

**AGENDA**  
**STATE BOARD OF AGRICULTURE**  
**DEPARTMENT OF AGRICULTURE, FOOD, AND FORESTRY**

Tuesday, December 9, 2014  
10:00 a.m.

2800 N. Lincoln Blvd.  
Oklahoma City, OK 73105

1. Call to Order
2. Roll Call
3. Declaration of a Quorum
4. Introduction of Guests
5. Consideration and Proposed Action on Minutes of Regular Board Meeting of November 4, 2014
6. Consideration and Proposed Action on Division Reports
  - I. A. Administrative Services – Sancho Dickinson  
Summary of present financial condition of the agency and monthly activities in the following areas: Finance, Human Resources, Fleet Management, Data Processing and Agriculture Law Enforcement Investigators.
  - B. Laboratory Services – Paul Kerr  
Summary of analytical activities, customer contacts, and other pertinent information related to laboratory operations.
  - C. Forestry Services – George Geissler  
Summary of activities and accomplishments in resource protection and rural fire defense, forest management and regeneration, water quality, urban forestry, forestry education and law enforcement. Includes statistics on wildfires and law enforcement activity and narrative of forestry program highlights for the month.
  - D. Consumer Protection Services – Sancho Dickinson  
Addresses stop sale orders on insect and disease infested crops, phytosanitary certificates issued, insect survey summaries, pesticide registration updates, pesticide inspections, seed program and seed laboratory updates, weights and measures reports, scanner inspections, grain warehouses and meetings attended by division personnel.
  - E. Animal Industry Services – Rod Hall, DVM  
Addresses information and activities of staff related to control and eradication of animal diseases affecting livestock and livestock market audits. It also addresses emergency response preparation and education for response to any outbreak of foreign, emerging and/or eradicated disease.

F. Wildlife Services – Kevin Grant

Summary of activities and accomplishments in wildlife damage management to protect state resources such as agriculture, property, natural resources, and public health and safety from wildlife damage and wildlife threats.

G. Agricultural Statistics – Wilbert Hundl, Jr.

Addresses the current crop conditions and livestock inventory numbers. Also included is a report on the number of information requests received, reports released during the previous month, reports to be released during the current month, and the meetings attended by Division personnel during the previous month.

H. Market Development Services – Jamey Allen

Summary of the accomplishments, projects and events of Ag in the Classroom, Agritourism, Communications, Domestic Marketing (Made in Oklahoma, Made in Oklahoma Coalition), Diversified Marketing (Farmers Market, Specialty Crop Block Grants, Plasticulture, Farm to School), International Marketing, Market News and Rural Economic Development.

I. Agricultural Environmental Management Services – Jeremy Seiger

Executive summary that addresses Swine Feeding Operations, registered poultry feeding operations and poultry waste applicators, National Pollutant Discharge Elimination System (NPDES), plus agricultural composting facilities. Includes numbers and statistics on complaint investigations, technical assistance contacts, inspections, enforcement/compliance activities and seminars/meetings attended by Division personnel for the month.

J. Office of General Counsel – Teena Gunter

Summarizes activities of the division and Commercial Pet Breeders, including rules, collections, legal research, meetings, support for programs, contracts, employment issues, open records requests, farming and ranching incorporations, and informal and formal enforcement actions before the Board, district court, and federal court.

L. Food Safety Services – Stan Stromberg

Addresses the inspection of meat, poultry, egg, and milk processing facilities to determine compliance with regulatory standards.

II. Ag Communications and Outreach Update – Blayne Arthur

7. Consideration and Proposed Action on Claims

8. Consideration and Proposed Action on Purchases/Contracts

Oklahoma State Auditor – Audit will be conducted to determine whether the agency’s internal controls provide reasonable assurance that revenues, expenditures (miscellaneous and payrolls) and inventory were accurately reported in the accounting records and financial operations complied with applicable finance-related state laws and regulations.

VOIP Phone System – Installation of new phone system for the 3<sup>rd</sup> floor renovations including data switches.

Contracts with limited resource farmers to help with the installation of Plasticulture gardens FY 2015.

Tulsa Home and Garden Show – Booth space will be purchased then sublet to Made in Oklahoma companies at a cost share rate.

FY 15 – supplies to be used for the installation of plasticulture gardens for participants in the Plasticulture Program, funded by a USDA Specialty Crop Block Grant

FY 15 – four contractors to assist with the installation of Plasticulture gardens, funded by USDA SCBG – Farm Bill.

Purchase of “Don’t Move Firewood” signage material (metal signs, cedar post, wood stain, digging equipment, drill bits, and bolts) for a collaborative project with the Tourism and Recreation Department. Funds are covered under a 2011 Competitive “Don’t Move Firewood Campaign” Forest Service Grant – FY 11.

FY 15 – Wildlife Aviation Surveillance – Service maintenance agreement for inspections, maintenance, parts, and repairs as required by FAA for the helicopter used by ODAFF.

9. Consideration and Proposed Action on Agency Travel

10. Consideration and Proposed Action on Agriculture Enhancement and Diversification Board Recommendation to approve applications.

11. Consideration and Proposed Action on Agriculture Enhancement and Diversification Board Recommendation to determine the following delinquent loan as uncollectable.

12. Consideration and Proposed Action on Stipulations

**Animal Industry Services**

Donald R. Flatt, RR 70 Box 1785, Antlers, Oklahoma

Ryan Laramie Thoroughman, 120 Blackjack Lane, Wilson, Oklahoma

**Consumer Protection Services**

Family Dollar Stores, Inc., P. O. Box 1017, Charlotte, North Carolina

Snyder Spraying Services, P. O. Box 280, Snyder, Oklahoma

13. Consideration and Proposed Action on Default Judgment

**Agricultural Environment Management Services**

Marty Kester, Route 2 Box 284, Stilwell, Oklahoma

Stephen Shane Markham, 589 Ebenezer Road, Amity, Arkansas

**Consumer Protection Services**

Lawn Dynamics, 2608 W. Kenosha #518, Broken Arrow, Oklahoma

Turf Pros, 13801 S. E. 114<sup>th</sup> Street, Oklahoma City, Oklahoma

14. Old Business

15. New Business – Next Board meeting is scheduled for Tuesday, January 27, 2015, in Oklahoma City

16. Adjournment