

FINAL MINUTES
Virginia Cattle Industry Board
September 11-12, 2019
The Hotel Roanoke, 110 Shenandoah Avenue, Roanoke, VA 24016

Wednesday, September 11, 2019

Board Members Present

Matthew Hill	Paige Pratt
Perry Huffman	Jared Burner
Bill Tucker	Andy Smith
Cecelia Craun Moyer	Richard Lloyd
Steve Furrow	Buddy Shelton

Members Absent

David Coleman

Others

Willie Morris, Board Liaison
Justin Bell, Virginia Attorney General's Office
Bryan Blinson, North Carolina Cattlemen's Association
Dave Maples, Kentucky Cattlemen's Association
Nathan Lawson, Kentucky Beef Council
Dave Norford, Virginia Cattlemen's Association
Melissa Ball, VDACS

Chairman Andy Smith called the meeting of the Virginia Cattle Industry Board to order at 2:05 PM on Wednesday, September 11, 2019 at the Hotel Roanoke in Roanoke, VA.

Justin Bell, Virginia Attorney General's Office, gave a presentation on the Freedom of Information Act (FOIA). Mr. Bell discussed the purpose of FOIA, public records, requests, violations, knowing violations, meetings, key requirements for meetings, public business outside of meetings, and electronic meetings. Further, Mr. Bell discussed the collection of assessment funds that have not been remitted.

Paige Pratt moved that the Board pursue an official opinion by the Attorney General's Office regarding the definition of a "handler" as stated in Chapter 13, Section 3.2-1300. If that is not an option, the Board will pursue an unofficial opinion. Finally, if the unofficial opinion is not attainable, the Board will pursue the advice of legal counsel regarding the definition of a handler as stated in Chapter 13, Section 3.2-1300. Perry Huffman seconded the motion. The motion carried.

The Board hosted representatives from the Cattlemen's Associations in North Carolina and Kentucky to discuss the structure of their state assessment, collection processes, strategic planning, prioritization and allocation of funds, grant scoring, and unanticipated road blocks. Bryan Blinson, Executive Director of North Carolina Cattlemen's Association and Dave Maples, Executive Director of the Kentucky Cattlemen's Association presented, respectively.

With no further business, the meeting adjourned at 6:10 PM to continue the following day.

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Thursday, September 12, 2019

Board Members Present

Matthew Hill	Paige Pratt
Perry Huffman	Jared Burner
Bill Tucker	Andy Smith
Cecelia Craun Moyer	Richard Lloyd
Steve Furrow	Buddy Shelton

Members Absent

David Coleman

Others

Willie Morris, Board Liaison
Katie Frazier, Colonial Farm Credit
Kyley Clevenger, Colonial Farm Credit
Vinson Snuffer, Colonial Farm Credit
Tim Pfohl, Virginia Tobacco Commission
Melissa Ball, VDACS

Andy Smith reconvened the meeting to order at 8:10 AM on Thursday, September 12, 2019 at the Hotel Roanoke in Roanoke, VA.

Vinson Snuffer, Regional Sales & Lending Manager, and Kyley Clevenger, Knowledge Center Director, representing Colonial Farm Credit, gave a presentation on the Knowledge Center and producer programs.

Steve Furrow moved to approve the draft minutes of the prior meeting with corrections. The motion was seconded by Buddy Shelton and approved.

The board reviewed their 2018-19 Annual Report. *Cecelia Moyer moved to approve the annual report, Richard Lloyd seconded the motion and the motion carried.*

Buddy Shelton moved, and Steve Furrow seconded the motion to approve the travel, lodging and meal costs (per diem) for Bryan Blinson, North Carolina Cattlemen's Association, and Dave Maples, Kentucky Cattlemen's Association. The motion carried.

Tim Pfohl, Grants Program Director, Virginia Tobacco Commission, presented about the granting process of the Commission. He discussed the program priorities, logic models and strategies, pre-application process, grant management, and other best practices.

Jared Burner gave the treasurer's report. There was a beginning balance of \$342.76, revenues through June 30, 2019 were reported as \$136,500.31, and expenditures were reported as

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\$2773.52 with a cash balance of \$134,069.55. *Richard Lloyd moved to receive and file the treasurer's report, Cecelia seconded the motion, and the motion carried.*

Pursuant to Section 2.2-3711 of the Code of Virginia, Bill Tucker stated, I hereby move that the Virginia Cattle Industry Board convene a closed meeting for the purpose of discussing collections, the motion was seconded by Jared Burner and the motion carried with a unanimous vote.

Bill Tucker stated that the Virginia Cattle Industry Board has completed business in closed meeting. Bill Tucker moved that the Virginia Cattle Industry Board end its closed meeting, Steve Furrow seconded the motion and the motion carried with a unanimous vote.

Paige Pratt moved that whereas the Virginia Cattle Industry Board convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and whereas Section 2.2-3712 (D) of the Code of Virginia requires a certification by the Virginia Cattle Industry Board that such closed meeting was conducted in conformity with Virginia Law; now therefore, be it resolved that the Virginia Cattle Industry Board hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed, or considered by the Virginia Cattle Industry. Richard Lloyd seconded the motion. The motion was approved unanimously.

Richard Lloyd moved that the Board pursue a memorandum of understanding with Kentucky for the collection of assessment pertaining to cattle that reside in Virginia at the point of sale, but are marketed in Kentucky. Perry Huffman seconded the motion and the motion carried.

Bill Tucker will contact Superior Livestock to gather information pertaining to the assessment being paid by cattle marketed through their services.

The board requested that Willie Morris clarify (via the Attorney General's Office) the definition of "Tax Commissioner" in Section 3.2-1102.

Andy Smith appointed a "Collections" Subcommittee consisting of Andy Smith, Jared Burner, Richard Lloyd, Perry Huffman and Matthew Hill. Jared Burner was appointed Chairman of the subcommittee.

Richard Lloyd moved to spend no more than \$5000 to hire a strategic planning professional, the motion was seconded by Buddy Shelton and the motion carried.

The board approved meeting with the strategic planner on November 21 or 22. Willie Morris will secure the Virginia Cattlemen's Office in Daleville for the meeting.

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There will be an input session at the Northern Piedmont Research Station in Orange, VA on October 21st at the Central Virginia Cattlemen's Association meeting. Andy Smith and Paige Pratt will secure a date in southwest Virginia. Jared Burner will continue to work to secure an input session in northern Virginia.

The board intends to set a firm time limit of 30 minutes for public comment; this will be noted on the public notice of meetings.

The board opened their public comment period. No comments were made.

The meeting adjourned at 11:50 AM.