided.
- (b) Payment by Surety to a claimant or to Trustee in settlement of one or more claims shall discharge Surety as to those claims and shall reduce the penal sum of this bond to the extent of such payment or payments.
- (c) Any person damaged by failure of Principal to comply with any condition clause of this bond may maintain suit in his or her own name to recover on this bond even though such person is not a party named in this bond. Trustee may maintain suit in his or her own name, the recovery to be made for the use of the persons damaged. Principal and Surety hereby waive every defense, if any, based on the fact that any person damaged or in whose name a suit shall be brought, is not a party or privy to this bond.

- (d) Any claim for recovery on this bond must be filed in writing with either Surety, Trustee if one is named, or the Deputy Administrator, Agricultural Marketing Service, Fair Trade Practices Program, Packers and Stockyards Division, U.S. Department of Agriculture (hereinafter known as "Deputy Administrator"), and whichever of these parties receives such a claim shall notify the other such party or parties at the earliest practicable date. **Surety/Trustee, prior to paying any claimant, shall determine the total amount due to all claimants under this surety bond. In the event that claims filed against this bond exceeds the amount of the bond, the funds paid shall be prorated to the valid claimants known by Surety/Trustee. Surety/Trustee shall determine the total amount of valid claims prior to disbursing any portion of the bond.**
- (e) The Deputy Administrator is authorized to designate a trustee to represent all claimants under this bond if (1) any claim is filed or any action is required to recover damages for breach of any condition of this bond, and if (2) a trustee is not designated herein or Trustee designated herein fails or is unable to act or serve.
- (f) Surety shall not be liable to pay any claim for recovery on this bond if it is not filed in writing within 60 days from the date of the transaction on which the claim is based, or if suit thereon is commenced less than 120 or more than 547 days from the date of the transaction on which the claim is based.
- (g) The proceeds of this bond shall not be used to pay fees, salaries, or expenses for legal representation of Surety or Principal.
- (h) The term "person" as used in this bond shall be construed to mean and include both singular and plural, corporations, partnerships, associations, individuals, and the heirs, executors, administrators, successors, or assigns thereof.
- (i) The acts, omissions or failures of authorized agents or representatives of Principal or persons whom Principal shall knowingly permit to represent themselves as acting for Principal shall be taken and construed to be the acts, omissions, or failures of Principal and to be within the protection of this bond to the same extent and in the same manner as if they were the personal acts of Principal.
- (j) Termination of the clearing services for a registrant under condition clause three (3) of this bond may be accomplished by issuance of a rider or endorsement by Surety herein deleting the name of the registrant as a clearer. Termination of the clearing services shall become effective thirty (30) days after the date of receipt of the rider or endorsement by the Packers and Stockyards Division.
- (k) This bond may be terminated by either party hereto delivering written notice of termination to the other party and the Packers and Stockyards Division at least thirty (30) days prior to the effective date of such termination. In the event that Surety named herein writes a new bond to replace this bond for the same Principal, the thirty (30) day termination will be waived, and this bond will terminate as of the effective date of the replacement bond. Immediately upon filing of a claim for recovery on this bond, unless Surety believes that such claim is invalid, Surety shall cause termination of this bond in accordance with this paragraph.
- (l) A fully executed duplicate of this bond and of any endorsement, amendment, rider, or other attachment hereto, shall be filed with the Regional Director, Packers and Stockyards Division, for the area in which Principal resides or has his, her, or its principal place of business.

7. Signatures

a. Principal's Signature 	Name & Title Valley View LLC dba Headwaters Livestock Auction
b. Surety's Signature  05/15/2023	Name & Title Nationwide Mutual Insurance Company Elizabeth Moore, Attorney-in-Fact
c. Trustee's Signature	Name & Title Administrator, Brands Enforcement Division, Montana Department of Livestock



8. Date Effective May 26, 2023

9. Attach Power Of Attorney

An adequate bond and registration is required in order to operate as a market agency or dealer as defined in Section 301 or packer as defined in Section 201 of the Packers and Stockyards Act, 1921, as amended and supplemented (7 U.S.C. 201 and 7 U.S.C. 191, respectively) and 9 CFR 201.29. Information held confidential (9 CFR 201.96).

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Power of Attorney

KNOW ALL MEN BY THESE PRESENTS THAT:

Nationwide Mutual Insurance Company, an Ohio corporation

hereinafter referred to severally as the "Company" and collectively as "the Companies" does hereby make, constitute and appoint:

Elizabeth Moore

each in their individual capacity, its true and lawful attorney-in-fact, with full power and authority to sign, seal, and execute on its behalf any and all bonds and undertakings, and other obligatory instruments of similar nature, in penalties not exceeding the sum of

Ten Thousand and no/100 dollars (\$10,000.00)

and to bind the Company thereby, as fully and to the same extent as if such instruments were signed by the duly authorized officers of the Company; and all acts of said Attorney pursuant to the authority given are hereby ratified and confirmed.

This power of attorney is made and executed pursuant to and by authority of the following resolution duly adopted by the board of directors of the Company:

"RESOLVED, that the president, or any vice president be, and each hereby is, authorized and empowered to appoint attorneys-in-fact of the Company, and to authorize them to execute and deliver on behalf of the Company any and all bonds, forms, applications, memorandums, undertakings, recognizances, transfers, contracts of indemnity, policies, contracts guaranteeing the fidelity of persons holding positions of public or private trust, and other writings obligatory in nature that the business of the Company may require; and to modify or revoke, with or without cause, any such appointment or authority; provided, however, that the authority granted hereby shall in no way limit the authority of other duly authorized agents to sign and countersign any of said documents on behalf of the Company."

"RESOLVED FURTHER, that such attorneys-in-fact shall have full power and authority to execute and deliver any and all such documents and to bind the Company subject to the terms and limitations of the power of attorney issued to them, and to affix the seal of the Company thereto; provided, however, that said seal shall not be necessary for the validity of any such documents."

This power of attorney is signed and sealed under and by the following bylaws duly adopted by the board of directors of the Company.

Execution of Instruments. Any vice president, any assistant secretary or any assistant treasurer shall have the power and authority to sign or attest all approved documents, instruments, contracts, or other papers in connection with the operation of the business of the company in addition to the chairman of the board, the chief executive officer, president, treasurer or secretary; provided, however, the signature of any of them may be printed, engraved, or stamped on any approved document, contract, instrument, or other papers of the Company.

IN WITNESS WHEREOF, the Company has caused this instrument to be sealed and duly attested by the signature of its officer the 20th day of August, 2021.

Antonio C. Albanese, **Vice President** of Nationwide Mutual Insurance Company

ACKNOWLEDGMENT

STATE OF NEW YORK COUNTY OF NEW YORK: ss

On this 20th day of August, 2021, before me came the above-named officer for the Company aforesaid, to me personally known to be the officer described in and who executed the preceding instrument, and he acknowledged the execution of the same, and being by me duly sworn, deposes and says, that he is the officer of the Company aforesaid, that the seal affixed hereto is the corporate seal of said Company, and the said corporate seal and his signature were duly affixed and subscribed to said instrument by the authority and direction of said Company.



Stephanie Rubino McArthur
Notary Public, State of New York
No. 02MC6270117
Qualified in New York County
Commission Expires October 19, 2024

Notary Public
My Commission Expires
October 19, 2024

CERTIFICATE

I, Laura B. Guy, Assistant Secretary of the Company, do hereby certify that the foregoing is a full, true and correct copy of the original power of attorney issued by the Company; that the resolution included therein is a true and correct transcript from the minutes of the meetings of the boards of directors and the same has not been revoked or amended in any manner; that said Antonio C. Albanese was on the date of the execution of the foregoing power of attorney the duly elected officer of the Company, and the corporate seal and his signature as officer were duly affixed and subscribed to the said instrument by the authority of said board of directors; and the foregoing power of attorney is still in full force and effect.

IN WITNESS WHEREOF, I have hereunto subscribed my name as Assistant Secretary, and affixed the corporate seal of said Company this 15th day of May, 2023.

Assistant Secretary



Board of Livestock Meeting

Agenda Request Form

From: Dr. Marty Zaluski	Division/Program: Animal Health & Food Safety	Meeting Date: 6/20/23
Agenda Item: Request to Hire Compliance Tech		
<p>Background Info: Ms. Britta Sekora was a successful candidate for the Import Manager vacancy created by the departure of Ms. Brooke Hoopes which now leaves a vacancy for a Compliance Tech position in the Animal Health Bureau import office.</p> <p>The Compliance tech position conducts critical duties in the import office including answering the permit line for animal imports, sending veterinary supplies such as tags and forms to Montana veterinarians, checking import documents for compliance with Montana regulations, entering traceability data, and following up on noncompliant imports.</p> <p>This specific position's additional duties include issuing semen import permits, import quarantines, fulfilling public records requests, and receiving bison operations reports.</p> <p>Recommendation: Approve filling vacancy</p>		
Time needed: 5 min	Attachments: No	Board vote required: Yes

Agenda Item: Provide Zoonotic Potential of Brucellosis		
<p>Background Info: During a prior board meeting, Ms. Nina Baucus requested Dr. DeGroot to provide an overview of the zoonotic potential of brucellosis.</p> <p>Dr. DeGroot will present on <i>Brucella abortus</i>, and other common strains of brucellosis of human significance.</p>		
Time needed: 20 min	Attachments: No	Board vote required: No

Agenda Item: Operational Update		
<p>Background Info: Bureau Staff will provide updates on:</p> <ul style="list-style-type: none"> • Brucellosis case investigation • Brucellosis • Interagency Bison Management Plan meeting (June 7) • Travel report from WSLHA • Trip Report - Regional Ruckus in Charlotte NC from Dr. Merry Michalski <p>This in-person meeting during April 18-20 was an opportunity for state animal/agricultural groups to network and collaborate on disease management and natural disaster emergency preparedness. Leadership from the Southern Agricultural and Animal Disaster Response Alliance (SAADRA), New England States Animal Agricultural Security Alliance (NESAASA), and Multi-State Partnership for Security in Agriculture (MSP) facilitated discussion.</p> <p>Discussion included:</p> <ul style="list-style-type: none"> • Secure Beef Supply <ul style="list-style-type: none"> ○ Need for a working group to harmonize SBS plans nationally and provide guidance to standardize the review process. ○ Need for an update to the SBS website to distill the information so it is easier for veterinarians and producers to understand and complete the process. • Relationships with academic partners <ul style="list-style-type: none"> ○ Work with academic partners to reach out to students and community. ○ Partnership could facilitate providing ER prep education to students so they would be trained to help during emergencies. • Risk Communication 		

Current communication on ER prep has been fear-based. Instead, communication should focus on prevention of production diseases and highlighting benefits of preparation.

- Personnel Gaps
 - National problem. Contributing factors include compassion fatigue, limited financial opportunities, and turnover/retirement.
 - Lack of trained personnel leads to longer response times and less workforce during emergencies.
 - Increase compensation, collaborate with other states to share resources and ideas, and increase educational opportunities.

MM was able to meet with veterinarians from Washington and Oregon to discuss formation of a regional partnership of Western States that would focus on collaborative planning, mitigation, response, and recovery for natural disasters and animal diseases

- **Trip Report – Program Disease Skills Training in Ames, IA from Dr. Merry Michalski**

This in-person training course during April 25-28 consisted of a half day of lecture followed by a hands-on laboratory section. We learned about livestock disease and practiced several field skills including:

- Comparative Cervical Testing (CCT) for Bovine TB testing
 - MM was able to practice this skill in a real setting shortly after returning home on a caudal tail fold reactor.
- Necropsy and lymph node retrieval on cattle
- Livestock animal blood draw (cattle, swine, sheep, chicken)
- Livestock animal restraint
- Obex and brain collection (sheep)
- Sheep rectal biopsy
- Captive bolt

Time needed: 15 min	Attachments:	No		Board vote required:	No	
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Agenda Item:

Time needed:	Attachments:			Board vote required:		No
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Agenda Item:

Time needed:	Attachments:			Board vote required:		
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Agenda Item:

Time needed:	Attachments:			Board vote required:		
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Board of Livestock Meeting

Agenda Request Form

From: Alicia Love, MPH, RS, Bureau Chief	Division/Program: Animal Health/ Meat, Milk and Egg Inspection Bureau	Meeting Date: June 20, 2023
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Agenda Item: Requests to Hire- Filling Vacancies

Background Info: Request to hire Superior/Plains position. The current inspector resigned from the position as of June 2, 2023. This position routinely inspects two state inspected plants and is a critical position.

Recommendation: Approve

Time needed: 5 min	Attachments:	Yes	No <input checked="" type="checkbox"/>	Board vote required?	Yes <input checked="" type="checkbox"/>	No
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Agenda Item: Requests to Hire- New Positions

Background Info: Request to hire 2 of our 4 newly granted positions. After evaluating pending plant applications and discussing timeframes for when plants will be ready for inspection, we have determined that the areas of most need will be Forsyth and St. Ignatius.

The current Forsyth inspector will be reassigned to the Billings area, as that will be closer to his residence. He will then serve two new plants in Billings, and possibly additional new plants in Laurel and Roberts.

The new position in St. Ignatius will support two new plants and could be utilized as an additional support person for the plants in the Missoula area, when needed.

Recommendation: Approve

Time needed: 5 min	Attachments:	Yes	No <input checked="" type="checkbox"/>	Board vote required?	Yes <input checked="" type="checkbox"/>	No
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Agenda Item: Travel Updates

Background Info:

Eastern Supervisor Samantha Novak did NOT attend the Western State Livestock Health Association meeting in Cody, WY in June. The FSIS Meat & Poultry Program audit was scheduled at the same time and Ms. Novak needed to be present with the Federal auditors as they visited plants in her area. (The FSIS audit had not been scheduled when we originally requested travel). The Meat and Poultry budget will save \$1,020 by this action.

We will NOT be sending a milk sanitarian to the National Associate of Dairy Regulatory Officials (NADRO) held in Madison, WI in July. The timing of the conference makes it difficult for either of our senior sanitarians to attend due to previously scheduled vacations and upcoming trainings. This decision will save the Milk Inspection budget \$2,361.00.

Alicia Love has received confirmation that her trip to New Orleans in July for a speaking engagement at the National Environmental Health Association (NEHA) conference will cover all expenses aside from her regular wages and per diem. This meeting will allow her to gain CEUs required to maintain her Sanitarian licensure and allow her to receive broader environmental health training that would be available in state. This update will save the bureau \$2,350.

Recommendation:

Time needed: 5 min	Attachments:	Yes	No <input checked="" type="checkbox"/>	Board vote required	Yes	No <input checked="" type="checkbox"/>
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Agenda Item: FSIS Audit Update

Background Info: FSIS auditors visited the State June 5 – 16th for the on-site audit of the Meat & Poultry Inspection Program. Ms. Love will give an overview of their findings.

Recommendation:

Time needed: 10 min	Attachments:	Yes	No XX	Board vote required:	Yes	No XX
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Agenda Item:

Background Info:

Recommendation:

Time needed:	Attachments:	Yes	No	Board vote required:	Yes	No
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Board of Livestock Meeting

Agenda Request Form

From: Gregory Juda		Division/Program: MVDL			Meeting Date: 6/20/2023		
Agenda Item: Out of State Travel Request							
Background Info: The MVDL would like approval for an out-of-state travel request							
<ul style="list-style-type: none"> AAVLD/NAHLN QMS Advanced Training (Erin Burns) 							
Recommendation: Approval of out of state travel request							
Time needed: 5 minutes	Attachments:	Yes X	No	Board vote required	Yes X	No	
Agenda Item: Request for Approval to Post MAR 32-23-339 for Public Comment							
Background info: MVDL is proposing to publish proposed amended fees (for public comment) to add the tick-borne disease tests approved by the BOL at the 4/25/23 meeting: A draft is attached.							
Recommendation: Approval to post proposed fees for public comment							
Time needed: 5 minutes	Attachments:	Yes X	No	Board vote required:	Yes X	No	
Agenda Item: MVDL Operational Update							
Background info: The following are the recent highlights at the MVDL.							
<ul style="list-style-type: none"> Dimension Chemistry Analyzer APHL Fellowship Candidates FY24 MALDI Purchase Additional NAHLN Grant Funding Update 							
Recommendation: N/A							
Time needed: 15 minutes	Attachments:	Yes	No X	Board vote required:	Yes	No X	

Department of Livestock	1) Division MVDL
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2) Employee(s) Traveling
Erin Burns 070429

3) Justification
NAHLN QMS Advanced Training

4) Itinerary
Destination: Ames Iowa
Travel Dates: August 14-19, 2023

5) Cost Estimate
Transportation: \$860 (Airfare-\$500; Parking-\$60; Rental Car-\$300)
Meals: \$324 (Per Diem-\$324)
Lodging: \$500
Total Estimated Cost: \$1684

6) Submitted By	Requested By Erin Burns	Title Milk Lab Section Head, LEO	Date 6/2/2023
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Approval - to be Completed by Agency Authorized Personnel			
Date Approved by Board <i>6-20-23</i>	Board Chair or EO <i>[Signature]</i>	Title <i>Chair</i>	Date <i>6-20-23</i>

NOTE: A travel expense voucher form must be filed within three months after incurring the travel expenses, otherwise the right to reimbursement will be waived.

BEFORE THE DEPARTMENT OF LIVESTOCK
OF THE STATE OF MONTANA

In the matter of the amendment of) NOTICE OF PROPOSED
ARM 32.2.403 pertaining to) AMENDMENT
diagnostic laboratory fees)
) NO PUBLIC HEARING
) CONTEMPLATED

TO: All Concerned Persons

1. The Department of Livestock proposes to amend the above-stated rule.

2. The Department of Livestock will make reasonable accommodations for persons with disabilities who wish to participate in this rulemaking process or need an alternative accessible format of this notice. If you require an accommodation, contact Department of Livestock no later than 5:00 p.m. on July 18, 2022, to advise us of the nature of the accommodation that you need. Please contact Executive Officer, Department of Livestock, 301 N Roberts St., Room 304, P.O. Box 202001, Helena, Montana, 59620-2001; telephone (406) 444-9525; fax (406) 444-4316; TDD/Montana Relay Service 1 (800) 253-4091; or e-mail MDOLcomments@mt.gov.

3. The rule as proposed to be amended provides as follows, new matter underlined, deleted matter interlined:

32.2.403 DIAGNOSTIC LABORATORY FEES (1) and (2) remain the same.

(3) MVDL services and fees: (a) - (k) remain the same.

(l) Virology

Test	Fee
canine parvovirus SNAP	\$30.90
fluorescent antibody (FA) testing - per agent:	
bovine coronavirus (BCV)	\$11.30
bovine respiratory syncytial virus (BRSV) SN	\$11.30
bovine viral diarrhea virus (BVDV)	\$11.30
canine distemper (CDV)	\$11.30
canine parvovirus (CPV)	\$11.30
equine herpesvirus (EHV)	\$11.30
feline panleukopenia (FPLV)	\$11.30
feline infectious peritonitis (FIP)	\$11.30
feline herpes (FHV)	\$11.30
infectious bovine rhinotracheitis (IBR)	\$11.30
leptospira	\$11.30
parainfluenza - 3 Virus (PI-3)	\$11.30

porcine parvovirus (PPV)	\$11.30
chronic wasting disease IHC	\$35.00
chronic wasting disease ELISA	\$15.00
virus isolation (livestock only)	\$35.00
bovine viral diarrhea virus (BVDV) antigen SNAP test	\$7.20
equine virus arteritis (EVA) virus neutralization test	\$16.50
pregnancy test	\$4.60
coxiella burnetii (Q fever) ELISA	\$13.40
parainfluenza 3 serum neutralization (PI-3 SN)	\$7.20
canine distemper virus ELISA	\$12.00
toxoplasmosis IgG ELISA	\$14.50
equine rhinopneumonitis (equine herpesvirus) serum neutralization test	\$16.00
ruminant abortion serology panel	\$50.00
equine abortion serology panel	\$45.00
ovine abortion serology panel	\$50.00
brucella canis IFA	\$25.00
canine tick-borne disease antibody screen (4 tests)	\$80.00
<u>ehrlichia canis (canine ehrlichiosis) IFA</u>	<u>\$27.00</u>
<u>anaplasma phagocytophilum (canine anaplasmosis) IFA</u>	<u>\$27.00</u>
<u>borrelia burgdorferi (Lyme disease) IFA</u>	<u>\$27.00</u>
<u>rickettsia rickettsii (rocky mountain spotted fever) IFA</u>	<u>\$27.00</u>
equine tick-borne disease antibody screen (2 tests)	\$50.00
<u>anaplasma phagocytophilum (equine ehrlichiosis) IFA</u>	<u>\$27.00</u>
<u>borrelia burgdorferi (Lyme disease) IFA</u>	<u>\$27.00</u>

(m) remains the same.

AUTH:81-2-102, 81-2-102, MCA
 IMP:81-1-301, 81-1-302, 81-2-102, MCA

REASON: The department proposes to change the above rule to include additional testing services not currently offered by the MVDL or any labs in surrounding states. The additional test offerings proposed are expected to provide additional convenience for our clients.

We expect that the incremental additional test fee revenue for the tick-borne disease tests will be negligible as we do not expect high volume.

A typo from previous rule making has been corrected, as well.

4. Concerned persons may submit their data, views, or arguments concerning the proposed action in writing to: Department of Livestock, P.O. Box

202001, Helena, Montana, 59620-2001; telephone (406) 444-9321; fax (406) 444-1929; or e-mail MDOLcomments@mt.gov, and must be received no later than 5:00 p.m., August 4, 2023.

5. If persons who are directly affected by the proposed action[s] wish to express their data, views, or arguments orally or in writing at a public hearing, they must make written request for a hearing and submit this request along with any written comments to Executive Officer at the above address no later than 5:00 p.m., July 31, 2023.

6. If the agency receives requests for a public hearing on the proposed action from either 10 percent or 25, whichever is less, of the persons directly affected by the proposed action; from the appropriate administrative rule review committee of the Legislature; from a governmental subdivision or agency; or from an association having not less than 25 members who will be directly affected, a hearing will be held at a later date. Notice of the hearing will be published in the Montana Administrative Register. Ten percent of those directly affected has been determined to be 85 based upon approximately 600 veterinary submitters, at least 150 non-veterinary submitters, and 100 governmental entities currently using the lab's services.

7. The department maintains a list of interested persons who wish to receive notices of rulemaking actions proposed by this agency. Persons who wish to have their name added to the list shall make a written request that includes the name, e-mail, and mailing address of the person to receive notices and specifies for which program the person wishes to receive notices. Notices will be sent by e-mail unless a mailing preference is noted in the request. Such written request may be mailed or delivered to the contact person in four above or may be made by completing a request form at any rules hearing held by the department.

8. An electronic copy of this proposal notice is available through the Secretary of State's web site at <http://sos.mt.gov/ARM/Register>.

9. The bill sponsor contact requirements of 2-4-302, MCA, do not apply.

10. With regard to the requirements of 2-4-111, MCA, the department has determined that the amendment of the above-referenced rule will not significantly and directly impact small businesses.

/s/ Darcy Alm
Darcy Alm
Rule Reviewer

/s/ Michael S. Honeycutt
Michael S. Honeycutt
Executive Officer
Department of Livestock

Certified to the Secretary of State June 27, 2023.