

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

Wednesday, March 31, 2021  
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 February 3, 2021.
6. Consideration and Proposed Action on Division Reports
  - A. Administrative Services – Dan Ridings  
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 – Tanna Hartington  
Summary of analytical activities, customer contacts, and other pertinent information related to laboratory operations.
  - C. Forestry Services – Mark Goeller  
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 – Kenny Naylor  
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 – Scott Alls  
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 – Troy Marshall  
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 – Meriruth Cohenour  
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, Farm to School), International Marketing, Market News and Rural Economic Development.
- I. Agricultural Environmental Management Services – Teena Gunter  
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.
- K. Food Safety Services – Scott Yates  
Addresses the inspection of meat, poultry, egg, and milk processing facilities to determine compliance with regulatory standards.
- L. Ag Communications and Outreach Update – Morgan Vance
- M. Legislative Update – JanLee Rowlett

7. Consideration and Proposed Action on Purchases/Contracts
  - \$75,574 – Purchase two Chevrolet Silverado SSV Crew Cab Pickup Trucks
  - \$12,000 – Purchase of Geosafe subscription for Investigative Services
  - \$250,000 – Purchase of ten new agency vehicles
  - \$45,000 – Professional Services for Nutrient Management Specialist, an Independent Contractor
  - \$170,000 – Professional Services to fund MOA with OWRB to sample LMFO groundwater
  - \$48,276 – Professional Services for OSU Poultry Education Program
  - DATAMARS \$20,000 – Stick Readers
  - \$64,120 – CPS/AEMS Inspection Program and Hemp Licensing Program
  - \$50,000 – computers to replace existing computers
  - \$30,000 – Contract employee for Dairy Services
  - \$20,000 – USDA/Food Safety & Inspection Services
  - FY22 - \$55,000 – Purchase ESRI ArcGIS Online Licenses
  - FY22 - \$610,000 – Contract with Oklahoma Assn of Regional Council for Rural Fire Coordinators
  - Community Fire Protections, Stevens Grant – Handheld radios - \$115,000
  - Class 8 Tractor -- \$150,000
  - Two Type 6 Engines - \$177,000
  - Purchase FlaskScrubber Glassware Washer - \$9,224.92
  - FY21 – Made in Oklahoma Program Discover Oklahoma Spring commercial advertising - \$10,400
  - FY22 – AgHERculture Summit facility rental and food - \$10,000
  - FY21 – Made in Oklahoma Program conference – facility rental and food - \$10,000
  - FY21 – Healthy Food Finance Grant – Yarrowhead Farms - \$10,000
  - FY21 – Healthy Food Finance Grant – ResstoreOKC, Inc. - \$10,000
  - FY21 – Tulsa County Public Facilities Authority – 2021 Tulsa State Fair - \$25,924
  - FY21 – TasteAdversor Explorer – Agritourism wine app - \$60,000
  - FY21 – 32 hotel rooms x 2 days – AITC Teacher Road Trip - \$6,144
  - FY21 – Agritourism printing – Hunting, Western Experience, Land bounty brochures - \$18,500
  - \$8,000 – Purchase four helmets for aerial feral swine work.
  - \$36,250 – Purchase one Chevrolet C3500 4x4 truck
  - \$8,000 – Purchase one flat bed to be added to the requested fuel truck
  
8. Consideration and Proposed Action on Cases Resolved by Stipulations
  - Consumer Protection Services**
  - C&J Lawn Patrol, 1213 E. Tuxedo Blvd. Bartlesville, Oklahoma
  - Jeffery Watkins, 34155 CS 2690, Anadarko, Oklahoma
  
  - \*\*Possible Executive Session (if approved by the required number of members present):  
 As authorized by the Oklahoma Open Meeting Act in Section 307(B)(8) of Title 25 of the Oklahoma Statutes, an executive session may be held for the purpose of “[e]ngaging in deliberations or rendering a final or intermediate decision in an individual proceeding pursuant to Article II of the Administrative Procedures Act.”
  
9. Next Board meeting scheduled for **Wednesday, May 5, 2021** at Oklahoma City.
  
10. Old Business
  
11. New Business – Under the Open Meeting Act, this agenda item is authorized only for matters not known about or which could not have been reasonably foreseen prior to the time of posting the agenda or any revised agenda.
  
12. Adjournment