

South Dakota State Brand Board AGENDA

August 12, 2026 - 11:00 a.m. MT
One Stop Building, 221 Mall Drive, Deerfield Room,
Rapid City, SD

Join Zoom Meeting

<https://state-sd.zoom.us/j/96393196538?pwd=IYW8YH0P9M6kbpbRlQjKghAyXUEDJ3.1>

Meeting ID: 963 9319 6538 Passcode: 165590

Call to Order

Adopt Agenda

Action Items:

- A. Minutes: May 13, 2026 and June 25, 2026
- B. Financial Report

Reports:

- A. Brand Enforcement
- B. Brand Inspections
- C. Director's Report

Open Comment

Registered Feedlot Application

Revenue Receipting Policy

Fiscal Year 2028 Budget

Schedule Next Board Meeting

Executive Session: SDCL 1-25-2 (1 & 3) personnel and legal

Adjourn:

This agenda is subject to change without prior notice.

Notice is further given that any individuals with disabilities who will require a reasonable accommodation to participate in the board meeting should submit a request to the SD Brand Board or 1-800-877-1113 (Telecommunication Relay Services for the Deaf). Please request the accommodations no later than **2 business days prior to the meeting** to ensure accommodations are available.

South Dakota Brand Board

Meeting Minutes

May 13, 2026

The South Dakota Brand Board met on May 13, 2026, in Rapid City, SD. Members present were Haven Stuck, Jake Longbrake, Jarrod Johnson, Kory Bierle and Ross Cuny. Brand Board staff and others present were Debbie Trapp, Bob Haivala, Amy Hatheway, Owen Olson, Cindy Longbrake, David Smith, Todd Hanson, Doris Lauing, Raydelle Sperle, Cheyenne Tant, Tom Costello, Jana Hunt, Bob Mercer.

Board Pres. Stuck called the meeting to order.

Motion by Johnson, to adopt agenda, second by Longbrake. Motion carried.

Motion by Longbrake to approve the Brand Board Regular Meeting Minutes dated January 22, 2026, second by Bierle. Motion carried.

Motion by Johnson to approve the Brand Board Special Meeting Minutes dated March 9, 2026, as amended, second by Cuny. Motion carried.

Director Trapp presented financial information as of April 30, 2026. Motion by Longbrake to approve the Financial Report as presented, second by Bierle. Motion carried.

Fund Balance:

- Brand Fund \$2,773,634.58
- Inspection Fund \$277,577.09
- Theft Prevention Fund – Restricted - Ownership to be established - \$334,641.54
Unrestricted – \$119,747.87

Year to Date Revenue/Expenses/Transfers:

- Brand Fund: Revenue - \$335,996. Expenses - \$338,347
Transferred Out to Inspection Fund - \$400,000
- Inspection Fund: Revenue - \$1,518,785, Expenses - \$1,880,773
Transferred In from Brand Fund \$400,000
- Theft Prevention Fund: Restricted – Received \$68,752; Paid Out \$28,273
Unrestricted – Received \$38,071; Expenses \$123

Brand Enforcement Report: Investigator Olson reported there were two shipper permit violations; Attended the Police Chiefs and Sheriffs Association Conference Brand Board session; Working on operations policy. Director Trapp presented Investigator Master's report on creating a Multi-State Joint Task Force - He had contacted neighboring states' Brand Departments and FBI – waiting to hear from two states – others were receptive. Attorney Haivala explained what it takes to get credentials, support from the Governor's office is needed and asked how expenses for a task force be covered. Task Force Strategy will need to be discussed further.

Brand Inspection Report: Director Trapp presented the Brand Inspection Report for

South Dakota Brand Board
Meeting Minutes
May 13, 2026

April 2026 as follows: Livestock Markets – 68,098 head, Locker Plants 554 head, Locals – 56,851 head, Lifetime Horse Permits –79 head, for a total of 125,582 head. Year to date inspections are 1,353,651 head, which ranks the 5th lowest out of the past five years.

Director Trapp reported the following: Attended the Western States Livestock Rural Enforcement conference –two of the speakers are from SD- Richard Shore, former USDA Investigator and former SD Brand Board Investigator and Make Varilek, Corson Co. Deputy. Inspection Supervisor Clair and I met with Motor Carrier regarding Joint Road Checks; Supervisor Clair joined Motor Carrier on road check set up at Blunt Junction; Monthly Average Brand Statistics January – April, 2026 - Brand Application = 45; Approved brands =35; Brand Transfers = 59. Interviewing for assistant accounting position.

Open Comment:

Doris Lauing commented on Governor's Directive report and financial reports.

Raydelle Sperle commented on combining Brand Fund and Inspection Fund into one fund.

Inspection Supervisor Clair informed the Board that Herreid Livestock had verbally requested to have their open market status cancelled rather than pay for net cost of having a brand inspector there but is undecided now. No action taken.

Inspection Supervisor Clair presented information on Hold BB 833. No action taken pending receipt of additional information.

Discussed Brand Inspector Salary Policy. No action taken.

Discussed Full time Livestock Investigator position. No action taken.

Board discussed ownership inspection fee amount and rules hearing process. Reviewed projected revenue calculations based on different per head amounts. Additional information to be reviewed at next meeting. No action taken.

Longbrake left the meeting at 1:50 pm.

Board Pres Stuck declared a recess at 1:50 pm and resumed the meeting at 2:03 pm.

Director Trapp explained the current internal control procedure for documenting payments received prior to receipting and depositing payments. Volume of payments received greatly increases during fall run and brand renewal years. Board Pres Stuck and Director Trapp to continue work on internal control cash/check processing and deposit policy to be presented at next Brand Board meeting.

Director Trapp reported on items discussed at the Brand Board session during the Police Chiefs and Sheriffs Association Conference.

South Dakota Brand Board
Meeting Minutes
May 13, 2026

Discussed meetings with surrounding States' Brand Departments – everyone facing common issues such as funding and enforcement.

Electronic Local Inspection Program was demonstrated by Inspection Supervisor Clair. Director Trapp explained how the programs operates, and projected equipment cost is \$950.00/inspector. Inspector training will start this summer.

Next Brand Board meeting is scheduled for August 18, 2026, at 11:00 am MT in Rapid City, SD.

Motion by Johnson to enter executive session pursuant to SDCL 1-25-2 (1) personnel and legal at 3:28 p.m. second by Cuny. Motion carried. Came out at 4:17 p.m.

As no other business came before the board, motion by Cuny to adjourn the meeting, second by Bierle. Motion carried.

Haven Stuck, Board President

Debbie Trapp, Executive Director

These minutes were filed for the record on _____.

South Dakota Brand Board
Special Meeting Minutes
June 25, 2026

The South Dakota Brand Board met on June 25, 2026, in Pierre, SD. Members present were Haven Stuck, Jake Longbrake, Kory Bierle and Ross Cuny. Jarrod Johnson joined the meeting remotely. Brand Board staff and others present in person or remotely were Debbie Trapp, Chelsea Wenzel, Amy Hatheway, Owen Olson, Adam Masters, David Smith, Doris Lauing, Raydelle Sperle, Cheyenne Tant, Tom Costello, Adam Buck.

Board Pres. Stuck called the meeting to order.

Motion by Longbrake to adopt agenda, second by Bierle. Motion carried.

Open Comment: Cheyenne Tant commented on the Brand Board's Revenue Processing Policy draft, Progress on Governor's Directive, Livestock ownership inspection per head fee. Doris Lauing extended invitation to SD Stockgrowers Convention, July 21, 2026.

Motion by Bierle to ask Mitten Software to contact Adam Buck, computer equipment representative, and provide computer specifications needed for electronic local inspection program, second by Cuny. Motion carried.

Motion by Bierle to release Holds BB 864 and BB 865 funds to Haakon County Clerk of Courts per SDCL 15-6-67c, second by Cuny. Motion carried.

Motion by Bierle, to adopt the first reading of the Brand Board's Revenue Processing Policy, seconded by Cuny. Motion by Bierle, to amend motion to include forming a working group to address the exceptions noted in the policy draft, seconded by Longbrake. Motion carried to accept original motion as amended. Pres. Stuck will name the two board members to the working group.

Enforcement authority of Brand Board Livestock Investigators was discussed. No action taken.

Motion by Cuny to request authorization to proceed with rulemaking to set livestock ownership inspection fee at \$1.45 per head, second by Johnson. Motion carried.

FY 26 Year End budget was reviewed. No action taken.

Pres. Stuck declared recess at 6:33 p.m. Pres. Stuck called the meeting back in session at 6:40 p.m.

Motion by Bierle, to enter executive session pursuant to SDCL 1-25-2 (1 & 3) personnel and legal at 6:54 p.m. second by Longbrake. Motion carried. Came out at 7:43 p.m.

South Dakota Brand Board
Special Meeting Minutes
June 25, 2026

As no other business came before the board, motion by Cuny to adjourn the meeting, second by Johnson. Motion carried.

Haven Stuck, Board President

Debbie Trapp, Executive Director

These minutes were filed for the record on _____.

Unapproved

South Dakota Brand Board

July 31, 2026

	Balance
Brand Fund	\$ 2,694,729.81
Inspection Fund	\$ (791.27)
Theft Prevention Fund	
Ownership to be established	\$ 354,128.65
Unrestricted	\$ 119,655.96
TOTAL	<u><u>\$ 3,167,723.15</u></u>

*INSPECTION FUND - Funds Transferred In

Fiscal Year 2026	\$400,000 from Brand Fund
Fiscal Year 2025	\$500,000 from Brand Fund
Fiscal Year 2025 & FY 2024	\$150,000 from Theft Prevention Fund

SD BRAND INSPECTION REPORT
Current and Previous Fiscal Year
August 11, 2026

FY2027

MONTH	LIVESTOCK MARKETS	LOCKERS	LOCAL INSPECTIONS	HORSE LIFETIME PERMITS	TOTAL INSPECTED	HOLDS
July - 26	54,701	307	38,990	163	94,161	1,772
August - 26	-	-	-	-	-	-
September - 26	-	-	-	-	-	-
October - 26	-	-	-	-	-	-
November - 26	-	-	-	-	-	-
December - 26	-	-	-	-	-	-
January - 27	-	-	-	-	-	-
February - 27	-	-	-	-	-	-
March - 27	-	-	-	-	-	-
April - 27	-	-	-	-	-	-
May - 27	-	-	-	-	-	-
June - 27	-	-	-	-	-	-
TOTALS	54,701	307	38,990	163	94,161	1,772

FY2026

MONTH	LIVESTOCK MARKETS	LOCKERS	LOCAL INSPECTIONS	HORSE LIFETIME PERMITS	TOTAL INSPECTED	HOLDS
July - 25	55,116	507	22,928	91	78,642	2,229
August - 25	19,505	316	21,182	96	41,099	337
September - 25	28,694	170	15,252	165	44,281	1,148
October - 25	35,875	470	38,783	127	75,255	475
November - 25	219,674	216	82,895	35	302,820	389
December - 25	181,623	321	133,686	52	315,682	2,183
January - 26	82,202	549	40,432	44	123,227	727
February - 26	96,318	381	39,353	9	136,061	1,421
March - 26	81,620	443	28,893	46	111,002	503
April - 26	68,098	554	56,851	79	125,582	1,192
May - 26	59,263	428	24,023	53	83,767	2,817
June - 26	57,698	485	52,714	118	111,015	2,129
TOTALS	985,686	4,840	556,992	915	1,548,433	15,550

SD Brand Inspection Report
Inspection History and Averages
August 11, 2026

Year to Date Comparison

	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Average
JULY	99,088	78,546	82,626	78,642	94,161	86,613
AUGUST						-
SEPTEMBER						-
OCTOBER						-
NOVEMBER						-
DECEMBER						-
JANUARY						-
FEBRUARY						-
MARCH						-
APRIL						-
MAY						-
JUNE						-
Total	99,088	78,546	82,626	78,642	94,161	86,613

Registered Feedlot Information

To apply for designation as a registered feedlot you obtain a form from the Brand Board office in Pierre. Fill out the form and return to the office. Within 30 days of receipt of the application, the Board will determine if the feedlot is approved for registration.

REQUIREMENTS TO BECOME A REGISTERED FEEDLOT

1. The feedlot must be permanently fenced drylot within the ownership inspection area.
2. The feedlot must feed cattle to finish for slaughter.
3. The feedlot must brand all cattle carrying mixed brands, held under common ownership, with a registered brand or a feedlot assigned brand approved by the Brand Board.

The registered feedlot permit may be renewed annually.

All cattle being placed into the feedlot are subject to inspection.

Cattle sold or shipped from a registered feedlot for purposes other than direct slaughter shall be inspected for brands and the inspection fee must be paid.

Cattle shipped from a registered feedlot for slaughter are not subject to inspection at the feedlot or slaughter facility.

Before cattle are shipped to slaughter the feedlot shall obtain a shipper's permit which shows:

1. the feedlot operator's name
2. owner of cattle
3. date the cattle are to be shipped
4. destination
5. agency receiving the cattle
6. number of head in the shipment
7. sex
8. brands

When the shipper's permit is obtained, one copy shall be sent with the shipment. The second copy shall be sent into our office, and the third copy shall be retained by the feedlot.

If a copy of the shipper's permit is not accompanying the shipment of cattle, all cattle in that shipment are subject to ownership inspection and inspection fees shall be charged.

A registered feedlot is subject to inspection at any reasonable time at the discretion of the Board. The feedlot shall show all cattle, inventory records, and inspection certificates to cover all cattle in the feedlot.

The Board may suspend or revoke a registered feedlot permit if it determines that:

1. The owner/manager of the facility fails to comply with the requirements of SDCL 40-20-32;
2. The owner/manager fails to obtain an ownership inspection of livestock that leave the facility for purposes other than direct slaughter;
3. The owner/manager fails to obtain a permit for cattle leaving the feedlot for slaughter as required by SDCL 40-20-35;
4. The owner/manager fails to maintain inventory records and inspection certificates or refuses to allow an inspection of such records as required by SDCL 40-20-36;
5. The owner/manager violates any livestock ownership inspection laws in SDCL chapter 40-21.

State of South Dakota
STATE BRAND BOARD – 430 W Sioux Ave. – Pierre, SD 57501-4503

**APPLICATION FOR
REGISTERED FEEDLOT**

Patrick Maher / Maher Cattle Company
Name

24711 130th Street
Address

Corson
County

~~10000~~ 80 Acres
Size of lot (acres)

10,000
Approximate number of head fed annually

In accordance with SDCL 40-20-32 through SDCL 40-20-36 and rules of the State Brand Board, I hereby request the facilities named above be designated as a Registered Feedlot. I certify that the feedlot is a permanently fenced drylot commonly used to feed cattle to a finish weight and grade for slaughter.

I further agree that an agent of the State Brand Board may inspect the facilities at any reasonable time for the purpose of determining its qualifications as required under law.

I hereby agree to abide by the laws of South Dakota and Administrative Rules of the State Brand Board. This permit when approved, is valid for one year from date of issue, with the option to renew.

Patrick Maher
Signature of Owner/Manager

August 7, 2026
Date

I inspected the Feedlot listed above on August 7, 2026, and

Have determined it does ☐, does not ☐ meet the requirements as set forth in SDCL 40-20-32.

☐ Approved

☐ Denied

Math Clair
Brand Inspector Supervisor

President – State Brand Board

Date

SD BRAND BOARD REVENUE PROCESSING POLICY

- Maintain segregation of duties so one individual does not handle a transaction from inception to completion. Segregating the roles involved with receipting, recording, depositing, and reconciling functions.
- Revenue to be processed and deposited promptly. Staff members will receive the mail, open it, and enter all revenue received in the Daily Revenue Collection Report. Revenue from walk-ins will also be logged in the Daily Revenue Collection Report.
- This report will show the date received, check date, name of the person or company submitting the payment, amount of the payment, revenue type associated with the payment.
- All checks to be endorsed "SD Brand Board For Deposit Only" immediately upon receipt.
- Staff will balance the Daily Revenue Collection Report, give a copy of the report and revenue to fiscal staff to prepare deposit.
- Revenue to be deposited with the SD Treasurer or Local bank account in a timely manner as required by ARSD 06:03:01:01.
- Payment overages will be deposited. Documentation must be provided and a refund will be paid to remitter.
- Brand Program and Inspection Program Revenue will be receipted by program staff respectively from data on the Daily Revenue Collection report.

Exceptions:

Brand Renewal Revenue

Inspection Revenue during Fall Run

- When the Brand Board Office is faced with seasonal increases in revenue volume.....
 - Process revenue as best as possible with resources available.
- Revenue payments for less than owed.....
 - Deposit check and bill for the remaining amount
 - Return incorrect payment

*Based on the fee amounts provided by BFM (Bureau of Finance and Management) interest revenue lost by combining daily deposits did not exceed the cost to process cash receipt vouchers.

BRAND BOARD FY 28 PROPOSED BUDGET

Expense Items	FY 26 Actuals	FY 27 Budget	Increase/ Decrease	Proposed FY 28 Budget
F-T EMP SAL & WAGES	\$ 900,006	\$ 1,166,591		\$ 1,166,591
P-T/TEMP EMP SAL & WAGES	\$ 777,200	\$ 845,837		\$ 845,837
BOARD & COMM MBRS FEES	\$ 6,972	\$ 9,290		\$ 9,290
OASI-EMPLOYER'S SHARE	\$ 125,455	\$ 150,730		\$ 150,730
RETIREMENT-ER SHARE	\$ 54,371	\$ 71,534		\$ 71,534
HEALTH INSURANCE-ER SHARE	\$ 236,406	\$ 276,588		\$ 276,588
WORKER'S COMPENSATION	\$ 6,541	\$ 9,254		\$ 9,254
UNEMPLOYMENT COMPENSATION	\$ 782	\$ 2,140		\$ 2,140
AUTO-STATE OWNED-IN STATE	\$ 7,365	\$ 24,700		\$ 24,700
AUTO PRIV (IN-ST.) L/RTE	\$ 132	\$ 600		\$ 600
AUTO-PRIV (IN-ST.) H/RTE	\$ 210,076	\$ 231,259	\$ (20,400.00)	\$ 210,859
LODGING/IN-STATE	\$ 2,161	\$ 7,079		\$ 7,079
MEALS/TAXABLE/IN-STATE	\$ 35,942	\$ 35,000		\$ 35,000
NON-TAXABLE MEALS/IN-ST	\$ 88	\$ 2,750		\$ 2,750
AUTO-PRIV.(OUT-STATE) L/R	\$ -	\$ 600		\$ 600
AIR-COMM-OUT-OF-STATE	\$ 736	\$ 3,200		\$ 3,200
OTHER-PUBLIC-OUT-OF-STATE	\$ -	\$ 100		\$ 100
LODGING/OUT-STATE	\$ 1,909	\$ 2,850		\$ 2,850
INCIDENTALS-OUT-OF-STATE	\$ 180	\$ 800		\$ 800
MEALS/TAXABLE/OUT-ST	\$ -	\$ 500		\$ 500
NON-TAXABLE MEALS/OUT-ST	\$ 516	\$ 1,100		\$ 1,100
SUBSCRIPTIONS	\$ -	\$ 160		\$ 160
DUES & MEMBERSHIP FEES	\$ 255	\$ 400		\$ 400
ACCOUNTING CONSULTANT	\$ 2,475	\$ -		\$ -
COMPUTER CONSULTANT	\$ 26,800	\$ 22,975		\$ 22,975
OTHER CONSULTING	\$ 938	\$ -		\$ -
WORKSHOP REGISTRATION FEE	\$ 912	\$ 3,250		\$ 3,250
COMPUTER SERVICES-STATE	\$ 67,115	\$ 48,358		\$ 48,358
CENTRAL SERVICES	\$ 92,889	\$ 105,607		\$ 105,607
EQUIPMENT SERV & MAINT	\$ -	\$ 1,400		\$ 1,400
JANITORIAL & MAINT SERV	\$ 601	\$ 6,182		\$ 6,182
LIVESTOCK TESTING	\$ -	\$ 150		\$ 150
ADVERTISING-NEWSPAPER	\$ -	\$ 1,100		\$ 1,100
EQUIPMENT RENTAL	\$ 1,599	\$ 1,500		\$ 1,500
MICROFILM & PHOTOGRAPHY	\$ 8,098	\$ 400		\$ 400
RENTS-PRIVATE OWNED PROP.	\$ 41,000	\$ 30,000	\$ 20,400.00	\$ 50,400
TELECOMMUNICATIONS SRVCS	\$ 9,243	\$ 8,450		\$ 8,450
ELECTRICITY	\$ 1,859	\$ 2,400		\$ 2,400

GARBAGE & SEWER	\$	1,195	\$	900	\$	900
WATER	\$	672	\$	600	\$	600
HEAT-CONTRACTED	\$	805	\$	1,550	\$	1,550
INS PREMIUMS & SURETY BDS	\$	7,626	\$	9,500	\$	9,500
FOOD SERVICES	\$	-	\$	950	\$	950
BANK FEES AND CHARGES	\$	2,180	\$	2,500	\$	2,500
OTHER CONTRACTUAL SERVICE	\$	5,604	\$	750	\$	750
OFFICE SUPPLIES	\$	8,697	\$	8,125	\$	8,125
MAINT & JANITORIAL SUPPL	\$	360	\$	400	\$	400
POLICE & SECURITY SUPPL.	\$	-	\$	2,500	\$	2,500
PRINTING-STATE	\$	7,710	\$	11,000	\$	11,000
PRINTING-COMMERCIAL	\$	28,952	\$	13,500	\$	13,500
MICROFILM SUPP & MATERIAL	\$	-	\$	200	\$	200
POSTAGE	\$	14,481	\$	20,700	\$	20,700
ANIMAL CARE SUPPLIES	\$	-	\$	500	\$	500
FINISHED SIGNS & DECALS	\$	1,485	\$	250	\$	250
SAFETY DEVICES	\$	-	\$	100	\$	100
OPERATING & MAINT SUPPL.	\$	87	\$	1,000	\$	1,000
OFFICE MACHINES	\$	-	\$	1,500	\$	1,500
OFFICE FURN & FIXTURES	\$	-	\$	500	\$	500
TELEPHONE EQUIPMENT	\$	-	\$	750	\$	750
AUDIO-VISUAL EQUIP	\$	-	\$	200	\$	200
POLICE & SECURITY EQUIP	\$	-	\$	5,000	\$	5,000
INSPECTION EQUIPMENT	\$	-	\$	6,000	\$	6,000
COMPUTER HARDWARE	\$	10,708	\$	10,500	\$	10,500
COMPUTER SOFTWARE	\$	-	\$	6,000	\$	6,000
OTHER	\$	-	\$	600	\$	600
SALES TAX PAYMENTS	\$	82	\$	250	\$	250
REFUND OF PRIOR YRS REV	\$	4,080	\$	-	\$	-
TOTAL	\$	2,715,346	\$	3,181,159	\$	3,181,159