

The actions delineated below were taken in open session of the Kentucky Agricultural Development Board at the December 15, 2023, business meeting. This is provided in summary form; an official record of the meeting is available in the permanent records of the Kentucky Office of Agricultural Policy, 197 Corporate Drive, Frankfort, Kentucky 40601.



**Kentucky Agricultural Development Board
Summary Minutes of the Regular Business Meeting
December 15, 2023
Franklin County Extension Office
101 Lakeview Court, Frankfort, KY**

Call to Order

Commissioner of Agriculture Ryan Quarles presiding, called the Kentucky Agricultural Development Board (KADB) regular business meeting to order at 10:06 a.m. (EST).

Roll Call

The following members were present: Commissioner of Agriculture Ryan Quarles, Matt Sawyers (designee for Governor Andy Beshear), Dean Nancy Cox, Dr. Avinash Tope (Interim designee for KSU President Dr. Koffi C. Akakpo), Dr. Gordon Jones, Al Pedigo, Mark Barker, Brenda Paul, Bobby Foree, Fritz Giesecke, Matt Hinton, Thomas McKee, and Michael Peterson.

Absent Members: Sarah Butler (designee for Secretary Jeff Noel), Suzanne Cecil White, and Wayne Hunt.

Notification of Media

Commissioner Quarles received verification from Hannah Sharp-Johnson, Boards and Special Events Manager, that the media had been notified of the KADB monthly meeting.

Welcome

Commissioner Quarles welcomed everyone to the KADB meeting. Board members and guests participated in person.

Approval of Minutes

Commissioner Quarles entertained a motion to approve the minutes of the November 17, 2023, board meeting.

Mr. Pedigo moved to approve the minutes, as presented; Dr. Jones seconded the motion.

VOTE: Motion Passed; Unanimous.

Kentucky Department of Agriculture Report

Commissioner Quarles updated the board on activities of the Kentucky Department of Agriculture (KDA).

Executive Director's Report

Brian Lacefield gave an overview of his activities since the November board meeting. Mr. Lacefield gave an overview of the Joint Meeting Tours. Lastly, Mr. Lacefield gave an overview as Executive Director for the Kentucky Office of Agricultural Policy.

Deputy Executive Director's Report

Commissioner Quarles called on Bill McCloskey, KOAP Deputy Executive Director, to present the compliance and financial report to the board.

Mr. McCloskey referenced the Kentucky Agricultural Development Fund State Pool Tobacco Funds (*on file*) as of December 6, 2023.

Mr. McCloskey reviewed Kentucky Agricultural Development Fund County Balances (*on file*) as of December 6, 2023.

Mr. McCloskey reviewed the KAFC Statement of Financial Position (*on file*) as of December 6, 2023.

Ms. Paul moved to approve the Financial Report, as presented; Mr. McKee seconded the motion.

VOTE: Motion Passed; Unanimous.

KADB Kentucky Dairy Development Council Recipient Review Committee

Commissioner Quarles called on Dr. Jones to give the KADB Kentucky Dairy Development Recipient Review Committee report.

Dr. Jones moved to accept the committee report, as presented; Mr. Barker seconded the motion.

VOTE: Motion Passed; Unanimous.

Memo Action Items

Project Time Extensions

Jesslyn Watson referenced (2) projects requesting time extensions (on File).

Staff recommended approval of two time extensions request.

Mr. Giesecke moved to approve the staff recommendation, as presented; Mr. Hinton seconded the motion.

VOTE: Motion Passed; Unanimous.

A2021-0040 Western Kentucky University

Commissioner Quarles called on Ms. Watson to present a memorandum (*on file*) regarding a budget amendment and time extension request. The Red Application Review Committee recommended approval of the budget amendment and time extension request.

Mr. Foree moved to approve the committee recommendation, as presented; Mr. Hinton seconded the motion.

VOTE: Motion Passed; Unanimous.

A2018-0211 UK Research Foundation

Brian Murphy presented a memorandum (*on file*) regarding the UK Research Foundation time limit extension request. Staff recommends approval of the time limit extension request.

Mr. Pedigo moved to approve the staff recommendation, as presented; Mr. Giesecke seconded the motion.

VOTE: Motion Passed; Unanimous.

New Business

New Applications for Referral

Commissioner Quarles called on Mr. McCloskey to present the new applications for referral.

Mr. McCloskey referenced eight (8) new applications for referral with one addition A2023-0282 Kentucky Association of Meat Processors.

Mr. Hinton moved to refer the submitted applications to the appropriate committees; Dr. Jones seconded the motion.

VOTE: Motion Passed; Unanimous.

Programs Recommended for Approval

Commissioner Quarles called on Sarah Bryant to present the programs recommended for approval.

Ms. Bryant referenced one (1) County Agricultural Investment Programs (CAIP) application totaling \$108,077; one (1) Shared-Use Equipment Program application totaling \$2,888: The total program funding is \$110,965.00

Staff recommended approval of these applications.

Mr. Barker moved to approve all programs meeting state guidelines, as presented; Mr. Hinton seconded the motion.

VOTE: Motion Passed; Unanimous.

Requested Program Amendments

Commissioner Quarles called on Ms. Bryant to present the requested program amendment.

Ms. Bryant referenced one (1) county request for additional funds for existing CAIP totaling \$17,047 (Carter County).

Staff recommended approval of these amendments.

Mr. Giesecke moved to approve staff recommendation, as presented; Mr. Pedigo seconded the motion.

VOTE: Motion Passed; Unanimous.

Projects

Commissioner Quarles called on Savanna Hill and Chelsea Smither to present the following projects.

A2023-0260 Boyle County Farm Bureau

Ms. Hill referenced the above application requesting \$5,500 in Boyle County funds to purchase grain rescue equipment for local fire and EMS to utilize in case of a grain entrapment accident.

The Blue Application Review Committee recommends funding the applicant's request of \$5,500 in Boyle County funds, subject to the terms and conditions.

Dr. Jones moved to approve the committee recommendation, as presented; Mr. Sawyers seconded the motion.

VOTE: Motion Passed; Unanimous.

A2023-0264 Kentucky Agricultural Council, Incorporated

Ms. Smither referenced the above application requesting \$70,000 in state funds to develop a 2025-2030 Road Map for Kentucky Agriculture and host a KY Agriculture Summit.

The Blue Application Review Committee recommends funding the request of \$70,000 in state funds subject to the terms and conditions.

Mr. Hinton moved to approve the committee recommendation, as presented; Dr. Jones seconded the motion.

VOTE: Motion Passed; Unanimous.

Pending Applications

Mr. McCloskey stated three (3) applications are pending.

A2023-0124 Sylvatica Forest Farm, LLC

A2023-0209 Parkway Farms, LLC

A2023-0251 Purchase Coop, LLC

No action necessary on pending projects or programs.

Closing Remarks

Commissioner Quarles stated the White Application Review Committee will meet thirty minutes following adjournment of the KADB meeting. The Blue Application Review Committee will meet following the adjournment of the White Application Review Committee meeting.

The next KADB meeting will be held at the Franklin County Extension Office on January 19, 2024, at 10:00 a.m. (EST).

Adjournment

There being no further business, Commissioner Quarles entertained a motion to adjourn the December meeting at 11:43 p.m. (EST).

Mr. Hinton moved to adjourn the December KADB meeting; Mr. Peterson seconded the motion

VOTE: Motion Passed; Unanimous.

APPROVED DATE: 1/26/24

PRESIDING OFFICER: Jonathan Shell

Commissioner Jonathan Shell

BOARD SECRETARY: Hannah Sharp-Johnson

Hannah Sharp-Johnson, Board Secretary

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1. A detailed list of the New Applications for Referral is attached as Appendix A.
 2. A detailed list of the applications funded under the listed programs is attached as Appendix B.
 3. A detailed list of time extensions is attached as Appendix C.
 4. A copy of the White Application Review Committee meeting minutes is attached as Appendix D.
 5. A copy of the Blue Application Review Committee meeting minutes is attached as Appendix E.
 6. A copy of the KADB Kentucky Dairy Development Council Recipient Review meeting minutes attached as Appendix F.

7. A copy of the KADB Food Safety and Efficiency Committee minutes attached as Appendix G.

New Applications for Referral

APP #	APPLICANT	COUNTY	Cmte.
A2023-0267	AgRenew, LLC <i>Food Safety & Efficiency Incentives Program</i>	Metcalfe	Processing
A2023-0270	Alvios Cuban Meats, LLLP <i>Food Safety & Efficiency Incentives Program</i>	Jefferson	Processing
A2023-0272	Creation Gardens, Inc <i>Processing Equipment Upgrades</i>	Jefferson	Blue
A2023-0273	University of Kentucky, KY Agricultural Leadership Program <i>KALP- Alumni Enhancement and Program Evaluation</i>	_ALL	Blue
A2023-0274	Chaney's Dairy Barn <i>Chaney's Dairy Barn Expansion</i>	Warren	Blue
A2023-0275	The Farmstand, LLC <i>Local Product Storefront</i>	Carroll	Blue
A2023-0276	Jemstar Properties, LLC <i>Meat Processing</i>	Montgomery	Processing
A2023-0277	Bluegrass Lamb Company, LLC <i>Food Safety & Efficiency Incentives Program</i>	Hardin	Processing

Programs Recommended for Approval

CAIP			
<u>Application</u>	<u>Program Administrator</u>	<u>County</u>	<u>Funds Requested</u>
A2023-0268	Northern Kentucky Cattle Association, Inc.	Boone	\$108,077.00
			\$108,077.00
Shared-Use Equipment Program			
<u>Application</u>	<u>Program Administrator</u>	<u>County</u>	<u>Funds Requested</u>
A2023-0271	LaRue County Conservation District	LaRue	\$2,888.00
			\$2,888.00
Total County Funds Recommended for Approval in Programs:			\$110,965.00

APPENDIX C: Requested Time Extensions

App#	A2021-0228
Applicant Name	Hampton Premium Meats
Amount Approved	\$336,00 state funds
Execution Date	7/19/2022
Requested Change	The applicant is requesting a 3-month time extension to complete their project due to a recently amended budget amendment. \$159,304 in state funds have been disbursed this far. The new deadline will be April 19, 2024.
	Staff Recommends Approval

APPENDIX D: White Application Review Committee Minutes

Meeting Date:	December 15, 2023
Meeting Location:	Franklin County Extension Office
Meeting Chair:	Bill McCloskey
Attendees:	Committee Members: Matt Hinton, Dr. Gordon Jones, Dean Nancy Cox, Tom McKee, Fritz Giesecke and Tim Hughes. KOAP Staff: Bill McCloskey, Brian Lacefield, Brian Murphy, Savanna Hill, Jesslyn Watson, Chelsea Smither, Sarah Bryant, Hannah Johnson, and Nick Van Over.
Minutes Issued By:	Chelsea Smither
Meeting Call to Order:	12:25 p.m. EST
Meeting Adjourned:	12:35 p.m. EST

Agenda Items:
<p><u>Forgivable Loan Amendment</u></p> <p>I. A2021-0121 Creation Gardens</p> <p>a) The committee unanimously recommended amending the forgivable loan, so that the reporting period is moved to January through December.</p> <p><u>Adjournment</u></p> <p>a) Committee adjourned in acclamation.</p>

APPENDIX E: Blue Application Review Committee Minutes

Meeting Date:	December 15, 2023
Meeting Location:	Franklin County Extension Office
Meeting Chair:	Bill McCloskey
Attendees:	Committee Members: Bobby Foree, Michael Peterson, Al Pedigo, and Tim Hughes (KDA). KOAP Staff: Bill McCloskey, Brian Lacefield, Savanna Hill, Brian Murphy, Chelsea Smither, Jesslyn Watson, Nick Van Over.
Minutes Issued By:	Chelsea Smither
Meeting Call to Order:	12:38 p.m. EST
Meeting Adjourned:	3:37 p.m. EST

Agenda Items:	
<ol style="list-style-type: none"> 1. A2023-0251 Purchase Co-op <ol style="list-style-type: none"> a) The committee unanimously recommended pending the application, per the applicant's request to gather more information. 2. A2023-0272 Creation Gardens, Inc. <ol style="list-style-type: none"> a) The committee unanimously recommended pending the application for further information. 3. A2023-0273 UKY, KY Agricultural Leadership Program <ol style="list-style-type: none"> a) The committee unanimously recommended funding the applicant up to \$500,000 in state funds in the form of an endowment. 4. A2023-0274 Chaney's Dairy Barn <ol style="list-style-type: none"> a) The committee unanimously recommended funding county funds matched by state funds, with a state maximum of \$50,000, and \$250,000 in the form of a participation loan. 5. A2023-0275 The Farmstand, LLC <ol style="list-style-type: none"> a) The committee unanimously recommended funding the applicant \$7,554 in county funds. 	
The committee adjourned by acclamation.	

APPENDIX F: Kentucky Dairy Development Council Recipient Review Committee Meeting

Meeting Date:	December 15, 2023
Meeting Location:	Franklin County Extension Office
Committee Chair:	Dr. Gordon Jones
Attendees:	Committee members: Dr. Gordon Jones, Mark Barker, Tim Hughes, and Dean Nancy Cox. Staff: Jesslyn Watson, Chelsea Smither, Brian Murphy, Brian Lacefield, and Bill McCloskey. KDDC Representatives: H. H. Barlow, Jennifer Hickerson, Tori Embry, and David Roberts.
Minutes Issued By:	Jesslyn Watson
Meeting Call to Order:	8:32 a.m. EST
Meeting Adjourned:	9:25 a.m. EST
Agenda Items:	
<p>1. Review of Audit Committee members reviewed and discussed the positive findings from the audit on KDDC that had been requested previously in the year. Jennifer Hickerson discussed future changes that they will implement to increase efficiency, such as KDDC staff being timely in submitting expense reports and financial records will include footnotes. Jennifer will also officially be moving into the role of Finance Director. Committee members and KOAP staff encouraged KDDC to routinely have an audit conducted, with a suggestion being once every three years.</p> <p>2. Review of Producer Survey Summary In the previous meeting, it was suggested that KDDC conduct a generalized survey to Kentucky dairy producers statewide to gauge a better understanding of what could aid their operation, whether it be the Management Plus Program or other investments to better impact operations. The top three areas that producers recognized as desired programs were cow comfort, cow health, and forages. Tori Embry stated that in the future KADF application for 2025-2026 funding, KDDC may look into creating a program to aid in the aforementioned needs. Committee members cautioned KDDC on allowing their cost-share programs to be used for practices that are not actively increasing an operation's efficiency. The KADF investment philosophy was reiterated as a means to aid in innovative and better management practices, not as a subsidy or method to pay for personal choices that do not align with the KADB's intent. It was suggested that in the future, perhaps KDDC shift to focusing funds for education rather than cost-share programs that may also be eligible in KOAP county programs.</p> <p>3. A2022-0205 Budget Amendment Request KDDC has requested a second budget amendment to add a new program, "Management Plus" that would allow funds from the Beef on Dairy Program's budget to be used interchangeably between the two programs. The new program will include cost-share options for the purchase of either same-sex semen or purebred bulls, for those operations that do not use artificial insemination (AI). Committee members brought to</p>	

APPENDIX F: Kentucky Dairy Development Council Recipient Review Committee Meeting

KDDC's attention that both bulls purchased for natural service and the cows/heifers used in AI should be genomically tested if using this program. This is not a requirement for producers to be eligible for the Management Plus Program at this time. Dr. Gordon Jones encouraged KDDC to promote the purchase of calves bought for Beef on Dairy to originate within Kentucky.

If approved, the \$200,000 can float between the Beef on Dairy Program and the new Management Plus Program. After discussion, the committee members unanimously recommended approval of the budget amendment request. Dr. Jones made the motion and Tim Hughes seconded. The motion passed unanimously.

4. Recommendation of 2024 funding (\$945,780)

After discussion, the committee unanimously recommended rolling over the remaining 2023 funds to be used in addition with the 2024 funds. Dr. Jones made the motion and Mark Barker seconded. The motion passed unanimously.

The meeting was adjourned by acclamation.

Next Meeting: Thursday, February 22nd, 2024, at 9:00 a.m. EST via Zoom

APPENDIX G: KADB Food Safety & Efficiency Committee Minutes

Meeting Date:	January 4, 2024
Meeting Location:	Zoom
Meeting Chair:	Wayne Hunt
Attendees:	<p><u>Committee Members:</u> Wayne Hunt, Dr. Gordon Jones, Al Pedigo, Bobby Foree, Brenda Paul, and Warren Beeler (KDA). Absent – Tom McKee <u>KOAP Staff:</u> Bill McCloskey, Jesslyn Watson, Hannah Johnson, Brian Murphy, Olivia Randolph, Chelsea Smither, and Savanna Hill. <u>Guests:</u> Brent Lackey, Ali Hulett, Jennifer Hardin, Benjy Mikel, Chris Milam, Sandra Gardner, Laurie Mays, Tonya Smith.</p>
Minutes Issued By:	Jesslyn Watson
Meeting Call to Order:	9:03 a.m. EST
Meeting Adjourned:	11:06 a.m. EST

Agenda Items:
<p>1. Approval of New Food Safety & Efficiency Consultants</p> <p>a) Tim Lombardo was approved to be a food safety consultant listed under the KADB Food Safety & Efficiency Incentives Program. Mr. Lombardo will be consulting with A2023-0267 AgRenew. Dr. Gordon Jones made the motion and Brenda Paul seconded. The motion passed unanimously.</p> <p>b) Both Jacob “Brad” Gilbert and Bart Pilarski were approved to be food safety consultants listed under the KADB Food Safety & Efficiency Incentives Program. They will be consulting with A2023-0277 Bluegrass Lamb Company. Wayne Hunt made the motion and Dr. Jones seconded. The motion passed unanimously.</p> <p>c) Dr. Aliyar Fouladkhah was approved to be a food safety consultant listed under the KADB Food Safety & Efficiency Incentives Program. Dr. Fouladkhah will be consulting with A2023-0270 Alvios Cuban Meats. Dr. Jones made the motion and Mrs. Paul seconded. The motion passed unanimously.</p> <p>2. A2023-0267 AgRenew, LLC</p> <p>a) The Applicant requested \$3,750 in state funds through the KADB Food Safety & Efficiency Incentives Program to support the expenses of consultation fees to create a food safety plan that adheres to FDA standards.</p> <p>b) Al Pedigo made the motion to recommend approval up to \$3,750 in state funds and Mr. Hunt seconded. The motion passed unanimously.</p>

APPENDIX G: KADB Food Safety & Efficiency Committee Minutes

Agenda Items:

3. A2023-0270 Alvios Cuban Meats, LLLP
 - a) Elaisy Lapinet requested \$3,750 in state funds through the KADB Food Safety & Efficiency Incentives Program to support the expenses of the creation of the HACCP Plan.
 - b) Bobby Foree made the motion to recommend approval up to \$3,750 in state funds and Mr. Pedigo seconded. The motion passed unanimously.

4. A2023-0276 Jemstar Properties, LLC
 - a) Marlin Gerber presented a meat processing project application requesting \$15,000 in Montgomery County funds and \$250,000 in state funds for the expenses associated with the construction of a USDA custom meat processing facility.
 - b) After further discussion and the committee members' request for additional details, Mr. Foree made the motion to pend the application and Mr. Hunt seconded. The motion passed unanimously.

5. A2023-0277 Bluegrass Lamb Company, LLC
 - a) Valerie Samutin requested \$11,095 in state funds through the KADB Food Safety & Efficiency Incentives Program to support the expenses of consultation fees for BRCGS consulting, HACCP training, and internal auditor training.
 - b) b) Mrs. Paul made the motion to recommend approval up to \$3,750 in state funds and Dr. Jones seconded. The motion passed unanimously.

5. A2021-0259 Palmer Farms Meats
 - a) The Recipient requested a budget amendment to add a grease trap among eligible expenses due to a remaining unused balance of \$25,386 in multi-county funds.
 - b) After further discussion, Mr. Foree made the motion to recommend the budget amendment and provide an additional three month time extension until May 24th, 2024. Dr. Jones seconded the motion and it passed unanimously.

6. A2023-0282 Kentucky Association of Meat Processors
 - a) Jennifer Hardin first provided the committee with a brief association update, showcasing the wide variety of accomplishments that the organization has made throughout the past year.
 - b) Allison Porteus presented a new project application requesting \$1,662,750 in state funds to create a Master Butcher Program, as well as fund a grant program for meat processors.
 - c) After further discussion and the committee members' request for additional details, Mr. Foree made the motion to pend this application and Mrs. Paul seconded. The motion passed unanimously.

7. University of Kentucky Update
 - a) Dr. Gregg Rentfrow discussed the many upcoming events that may affect Kentucky processors, such as a new Barbeque clinic and the National Country Ham Convention.

APPENDIX G: KADB Food Safety & Efficiency Committee Minutes

Agenda Items:

8. KCARD Update

- a) Brent Lackey stated that KCARD is continuing to monitor existing meat processors throughout the state.

8. KOAP Update

- a) Bill McCloskey reviewed current Meat Processors Statewide Maps and 2024 Guidelines:
 - Meat Processors,
 - Food Safety & Efficiency Incentives.

9. Adjournment- adjourned by acclamation.

Next Meeting: TBD.