Joint Meeting
Western Pulse Growers Association, Idaho Pea and Lentil Commission, Washington Pulse Crops Commission
USADPLC Headquarters; Moscow, In Person/ Zoom
Wednesday, June 1, 2023

1. **Roll Call:** Introductions and roll call were conducted.

Western Pulse Growers Association- Washington Division		
PRESENT / REMOTE	**PROXIED**	**ABSENT**
Aaron Flansburg (remote)	Ian Clark, 1st Co Vice Chair	Braidy Haden
Scot Cocking	Chase Janson, 1st Co-Chair	Doug Morgan
Greg Ferrel	Spencer Scholz	Dan Westacott
	Kyle Schultheis	
Tim Schultz	Dan McKinley	
Western Pulse Growers Association- Idaho Division		
PRESENT / REMOTE	**PROXIED**	**ABSENT**
Jack Hermann, 2nd Co-Chair	Dave Hawley	
Riley Nelson (remote). 1st co-Vice Chair	Howard Jones	
Richard Grant		
Kevin Meyer		
Eric Boettcher		
Randy Duncan (remote)		

Kyle Osborn		
Kevin Meyer		

Idaho Pea & Lentil Commission (need 4 for a quorum)		
PRESENT	**REMOTE**	**ABSENT**
Jay Anderson, Chair	Neil Heitstuman	Dirk Hammond, Handler, Vice Chair
Brett Poxleitner		Mark McGuire, UofI Ex Officio
Levi Lustig		
Aaron Smith		
Washington Pulse Crops Commission (need 5 for a quorum)		
PRESENT	**REMOTE**	**ABSENT**
David Carlton, Chair		Nate Hahner
Kyle Hinrichs, Handler	Jake Dewald, Vice Chair	Kirk Hansen
Kevin Mader		Matt Weber
		Mike Tee
		Philip Garcia, WSDA Rep

Staff Present /Zoom:

Tim McGreevy, CEO
Todd Scholz, Vice President of Research & Member Services
Drex Rhoades, Director of Communications
Madison Jacobson, Marketing Manager
Bryce Hooper, Grants Manager
Mark Watson, Hayden & Ross

1. *Call to Order*	
Meeting Chair Jack Hermann, WPGA; and Dave Carlton, WAPCC, Jay Anderson for ID Commission.	The joint meeting of the ID Commission, WA Commission and WPGA was called to order at 09:11 AM PT from the MOSCOW USADPLC Headquarters.
2. *Roll Call*	
	• Proxies for the WPGA to the Chair were as follows: ID Div: Dave Hawley, and Howard Jones to Chair. WA Div: Chase Jansen, Kyle Schultheis, Spencer Scholz, and Ian Clark to the Chair. WPGA had a quorum. • The Idaho Commission had a quorum. **WAPCC did not have a quorum**. • Todd reviewed committee assignments with the group.
3. *Committee / Board Assignments*	
	• WA: National board, International Committee, Domestic Marketing all remained the same. • Research: Brady Haiden remained in Research. Ian Clarke moved up from Alt. to replace Dan McKinley. • InfoGov: Move Matt Weber into Kirk Hansen's spot (switching Kirk to Alt) • ID: National board; Jay Anderson's last meeting as he is termed out. Jack Hermann will move into Jay's spot. Aaron Smith will then replace Jack as the alternate. • INTL: Eric Boettcher replaces Levi Lustig. • DOM: Alt. position filled by Aaron Smith • RES: Brett Poxleitner moved up from Alt, leaving that Alt spot vacant. • INFO: Howard Jones replaced by Riley Nelson moving up from Alt. Jay Anderson replaced by Brett Poxlietner as alt. • VAR: Stayed the same.
WPGA Motion made by Greg Ferrel (WA) and seconded by Kevin Meyer (ID) to approve the committee assignments as presented. Motion passed.	
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IDPLC Motion made by Levi Lustig and seconded by Brett Poxlietner to approve the committee assignments as presented. Motion passed.	
4. *Minutes from the last Meetings*	

Review of March 22, 2023	WPGA Board and ID Commission reviewed the minutes from the March 22, 2023 joint meeting.
WPGA Motion made by Kevin Meyer (ID) and seconded by Erik Boettcher (ID) to approve the minutes as presented. Motion passed.	
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5. *Financial Report: Idaho Pea & Lentil Commission (IDPLC)*	
Mark Watson of Hayden and Ross Accountants presented the FY 22-23 financial reports through April 30, 2023, for all boards.	• Assets: Total cash accounts/assets is $546,419. $302,841K of that is in the Idaho Investment Pool. • Expenses: Total liabilities is $68,750. Biggest expense is contracted services. Sponsorship of Leadership in Ag increased this year for the Moscow LIA meeting this year. • $507,669K in total equity. • Income: Income through Apr. is Chickpeas 70% of budget, grn peas about 36%, yellow 12%; lentil about 25% in. More assessments expected. Total income is $164K, about 45% of budget. Net operating income is $(21,344). • Todd discussed projections, noting the IDPLC will have around $504K in reserves. • Board reviewed check #2109. • Board reviewed paid invoices so far, and the final invoice through June. USADPLC invoices presented for approval. • Todd Scholz reviewed the budget worksheet for the upcoming fiscal year, beginning July 1, 2023-June 30, 2024. • The board had approved the USADPLC contract amount in March for $298,384 which included support for NIFA project at $15,000. • The board reviewed the signed contract documents. • Todd reviewed the staff recommended budget for FY23/24 based on projections; and presented the invoice for July/Aug./Sept. based on those projections.
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WPGA Motion made by Scot Cocking (WA) and seconded by Richard Grant (ID) financials, checks, invoice, and budget as presented. Motion approved.	
8. *IDPLC – ID DRY PEA & LENTIL COMMISSION Board Member Appointments*	
	• ID commissioners are appointed by the Governor. The process takes about 3 months after receiving a petition by the growers. • Jay Anderson and Dirk Hammond are term limited out. Can not serve additional term at this time.

	• Mac Reynolds, PNDSA Marketing Specialist, has agreed to serve as Commissioner. • Requires endorsement by petition of the USPLTA and approval by WPGA and the IDPLC Commission boards.
IDPLC Motion made by Brett Poxlietner and seconded by Neil Heistuman to approve ID grower Mack Reynolds as a board member, to be submitted to the Governor for approval. Motion approved. **WPGA Motion made** by Greg Ferrel and seconded by Kevin Meyer to support Mack Reynolds as an ID Commission member.	
9. ***Assessment and Assessment Records Process***	
	• IDPLC reviewed the legislative authority to establish annual assessment rate. • Consensus was to keep it at 1% of first point of sale. • IDPLC reviewed requirements for recording assessments on paper forms. • Board recommended requiring submission via updated electronic system.
IDPLC Motion made by Levi Lustig and seconded by Brett Poxleitner to leave the Idaho Assessment at 1%. Motion approved. **IDPLC Motion made** by Aaron Smith and seconded by Levi Lustig to support the USADPLC's continued use of the forms included in the packet materials which allow use of assessment database in lieu of manual procedures. Motion carried.	
10. ***Officer Elections-ID Pea & Lentil Commission***	
	• Chair Jay Anderson and Vice Chair Dirk Hammond are both term limited out and must be replaced. • Board must elect a new Chair and Vice Chair. • Chair opened nominations for Chair and asked for nominations three times. • Nomination for Chair was received for Brett Poxleitner. Brett declined. • Nomination received for Aaron Smith for Chair and for Levi Lustig as Vice Chair. No further nominations were received.
IDPLC Motion made by Brett Poxleitner and seconded by Neil Heitstuman to approve Aaron Smith as Chair, and Levi Lustig as Vice Chair by unanimous consent. Motion approved.	
11. ***WAPCC - WASHINGTON COMMISSION Board Elections/Appointments***	
	• Todd discussed terms for WAPCC is 3 year terms but no term limits. • Everyone already elected/appointed has agreed to continue. • The group discussed training for board members. • Board reviewed appointment for Kirk Hansen. • Kevin Mader and Matt Weber had also been appointed. • Some discussion about attendance problems.

	• No further action was necessary.
12. *Requirements for Assessment Reports and Formats*	
	• The WAPCC also needs to decide to authorize the USADPLC's continued use of the industry assessment database as the basis of the assessment accounting system. • If first purchaser uses automated recording system, they are not required to submit paper copies.
Recommendation made by Kevin Mader and seconded by Kyle Hinrichs to approve the paper records as presented with exemption if utilizing the automated database system. Recommendation approved.	
13. *Officer Elections, WA Pulse Crops Commission.*	
	• The WAPCC held officer elections. • Since a quorum was not present, the elections will be held officially at the next meeting. • Acting chair called for nominations three times and nomination was received for Dave Carlton as Chair and Jake Dewald as Vice Chair. • No further nominations were received.
Recommendation made by Kyle Hinrichs for unanimous ballot for Chair David Carlton and Vice Chair Jake Dewald. Recommendation approved.	
14. *WPGA – WESTERN PEA & LENTIL GROWERS BUSINESS UPDATES*	
	• Discussed membership and sponsorship commitments for the next fiscal year. • Chris McCollough, WSDA Pesticide specialist discussed a grower pesticide usage survey. • This information would be reported to the EPA so they do not defer to old or default to the labeled amount in Washington State. • Todd committed the USADPLC to survey growers for a late summer deadline.
15. *Staff Presentations/Business*	
Staff Updates, Tim McGreevy	• Will Lytle has accepted a new position of Dir. of Policy, Growth, & Sustainability. • Becky Garrison resigned as Dir. of Domestic Marketing.
Farm Bill-Tom Hance, Gordley Associates	• Tom Hance presented current Farm Bill progression and policy issues affecting the US industry. Debt limits, approps, and reference prices were of primary interest to the growers.

	• and Bryce Hooper and international marketing programming and budget needs. •
Info/Gov Policy, Drex Rhoades	• Discussed InfoGov policy work, including developing an H2A labor policy.
Domestic Activities, Madison Jacobson	• Discussed domestic program activities and budget proposal for next FY.
International Marketing Update, Bryce Hooper	• Discussed International Marketing program updates and proposal for USADPLC Budget request for next FY.
Coalition for Advancement of Pulses (CAP), Tim McGreevy	• Tim discussed the AIM for Climate event held in DC recently, where he presented to the group about the CAP initiative. • USDA event with major sponsorships from Meat industry representatives. • Attended with Plant Based Food Initiative.
Crop Protection Update, Todd Scholz	• Todd relayed the most recent trip reports, MRL Conference, and crop protection information. • EU Farm to Fork Policies and EPA ESA Mitigation Plan are biggest crop protection issues.
16. *Calendar and Next Meeting*	
Next meeting	• Wed, Sept. 20, 2023 at the Moscow USADPLC Office. • Boards all reviewed calendars included in packet.
17. *Adjourn*	
IDPLC Motion to Adjourn made by Brett Poxleitner and seconded by Aaron Smith to adjourn. Motion passed. WPGA Chair Jack Hermann declared the meeting adjourned.	
Joint Meeting of the WPGA, WAPCC and IDPLC adjourned at 1:23 p.m. PT.	

Respectfully submitted, 06/14/2023

Drex Rhoades, Director of Communications

Recording Secretary

ID Pea & Lentil Commission

Budget Worksheet, FY 2023-24

Last updated: June 3, 2024

	Budget FY 2022-23 As of 9/20/22 Bd App	Audit FY 2022-23 As of 6/30/23	Budget FY 2023-24 As of 6/30/23 Bd App Crop Yr 2023	Actual FY 2023-24 As of 6/30/24
Income				
Green Pea Income				
4110 · Green Pea Assessments	$ 99,008	$ 41,520	$ 77,350	$ 22,569
Total Green Pea Income	**$ 99,008**	**$ 41,520**	**$ 77,350**	**$ 22,569**
Yellow Pea Income				
4120 · Yellow Pea Assessements	$ 6,188	$ 741	$ 6,188	$ 958
Total Yellow Pea Income	**$ 6,188**	**$ 741**	**$ 6,188**	**$ 958**
AWP Income				
4130 · Austrian Winter Pea Assessm	$ 8,772	$ 918	$ 8,772	$ 8,487
Total AWP Income	**$ 8,772**	**$ 918**	**$ 8,772**	**$ 8,487**
Smooth Seed Pea Income				
4140 · Smooth Seed Peas	$ -	$ -	$ -	$ -
Total Smooth Seed Pea Income	**$ -**	**$ -**	**$ -**	**$ -**
Lentil Income				
4210 · Lentil Assessments	$ 69,440	$ 28,895	$ 79,856	$ 68,121
Total Lentil Income	**$ 69,440**	**$ 28,895**	**$ 79,856**	**$ 68,121**
Chickpea Income				
4310 · Chickpea Assessments	$ 204,393	$ 221,010	$ 247,050	$ 318,214
Total Chickpea Income	**$ 204,393**	**$ 221,010**	**$ 247,050**	**$ 318,214**
Assessments to be allocated				
Other Income				
4930 · Interest/Misc Income	$ 1,473	$ 9,473	$ 1,500	$ 13,991
4960 · Cookbook Income			$ -	$ -
Total Other Income	**$ 1,473**	**$ 9,473**	**$ 1,500**	**$ 13,991**
Total Income	**$ 389,274**	**$ 302,557**	**$ 420,716**	**$ 432,342**
Cost of Goods Sold				
4950 · Cost of Cookbooks Sold			$ -	$ -
Total COGS	**$ -**	**$ -**	**$ -**	**$ -**
Gross Profit	**$ 389,274**	**$ 302,557**	**$ 420,716**	**$ 432,342**

ID Pea & Lentil Commission

Budget Worksheet, FY 2023-24

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	Budget	Audit	Budget	Actual
	FY 2022-23	FY 2022-23	FY 2023-24	FY 2023-24
	As of	As of	As of	As of
	9/20/22	6/30/23	6/30/23	6/30/24
	Bd App		Bd App	
Income			Crop Yr 2023	
Expense				
Administration				
Accounting/Legal/Insurance				
5120 · Legal	$ 800	$ 25	$ 800	
5130 · Audit	$ 6,200	$ 6,625	$ 6,800	$ 7,100
5131 · Commission Field Audits	$ 600	$ 800	$ 800	$ 800
5140 · Insurance	$ 940	$ 103	$ 900	$ 270
5160 · Banking Fees	$ 200		$ 250	$ 110
5170 · Database Maintenance				
5180 · ID State Marketing Order S	$ -	$ -	$ -	$ -
Total Accounting/Legal/Insurance	**$ 8,740**	**$ 7,553**	**$ 9,550**	**$ 8,280**
Dues & Subscriptions				
5310 · Moscow Chamber of Comn	$ 300	$ 305	$ 305	
5320 · Leadership Idaho Ag.	$ 2,500	$ 2,500	$ 2,500	$ 2,500
5330 · ID Ag in the Classroom	$ 1,000	$ 1,000	$ 1,000	$ 1,000
5399 · Other Dues & Subscription	$ 500		$ 500	
Total Dues & Subscriptions	**$ 4,300**	**$ 3,805**	**$ 4,305**	**$ 3,500**
Meeting Expense				
5410 · USADPLC National Board M	$ 3,000	$ 247	$ 3,500	$ 472
5420 · Commission Meeting Expe	$ 1,500	$ 952	$ 1,500	$ 2,569
5499 · Other Meeting Expenses	$ -	$ -	$ -	$ -
Total Meeting Expense	**$ 4,500**	**$ 1,199**	**$ 5,000**	**$ 3,041**
Total Administration	**$ 17,540**	**$ 12,557**	**$ 18,855**	**$ 14,821**
Outreach & Education				
Projects				
5510 · Annual Report	$ 1,500		$ 1,500	
5530 · Canadian Pulse Days	$ 3,000		$ 4,000	
5540 · ID State Capital Missions	$ 3,000	$ 500	$ 4,500	$ 2,746
5599 · Other Projects	$ 1,000	$ 366	$ 500	$ 315
Total Projects	***$ 8,500***	***$ 866***	***$ 10,500***	***$ 3,061***
Total Outreach and Administration	**$ 26,040**	**$ 13,423**	**$ 29,355**	**$ 17,882**
USADPLC Contracted Services				
5610 · Administrative Services	$ 32,820	$ 32,820	$ 32,820	$ 30,085
5620 · Domestic Programming	$ 63,765	$ 63,765	$ 73,814	$ 67,663
5630 · International Programming	$ 28,843	$ 28,843	$ 25,487	$ 23,363
5640 · Research Programming	$ 68,373	$ 68,373	$ 81,143	$ 74,382
5645 · APA/PHI	$ 31,017	$ 31,017	$ 32,276	$ 29,586
5650 · Info/Gov Programming	$ 35,182	$ 35,182	$ 37,844	$ 34,689
5660 · Special Projects	$ 15,000	$ 15,000	$ 15,000	$ 13,750
Total USADPLC Contracted Services	**$ 275,000**	**$ 275,000**	**$ 298,384**	**$ 273,518**

ID Pea & Lentil Commission

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	Bd App		Bd App	
Income			Crop Yr 2023	
Contributions from Reserves				
5990· Depreciation				
5910 · Direct Contribution from Reserves				
5999 · Contigency Fund	$ 2,325			
Total Contributions from Reserves	$ 2,325	$ -	$ -	$ -
Total Expense	**$ 303,365**	**$ 288,423**	**$ 327,739**	**$ 291,400**
Net Income	**$ 85,909**	**$ 14,135**	**$ 92,977**	**$ 140,942**
Collection Inc minus exp budget				
Equity				
ID Comm Fund Balances (Reserve Accounts)				
Beginning Reserve Balance	$ 529,013	$ 529,013	$ 543,148	$ 543,148
Draw from Cash Reserves	$ -	$ -	$ -	$ -
Net Income	$ 85,909	$ 14,135	$ 92,977	$ 140,942
Ending Reserve Balance	***$ 614,922***	***$ 543,148***	***$ 636,125***	***$ 684,090***

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- IDPLC reviewed requirements for recording assessments on paper forms.
- Board recommended requiring submission via updated electronic system.

IDPLC Motion made by Levi Lustig and seconded by Brett Poxleitner to leave the Idaho Assessment at 1%. Motion approved.

IDPLC Motion made by Aaron Smith and seconded by Levi Lustig to support the USADPLC's continued use of the forms included in the packet materials which allow use of assessment database in lieu of manual procedures. Motion carried.

10. ***Officer Elections-ID Pea & Lentil Commission***

- Chair Jay Anderson and Vice Chair Dirk Hammond are both term limited out and must be replaced.
- Board must elect a new Chair and Vice Chair.
- Chair opened nominations for Chair and asked for nominations three times.
- Nomination for Chair was received for Brett Poxleitner. Brett declined.
- Nomination received for Aaron Smith for Chair and for Levi Lustig as Vice Chair. No further nominations were received.

IDPLC Motion made by Brett Poxleitner and seconded by Neil Heitstuman to approve Aaron Smith as Chair, and Levi Lustig as Vice Chair by unanimous consent. Motion approved.

11. ***WAPCC - WASHINGTON COMMISSION Board Elections/Appointments***

- Todd discussed terms for WAPCC is 3 year terms but no term limits.
- Everyone already elected/appointed has agreed to continue.
- The group discussed training for board members.
- Board reviewed appointment for Kirk Hansen.
- Kevin Mader and Matt Weber had also been appointed.
- Some discussion about attendance problems.
- No further action was necessary.

12. ***Requirements for Assessment Reports and Formats***

	• The WAPCC also needs to decide to authorize the USADPLC's continued use of the industry assessment database as the basis of the assessment accounting system. • If first purchaser uses automated recording system, they are not required to submit paper copies.
Recommendation made by Kevin Mader and seconded by Kyle Hinrichs to approve the paper records as presented with exemption if utilizing the automated database system. Recommendation approved.	
13. *Officer Elections, WA Pulse Crops Commission.*	
	• The WAPCC held officer elections. • Since a quorum was not present, the elections will be held officially at the next meeting. • Acting chair called for nominations three times and nomination was received for Dave Carlton as Chair and Jake Dewald as Vice Chair. • No further nominations were received.
Recommendation made by Kyle Hinrichs for unanimous ballot for Chair David Carlton and Vice Chair Jake Dewald. Recommendation approved.	
14. *WPGA – WESTERN PEA & LENTIL GROWERS BUSINESS UPDATES*	
	• Discussed membership and sponsorship commitments for the next fiscal year. • Chris McCollough, WSDA Pesticide specialist discussed a grower pesticide usage survey. • This information would be reported to the EPA so they do not defer to old or default to the labeled amount in Washington State. • Todd committed the USADPLC to survey growers for a late summer deadline.
15. *Staff Presentations/Business*	
Staff Updates, Tim McGreevy	• Will Lytle has accepted a new position of Dir. of Policy, Growth, & Sustainability. • Becky Garrison resigned as Dir. of Domestic Marketing.
Farm Bill-Tom Hance, Gordley Associates	• Tom Hance presented current Farm Bill progression and policy issues affecting the US industry. Debt limits, approps, and reference prices were of primary interest to the growers. • and Bryce Hooper and international marketing programming and budget needs. •

Info/Gov Policy, Drex Rhoades	• Discussed InfoGov policy work, including developing an H2A labor policy.
Domestic Activities, Madison Jacobson	• Discussed domestic program activities and budget proposal for next FY.
International Marketing Update, Bryce Hooper	• Discussed International Marketing program updates and proposal for USADPLC Budget request for next FY.
Coalition for Advancement of Pulses (CAP), Tim McGreevy	• Tim discussed the AIM for Climate event held in DC recently, where he presented to the group about the CAP initiative. • USDA event with major sponsorships from Meat industry representatives. • Attended with Plant Based Food Initiative.
Crop Protection Update, Todd Scholz	• Todd relayed the most recent trip reports, MRL Conference, and crop protection information. • EU Farm to Fork Policies and EPA ESA Mitigation Plan are biggest crop protection issues.
16. *Calendar and Next Meeting*	
Next meeting	• Wed, Sept. 20, 2023 at the Moscow USADPLC Office. • Boards all reviewed calendars included in packet.
17. *Adjourn*	
IDPLC Motion to Adjourn made by Brett Poxleitner and seconded by Aaron Smith to adjourn. Motion passed. WPGA Chair Jack Hermann declared the meeting adjourned.	
Joint Meeting of the WPGA, WAPCC and IDPLC adjourned at 1:23 p.m. PT.	

Respectfully submitted, 06/14/2023

Drex Rhoades, Director of Communications

Recording Secretary