



# Executive Committee Meeting Minutes

Tuesday, November 14, 2023

11:00 AM – 12:00 PM MT

Conference Call

**DRAFT**

## **Call to Order**

Chair Andy Bishop called the meeting to order at 11:00 AM MT on Tuesday, November 14, 2023, and thanked everyone for attending. Mr. Bishop asked Sara Arp to call roll of the committee members and recognized the guests in attendance.

## **Members Present**

Andy Bishop, Chair  
Seth Denbow  
Mary Graner  
Ross Havens  
Steve Hobbs  
Bill Lipscomb

Ryan Moorhouse  
Bill Slovek  
Steve Springer  
Jimmy Taylor  
Norman Voyles, Jr.  
Tammy Wiedenbeck

## **Staff Present**

Sara Arp, CBB  
Davis Gidney, CBB  
Greg Hanes, CBB  
Sarah Metzler, CBB

Jeff Lutz, CBB  
Chad Smith, CBB  
Beka Wall, CBB

## **Guests**

Lis Kidder, Legal Counsel

Kinley Hartman, USDA-AMS

## **Quorum**

Chair Andy Bishop declared a quorum was present to conduct business.

## **Agenda**

Chair Andy Bishop called for a motion to approve the agenda as emailed. Bill Lipscomb moved, and Mary Graner seconded to approve the agenda as emailed. Motion passed.

## **Approve Meeting Minutes – October 10, 2023**

Chair Andy Bishop asked for a motion to approve the October 10, 2023, meeting minutes as emailed. Seth Denbow moved, and Steve Hobbs seconded to approve the minutes as emailed. Motion passed.

## **CEO Update**

CEO Greg Hanes gave an update on the following:

- After reviewing submitted comments, USDA decided to leave the reapportionment numbers as put forward in the proposed rule. As this was a unique situation and countered the Board's recommendation, CBB staff and USDA agreed that they will continue to work on this process in partnership going forward. This provides an opportunity to review policies and process together moving forward.



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- Staff is working with USDA on the recommendation presented by the Executive Committee to allow QSBC's with annual collection revenue of less than \$250,000 to conduct a financial review vs. an annual audit to save costs. A full financial compliance audit will still be conducted every five years.
- Auditors are currently in the office conducting the CBB's annual audit. The process is going well with the auditors, no issues to date. The full report will be available next month and presented during the CBB Budget & Audit Committee meeting in Orlando.
- A new position description is underway to hire a replacement for the Executive and Administrative Assistant. The goal is to have the position published this week in order to get a new hire onboard in time for the Orlando meetings.
- Pending government shutdowns will not impact AMS because the Checkoff pays for AMS staff support – it doesn't come from general appropriations. In addition, prepayments were scheduled several months in advance during the potential first shut down. Operations should not be impacted, and the work of the checkoff will continue in the instance there is a shutdown.
- Staff are working with states on improving the late fee process.

## **Staff Program Update**

CBB Sr. Director of Organizational Communications, Sarah Metzler provided the committee with a brief update on Producer Communications.

## **Legal Update**

Legal Counsel Lis Kidder gave the following update:

- USDA filed a motion to extend the briefing schedule in the R-Calf district court case because they want more time to pull materials together. The new schedule has government motion due November 16<sup>th</sup>. R-Calf's next brief is January 12, 2024 and USDA has until February 16, 2024 for the final brief.
- Upon completion of that process, the case will go to court – it could be a quick decision or may take up to a year for cross motions.

## **Checkoff Leadership Summit Update**

Sara Arp, Senior Director of Operations gave a brief update on the Checkoff Leadership Summit, which will be held on December 5 -6 in Denver, CO. Checkoff Program Committee Co-Chairs and LRP Working Group members will come together to review plans for the upcoming year.



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## Travel Update

CEO Greg Hanes gave the following travel updates:

- CBB Officers and/or staff have attended the following:
  - **Oct. 11-13:** Partnerships in Action – Centennial, CO
  - **Nov. 6-7:** Meat Import Council Annual Meeting – Scottsdale, AZ
  - **Nov. 7-9:** 13<sup>th</sup> Annual NIAA Antibiotics Symposium – Atlanta, GA
  - **Nov. 7-10:** USMEF Strategic Planning Conference – New Orleans, LA
  - **Nov. 13-15:** USAEDC Annual Workshop – Baltimore, MD
- CBB will also have representatives attending the following:
  - **Nov. 15-16:** NAFB Trade Talk – Kansas City, MO
  - **Nov. 28:** CattleFax Outlook Seminar – Lone Tree, CO
  - **Dec. 1-2:** USCA Annual Meeting – Fort Worth, TX
  - **Dec. 5-6:** Checkoff & LRP Leadership Summit – Denver, CO

## Branded Partnerships

Chair Andy Bishop asked for a motion to approve the Branded Partnership National Promotion request.

- National Promotions
  - USMEF: Oregon Foods S.A. – Lima, Peru (ARMS #101323-04)
  - USMEF: Oregon Foods S.A. – Cusco, Peru (ARMS #101323-05)

Ross Havens moved, and Tammy Wiedenbeck seconded to approve the USMEF request for partnership with Creekstone and Platte Valley. Discussion. The motion passed.

## Oher Business

- Chair Andy Bishop encouraged members to think of Generative Discussion topics for future calls.
- The next Executive Committee Conference Call is scheduled for November 12, 2023, at 11:00 AM MT and should already be on your calendars. Staff will send supporting meeting materials as the meeting dates approach to help you come prepared.

## Executive Session

Bill Lipscomb moved, and Steve Hobbs seconded to enter Executive Session at 11:50 AM MT.

## Adjourn

Steve Springer moved, and Mary Graner seconded to adjourn at 12:02 PM MT.