

Approved Minutes from the Fifth Meeting of the
Eighteenth New York State Dairy Promotion Order Advisory Board
Held in Chazy, NY
Tuesday, June 11, 2024 8:00am – 12:00pm

Attendees

Board Members Present: Quorum established.

Chair L. Bailey, Vice Chair J. Patterson, J. Whittaker, A. Lamb, C. Moore, R. Wolf, S. Head, J. Kehl

Board Members Not Present:

K. Nelson, D. Handy

New York State Department of Agriculture and Markets Staff Present:

H. Torino, C. Gravelle, C. McCue (virtually), K. Howard (virtually)

Disclaimer: This was a public meeting and procedure followed all rules set forth in Open Meetings Law. Meetings were recorded and posted on the New York State Department of Agriculture and Markets website, along with meeting minutes and additional materials presented. Use the following link to access the webpage:

<https://agriculture.ny.gov/dairy/dairy-promotion-order>

Meeting

Purpose: 2025 Budget and Goals Meeting

Opening Remarks/Roll Call/Quorum:

- Chair L. Bailey welcomed all, conducted roll call and established quorum.
- Deputy Commissioner Katie Howard introduced herself to the Board and the Board members each introduced themselves to Katie.

Approval of Past Minutes:

- H. Torino provided the February 27-28, 2024 meeting minutes to the board prior to today's meeting.
- Resolution: A motion was made and seconded to approve the February 27-28, 2024 meeting minutes. The motion passed unanimously.

2025 Budget:

- C. Gravelle presented the USDA milk projections for 2025.
 - The recommendation was to not exceed \$16.5 million for the 2025 budget.
- Resolution: A motion was made and seconded to approve a 2025 budget of \$16.45 million. The motion passed unanimously.

2025 Goals:

- The Board reviewed the 2024 goals one by one and edited two of the existing goals.
- Resolution: A motion was made and seconded to approve the 2025 goals. The motion passed unanimously.

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2025 RFA Format & Release Date:

- The format of the RFA was discussed to ensure it's being received in a format that is organized and clear.
 - H. Torino will revise the RFA format so that it is similar to the template used for the DPO Annual report and share with the board prior to release.
- The RFA will be released on July 1, 2024 with submissions due by August 20, 2024.

Presentation Time Allotment Discussion:

- The board discussed time allotments given to contractors for presenting at the funding, mid-year, and year-end meetings.
- The board agreed to trial the following time allotments at the July mid-year meeting and the September funding meeting:

- Mid-Year

Up to \$500,000 = 10 minutes for presentation, 10 minutes for questions

Between \$500,000 and \$1,000,000 = 15 minutes for presentation, 15 minutes for questions

Between \$1,000,000 and \$5,000,000 = 20 minutes for presentation, 20 minutes for questions

Greater than \$5,000,000, = 30 minutes for presentation, 30 minutes for questions

- Funding

Up to \$500,000 = 20 minutes for presentation, 10 minutes for questions

Between \$500,000 and \$1,000,000 = 30 minutes for presentation, 15 minutes for questions

Between \$1,000,000 and \$5,000,000 = 40 minutes for presentation, 20 minutes for questions

Greater than \$5,000,000, = 60 minutes for presentation, 30 minutes for questions

- For the mid-year meeting trial, the board would like DMI to have their own 30 minutes time slot (20 for presentation, 10 for questions).

Advisory Work Group Update:

- J. Kehl provided an update on the activities of the DPO Advisory Work Group (AWG).

Public Comment Opportunity:

- Lisa Robinson from NEDPB thanked the board for their work.

Closing Remarks:

- Chair L. Bailey thanked everyone for their time and effort.

Meeting Adjourned at 12:00pm

Respectfully submitted,
Heather Torino

Attachments:
2025 approved goals