

**Agriculture Development Council Minutes
SKYPE/Teleconference Business Meeting
Department of Agriculture Conference Room 225
Helena, Montana
August 30, 2018**

Members in attendance:

Ben Thomas, Director, Department of Agriculture, Helena
Tom Kaiserski, representing the Department of Commerce (by phone), Helena
Amy Kellogg, Chair, Kalispell (by phone)
Greg Jergeson, Chinook (by phone)
Patricia Quisno, Harlem (by phone)
Tara Mastel, Whitehall (by phone)

Members absent:

Pam Haxby-Cote, Director, Department of Commerce, Helena (proxy received granting voting authority to Tom Kaiserski)
Lars Hanson, Vice Chair, Edgar (proxy received granting voting authority to Patty Quisno)

Montana Department of Agriculture Staff attending in person:

Zach Coccoli, Legal Counsel, Agriculture Development and Marketing Bureau
Angie Nelson, Growth Through Agriculture Program Manager, Agriculture Development and Marketing Bureau
Kim Mangold, Deputy Director, Montana Department of Agriculture
Weston Merrill, Marketing Specialist, Agriculture Development and Marketing Bureau
Ingrid Mallo, Financial Manager, Central Services Bureau
Jana Mertens, Insurance Claim Technician, Agriculture Development and Marketing Bureau

Visitors

Zach Brown, Montana State Representative, House District 63 joined the meeting at 9:20 a.m.

Amy Kellogg, Chair, called the meeting to order at 9:02 a.m., August 30, 2018

Roll Call/Call for Proxies

- **August 20, 2018 a general, irrevocable proxy was received from Agriculture Development Council member Pam Haxby-Cote, Department of Commerce granting voting authority to Tom Kaiserski, Department of Commerce, who was present (via phone) as Director Haxby-Cote's representative.**
- **August 20, 2018 a one-time revocable proxy was received by phone from Agriculture Development Council member Lars Hanson, designating Patty Quisno as his proxy until he was able to join the meeting.**

Public Comments

Chair, Amy Kellogg, called for public comments. No public comments were presented.

Business Items

~Review of April 16, 2018 Council Meeting Minutes

Motion: To accept the April 16, 2018 meeting minutes as presented.

By: Greg Jergeson

2nd: Ben Thomas

Action: The motion carried with no dissenting votes.

Review Targeted Areas

Angie Nelson, GTA Program Manager, reviewed the current designated areas. Options were discussed, including possibly adding the word innovating to “businesses expanding, (innovating), or adding value to Montana commodities”. The Council agreed to continue with the current designated areas at this time, but will review again for next year.

Review Loan Rates

Angie Nelson, GTA Program Manager reviewed the loan rates as the Council is required to do annually. The current rates: Low 0% and High 5%. Ben Thomas suggested that the current rates be retained. Patty Quisno agreed. Council member agreed to continue to use current rates of 0% and 5% for the next year.

Contract Change Decisions Made Without Full Council Action

Angie Nelson, Growth Through Agriculture Program Manager, informed the Council on the following contract change decisions made that were made per the Council approved Standard Operating Guidelines policy without full Council action as a result of determinations made by the Program Manager and/or Amy Kellogg, Council Chairman.

Go Roam Free, Superior, MT, Brittany Masters and Jonathan Sepp – Loan # 18GTAL003 Term Change –

Council Chair approved loan term change from 3 years to 4-year loan term.

Motion: To ratify the decisions made by the Program Manager and Council Chair.

By: Patty Quisno

2nd: Greg Jergeson

Action: The motion carried with no dissenting votes.

GTA Award Updates

Awards were declined by:

2J's Natural Foods – Great Falls, site location didn't work out

Bridger Malt House – Bozeman, the project did not move forward

On the Rise Bread Co – Bozeman, found other loan terms.

GTA Grant Reporting / Past Due Report

Angie Nelson, GTA Program Manager reviewed past due list with the Council. Ms. Nelson reviewed each past due item and informed the Council that past due notifications had been sent. No action required as all were within 30 days past due. The Council will be notified if further action is required.

GTA Program Updates

Angie Nelson, GTA Program Manager updated the Council on activities completed and planned for the program.

- A map of all projects from 1987-2018 is now available and posted on the web-site.
- A webinar was hosted on 8/16/2018 for prospective applicants.
- Technical Assistance Question and Answer calls are scheduled for 10/2 and 10/23/2018.

A Material Verification Check deadline of October 26, 2018 will give applicants a chance to submit their applications for early review to determine that all items have been submitted and meet minimum eligibility requirements for Council review and given the opportunity for correction before final deadline.

Food and Agriculture Development Center (FADC) – Staffing Updates

- Bear Paw Development Corporation, Havre has a new FADC Director, Michael Peter from Circle, MT
- Great Falls Development Authority has hired Barnett Sporkin-Morrison, Choteau, as their FADC Center director.

Department of Agriculture updates

- New Marketing Specialist Weston Merrill introduced himself.
- Charsi Workman has been hired as a new Marketing Specialist also and will start for the department on September 5, 2018.
- The Montana Food Show will be held on October 1, 2018 in Bozeman.
- Other marketing activities are updated on the attached report.
- Ben Thomas, Department of Agriculture Director expressed deep gratitude for the support the Council has given to the department.

Department of Commerce report for FY18

Report submitted by Sean Becker, Division Administrator, Montana Department of Commerce is attached. Tom Kaiserski highlighted work done by the Department of Commerce to assist the new Montana Craft Malt project in Butte.

Next application deadline

The next application deadline is November 1, 2018 at 2 p.m. Angie Nelson will send the Council an overall schedule.

Schedule Next Meeting

The next meeting will be December 4, 2018 beginning at 9 a.m. and expected to last three to four hours. The meeting agenda will include scoring of applications review and decisions on applicants invited to present to the Council.

Public Comment

Amy Kellogg, Chair called for public comments. No public comments were presented.

Adjourn

Motion: To adjourn the meeting

By: Patty Quisno

2nd: Tara Mastel

Action: The motion carried with no dissenting votes.

Amy Kellogg, Chair, Adjourned the meeting at 9:51 a.m.

Respectfully submitted by:

Jana Mertens, Insurance Claims Technician, Montana Department of Agriculture