



MINUTES
BOARD OF LIVESTOCK MEETING
DECEMBER 18, 2015
 Capitol Meeting Room
 Helena, MT

<i>Friday</i>	<i>December 18, 2015</i>	
Call to Order	Chair John Lehfelddt at 8:15 am	
Board Members Present:		
	John Lehfelddt, Chair (sheep producer) Brett DeBruycker (cattle producer) Ed Waldner (swine producer) John Scully, Vice-chair (cattle producer) Nina Baucus (cattle producer) Lila Taylor (cattle producer)	
Staff Present:		
	Dan Turcotte, Milk & Egg Bureau Gary Hamel, Meat Inspection George Harris, Centralized Services Bill Layton, Diagnostic Laboratory Marty Zaluski, Animal Health Tahnee Szymanski, Animal Health Eric Liska, Animal Health George Edwards, Livestock Loss Board Marty Clark, Brands Enforcement Rob Stutz, Legal Services	
Public Present:		
	Kraig Glazier, USDA Wildlife Services Pat Murdo, Legislative Services Dr. Jeanne Rankin, rancher/Montana Veterinary Medical Association Maggie Nutter, rancher, Marias River Livestock Association Butch Gillespie, Marias River Livestock Association Doreen Gillespie, Marias River Livestock Association Lane Nordlund, Northern Ag Network Errol Rice, Montana Stockgrowers Association Gene Curry, President, Montana Stockgrowers Association Tim Gill, Montana Livestock Ag Credit Inc. James W. Ashmore, KJN Ranch Inc.	
	Kim Ashmore, Sheep Mountain Creamery Stephen Forrest, Legislative Fiscal Division Anjenette Schafer, Department of Administration, Human Resources	
<p>Audio Meetings: <i>These minutes are in outline form only. They provide a list of participants and a record of official action taken by the board. A brief summarization of each action taken is provided for clarification. The link to the audio recording of the meeting is available on the Department of Livestock website, liv.mt.gov listed under Agency Information, then click on Board of Livestock</i></p>		

8:15 am		Approval of prior meeting minutes including September 8, 2015 and November 23 & 24, 2015
8:15 am	<u>Motion/Vote</u>	Nina Baucus moved to approve the minutes as corrected. John Scully seconded. The motion carried.
8:19 am	<u>Motion/Vote</u>	Request for approval of authority to proceed with settlement to a rear-end accident caused by an employee. The money would come out of Tort defense, not department budget. This would provide the attorney leeway to negotiate the settlement on our behalf. John Scully moved to approve the settlement authority. Lila Taylor seconded. The motion carried.
8:22 am	Old Business	
	<u>Motion/Vote</u>	<u>Personnel Committee updates</u> – will be interviewing an applicant for the Executive Officer position; two applicants for the Brands Enforcement Administrator position; Marty Clark, Interim Brands Enforcement Administrator tendered his resignation. Requested additional money he believes is owed him for serving as interim administrator in the amount of \$1921.00. Seeking recommendation to pay it. Brett DeBruycker moved to pay the amount to Marty Clark. Second by Lila Taylor. The motion carried.
	<u>Motion/Vote</u>	<u>Budget Committee updates</u> – John Scully thanked Nina for reviewing the Procedures and Policies document. Nina suggested the following edits: <ul style="list-style-type: none"> • A slightly bigger font would be appreciated. • The document needs punctuation corrections. • Chapter 3, took section c. out and the following d. and e. need corrected. • Livestock Loss Board section iii needs grammar change: “long-term solutions to predations caused by wolves and grizzly bears”. • Nina Baucus made a motion to accept the Board of Livestock Procedures and Policies document with the corrections. Second by John Scully. Discussion: the Predator Control Program and Board of Milk Control are administratively attached to the Executive Officer in this document, for oversight, supervision, and for communication reasons. Lila Taylor requested page numbers be added back into the document. Motion carried.
8:30 am	<u>Motion/Vote</u>	Gaps dealing with salaries at the Lab. Looking at the possibility for joint activity with Montana State University. John Scully moved to establish a sub-committee, asked that Nina Baucus and Lila Taylor serve as representatives of the Board of Livestock, working with the President of MSU and the rest of the industry

8:34 am	<u>Motion/Vote</u>	<p>concerning the structure of the Lab. Second by Brett DeBruycker. Motion carried.</p> <p>Information Technology (IT) update: The Board asked the IT team to put together a plan dealing with IT contracts, hardware replacements, software, training, and execution issues for the January Board Meeting. John Scully made the motion. Second by Lila Taylor. Motion passed.</p> <p>FTE structure – need to summarize the total dollars spent relative to personnel, needs to be verified at 58K for 2016 and 178K for 2017. In order to meet the 80% target salary increase for staff it takes an incremental annual \$561K. Other item; manner in which payment is executed in the department. The amount will be nominal compared to what was originally thought.</p>
8:37 AM		Anjenette Schafer, Administrator of State Human Resources, Department of Administration, conducted interviews. Mike Honeycutt interviewed for the Executive Officer position. Nye Howey and Leslie Doely interviewed for the Brands Enforcement Administrator position.
9:40 AM		Interviews Concluded
		Chairman Lehfeldt requested a change in the agenda, there were no objections.
	Division Reports	
		Milk & Egg Bureau - Dan Turcotte, Chief <ul style="list-style-type: none"> • Update on current issues
9:45 am	Recess	
10:00 am	Reconvene	
		<u>Long Range Planning Committee</u> – Gene Curry, President of Montana Stockgrowers and Chair of the Long Range Planning Committee <ul style="list-style-type: none"> • Reviewed December 17 document; executive officer position and budget. • Reviewed recommendations; prioritizing will be done at a later date, on agenda for next meeting.
	Division Reports	
11:00 am	<u>Motion/</u>	Brands Enforcement - Marty Clark, Interim Administrator: <ul style="list-style-type: none"> • Annual horse inspection fee increase recommendation from \$6 to \$10 per head but after 10 head, it would decrease. • Department personnel need to charge time and mileage per state statute, is not done at this time. • Administrative Rule Proposal 32.2.404, charge \$25.00 per head for a lifetime or permanent rodeo bull inspection. John Scully moved to approve the rule change. Ed

11:25 am	<u>Motion Withdrawn</u>	<p>Waldner second. Discussion – unsure of the terminology and bull movement process, John Scully withdrew the motion.</p> <ul style="list-style-type: none"> Brands Enforcement information technology roadmap. Possible issue with Fort Supply contract. John Lehfeldt suggested change in policy document to require signatures by Board members on all contracts. Fall Run – market count spreadsheet review <p>Marty Clark presented his official letter of resignation. John Lehfeldt read the letter into record. After 37+ years working for the Department of Livestock; his last date of work will be December 31, 2015.</p>
	<u>Motion/Vote</u>	<p>Meat & Poultry Inspection – Gary Hamel, Administrator</p> <ul style="list-style-type: none"> Administrative Rule change 32.6.712, incorporate 9CFR 430.4 by reference. <p>Brett DeBruycker moved to accept the rule change. Second by Nina Baucus. Motion passed.</p> <ul style="list-style-type: none"> The USDA FSIS audit of Montana’s Meat Inspection program was successful.
11:47 am	Recess for Lunch	
12:45 am	Reconvene	<p>Executive Session</p> <ul style="list-style-type: none"> Legal Counsel
1:37 pm	Reconvene	Regular Session
	<u>Motion/Vote</u>	<p>Revisit Brands administrative rule change discussed previously on rodeo bull inspection 32.2.404. Clarification has been made. John Scully moved to approve changes to the rule. Second by Lila Taylor. Motion passed.</p>
1:40 pm	<p>Division Reports</p> <p><u>Motion/Vote</u></p>	<p>Centralized Services – George Harris, Administrator</p> <ul style="list-style-type: none"> MOU – Department of Revenue for offset debt recovery FY 2016 Gap Review FTE Costs <p>Dr. Layton gave a verbal commitment to make up the \$21,000 from expenses at the lab to fill the job for the rest of the year. Brett DeBruycker moved to allow the movement of the .25 FTE from Animal Health Division/Bison, and .25 FTE from the Milk & Egg Division to the Lab for a .5 FTE clerk position. Second by John Scully. Nina Baucus voted no. Motion passed.</p> <p>John Scully spoke to the FTE issue. Board has a chart that shows what the expenses are if all positions are filled, which does not equate to approval to fill the positions. The Board needs an assessment from the Division heads that</p>

		shows on the chart what positions need to be filled. Need an estimate regarding retirements and buyouts.
3:07 pm		<p>Discussion on Milk & Egg budget, moving 75K spending authority to egg grading budget, a correction on the funding. This information will be reviewed again at a later date. Milk & Egg budget and Egg budget should be reported separately. Request made for a prudent budget statement.</p> <p>Nina Baucus made a request for next fiscal year, each department head should put together an expense item list to figure out a proper budget for each one.</p>
3:45 pm	Recess	
3:55 pm	Reconvene	
		<p>Information Technology (IT) Update – Jim Newhall, Supervisor</p> <ul style="list-style-type: none"> • Milk & Egg system procurement, personal computer procurements for the markets, IT projects, new webpage, brands smart phone applications.
		<p>Diagnostic Laboratory – Dr. Bill Layton, Administrator</p> <ul style="list-style-type: none"> • Autoclave/heater update
		<p>Animal Health Division – Dr. Marty Zaluski, Administrator</p> <ul style="list-style-type: none"> • Completed Animal Health annual report. • Out of State travel request, go to New York for Foreign Animal Diagnostician Disease training. Salary and per diem will be only MDOL costs.
	Motion/Vote	Nina Baucus moved to approve the travel. Second by Ed Waldner. Motion passed.
4:00 pm		Livestock Loss Board – George Edwards, Executive Director – update on Board activities and predator activities and monies distributed.
		<p>Predator Control/USDA Wildlife Services – Kraig Glazier, District Supervisor – updates on pilots and activities.</p> <ul style="list-style-type: none"> • Nina Baucus asked if the Chairman would have the Interim Executive Officer look into any county that may not be running an active predator control program, and do not use the Wildlife Services program, to make sure they are not receiving some of the allocated \$350K predator control money.
		<p>Milk Control Board – Chad Lee, Bureau Chief – update on Board activities and two rule change proposals.</p> <ul style="list-style-type: none"> • Amend the assessment rates that go into effect for FY 2017. • Change in the Producer Committee that addresses quota change and surplus milk use authority. Reduce the size of the committee from 11 to 7 members to achieve a quorum at meetings.

4:38 pm	Producer/ Producer Organization Comment	<p>Maggie Nutter, Marias River Livestock Assoc.:</p> <ul style="list-style-type: none"> Reported on the December 8 & 9 Interagency Grizzly Bear Committee, Executive meeting in Missoula. Only two livestock people were at the meeting. Next meeting is in Washington state; Chairman Lehfeltdt asked Nina Baucus if she would attend this meeting. George Edwards will take a request for him to attend to the Livestock Loss Board. <p>Butch Gillespie, Marias River Livestock Assoc. Dr. Jeanne Rankin, rancher/Montana Veterinary Medical Association:</p> <ul style="list-style-type: none"> Thank you for the financial contribution. 1st Annual Animal Disaster Responder training in Bozeman, January 21, 2016. <p>Errol Rice, Montana Stockgrowers Association:</p> <ul style="list-style-type: none"> USDA/APHIS posted the final rule for TB & Brucellosis on Wednesday 12/16/2015, comments due mid-March.
	Comments from the Public on non-agenda items	<p>James W. Ashmore, KJN Ranch Inc.:</p> <ul style="list-style-type: none"> When is the public hearing on the dairy rule changes? January 14, 2015, location to be determined, information will be on our website.
	Set Next Meeting Date	Friday, January 15, 2015 at 8:30 am – place to be determined.
5:00 pm	Recess	
5:10 pm	Reconvene	Executive Session
7:20 pm	Adjourn	


 John Lehfeltdt, Chair
 Montana Board of Livestock