

NORTH DAKOTA BEEF COMMISSION MINUTES

Virtual Conference Call

January 29, 2025

APPROVED

Directors Present: Zahn, Joy Patten, Jess Nehl, Brian Amundson, Denise Rohweder, Carmel Miller, Lane Marshall, Ex-Officio Directors Travis Maddock and Fred Helbling. Directors Absent: Val Wagner, Austin Henderson.

Staff Present: Nicole Wardner. Guest:

North Dakota Beef Commission (NDBC) Chair Jason Zahn called the meeting to order at 8:03.

Patten moved to approve the agenda as presented, second by Amundson. Motion carried.

Directors reviewed minutes from the December 16, 2024 Board Meeting. **Amundson moved to approve the minutes, second by Marshall. Motion carried.**

Financial Update

Nehl gave an update on the December 2024 Financial Report. **Nehl moved to receive and file the December financial report, second by Miller. Motion carried.**

Committee Reports

Patten reported on the 2 meetings held by the Marketing Committee, January 8th and January 28th. **Patten moved to approve the minutes from the Marketing Committee meetings. Second by Marshall. Motion carried.** Nehl reported on the budget committee meeting held January 22nd. He shared the recommendation from the committee to the whole board. **Nehl moved to approve the minutes from the Budget Committee meeting. Second by Miller. Amundson moved direct the Executive Director to explore options and opportunities, with OMB and the state auditor, to allocate compensation expenses in program areas. Second by Miller. Discussion focused on evaluating how costs are allocated and whether contract work would provide a more efficient use of checkoff dollars. Motion carried.**

Legislative Update

Wardner gave directors an update on the 3 bills regarding the Beef Commission currently submitted in this legislative session. She also reviewed 3 bills that would directly affect the Beef Commission operations as a state agency. Wardner reminded board members on how directors can and cannot address legislators in regards to bills.

Staffing Update

Wardner shared the Collections & Compliance Specialist position closed, 4 applicants will be offered an interview. Those interviews will take place on February 13th, Nehl will sit in on the interviews. She also mentioned the NDBC application for funding for an intern was also approved. This will provide 50% cost share to NDBC for compensation expenses. The position opening for the intern will be open soon. Wardner asked for direction regarding the Communication Specialist vacancy. **Amundson moved to open a position, and the executive director to create a title with the intent to reflect the position responsibilities. Second by Patten. Motion carried.**

National Items

Nehl reported on the National Finance & Audit meeting he attended in December. Chair Zahn thanked him for his service on the national committee. Wardner shared the committee assignments for the annual convention and highlighted events that directors should attend. Convention is being held February 4-6 in San Antonio, TX.

International Items

Amundson reported to the board that USMEF was hosting it's USMEF Beef Strategy Meeting April 1st in Denver, CO. He explained the purpose of the meeting and the importance of providing representation from

North Dakota. **Marshall moved to fund travel expenses for Amundson to attend the meeting, second by miller. Motion carried.**

Other Business

There was no further business to discuss.

Next Meetings

February 26 - Virtual call. 8 a.m.

March 19, Quarterly board meeting. 10 a.m.

Nehl moved to adjourn the meeting, second by Rohweder. Meeting adjourned at 9:25 a.m.