

South Dakota Brand Board

Meeting Minutes

October 08, 2025

The South Dakota Brand Board meet on October 8, 2025, in Rapid City, SD. Members present were Scott Vance, Lyle Spring, Haven Stuck, and Jake Longbrake. Member Jarrod Johnson was absent. Brand Board staff and others present were Debbie Trapp, Matt Clair, Bob Haivala, Cindy Longbrake, Tom Costello, and Doris Lauing.

Pres. Vance called the meeting to order.

Motion by Stuck to adopt agenda, second by Spring. Motion carried.

Motion by Longbrake to adopt the Regular Brand Board Meeting Minutes of the August 14, 2025 meeting, second by Stuck. Motion carried.

Director Trapp presented financial information as of September 30, 2025. Motion by Spring to approve the Financial Report as presented, second by Longbrake. Motion carried.

Fund Balance:

- Brand Fund \$3,132,346.20.
- Inspection Fund \$160,861.32.
- Theft Prevention Fund – Restricted - Ownership to be established - \$298,605.09.
Unrestricted – \$97,188.80.

Year to Date Revenue/Expenses/Transfers:

- Brand Fund: Revenue - \$156,639, Expenses - \$104,359
Transferred Out to Inspection Fund - \$150,000
- Inspection Fund: Revenue - \$288,446, Expenses - \$470,999
Transferred In from Brand Fund \$150,000
Expenses: Personnel - \$375,191
Travel - \$39,638
Contractual Services - \$45,512
Supplies and Materials - \$10,659
- Theft Prevention Fund: Restricted – Received \$8,077; Paid Out \$26,236
Unrestricted – Received \$15,469; Expenses \$79.

Brand Enforcement Report: Director Trapp gave a brief report – Investigator Masters has attempted to contact an individual who had requested assistance on a civil matter from cattle missing in 2021.

Brand Inspection Report: Director Trapp presented the Brand Inspection Report for September 2025 as follows: Livestock Markets – 28,694 head, Locker Plants 170 head, Locals – 15,252 head, Lifetime Horse Permits – 165 head, for a total of 44,281 head. Year to date inspections are 164,022 head which ranks the lowest out of the past five years. Noted correction to the average column on the Year-to-Date Comparison – 5-year totals were incorrectly divided by 7 years rather than 5 years.

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Director Trapp reported the following: Mileage rate has increased to \$0.70/ mile as of October 1, 2025. Per statute, the mileage rate is the higher of the state rate or federal rate; At recent trainings, brand inspectors have asked if a higher rate can be charged for inspecting livestock that have multiple brands or are owned on paper (purchased cattle that have not been rebranded)/ they also asked about individuals registering their SD brand in neighboring states; Have received numerous phone calls, many are civil issues; Spoke with Mitten Software – printers for the electronic inspection program will be around \$350.00 each. Mitten Software to provide recommendation on laptops.

Open Comment: Pres. Vance stated the Ad Hoc meeting schedule as follows: October 9, 2025 in Pierre and October 15, 2025 in Rapid City. No other comments were noted.

Brand Inspection Supervisor Clair presented information on individual holds where ownership had not been established in 12 months for date of sale: BB 514 Winner Livestock – 1 Black Cow - \$595.04; BB 518 Winner Livestock – 1 Older Black Cow - \$844.29; BB 566 St. Onge Livestock – 4 Cows - \$2011.83; BB 601 – Ft. Pierre Livestock – One Black Cow - \$629.88; BB 624 Ft. Pierre Livestock – One Yrlg Brockel Faced Heifer - \$1,131.44; BB 625 Ft. Pierre Livestock - 1 Black White Face Cow - \$867.65; BB 654 Ft. Pierre Livestock – 1 Black Cow - \$1,191.71; BB 661 Burke Livestock – One Black Cow - \$1,060.93; BB 668 Presho Livestock – One Hereford Cow - \$1,298.62; BB 669 Presho Livestock – One Gelding - \$220.97. Motion by Spring, to transfer funds as presented from Restricted to Unrestricted in the Theft Prevention Fund, second by Stuck. Motion carried.

Director Trapp presented information on two character brands that had previously been registered to Charles Dancey, Certificate # 26787 and #31541. These had cancelled in 2010 for non-renewal. Mr. Dancey's grandson would like to register the cancelled character brands.. After discussion, Director Trapp to advise Mr. Dancey's grandson to make a formal application for the cancelled brands to be reviewed at next Brand Board meeting.

Director Trapp reported three vendors were contacted for estimates to print the 2025 Brand Book. Two of the three vendors have submitted estimates.

Discussed the need to update the Brand Board webpage. Director Trapp stated she is working with Bureau of Information and Technology for the upgrade.

Legislation for a travel permit, to be used by bull breeders, was discussed. Bull Breeders would apply for an annual permit. Their bulls would need to have two forms of identification, and they would be inspected. The permit would be valid for 120 days from date of issue to ship the bulls from the livestock ownership inspection area without another inspection.

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Discussed Salary Policy for Part-time and Local Inspectors. Currently, part-time inspectors receive a day rate, and local inspectors are paid a per head rate. Director Trapp to prepare draft policy and present at next board meeting.

Next Brand Board meeting is scheduled for December 10, 2025, at 11:00 am MT in Rapid City, SD.

Pres. Vance declared a 10-minute recess at 1:24 p.m.

Pres Vance declared the meeting back in session at 1:34 p.m.

Motion by Spring to enter executive session pursuant to SDCL 1-25-2 (1 & 3) personnel and legal at 1:34 p.m. second by Vance. Motion carried. Came out at 2:38 p.m.

Motion by Longbrake to accept (Pierre) Isaac Cadet's resignation, effective October 1, 2025, second by Vance. Motion carried.

As no other business came before the board, Pres. Vance declared the meeting adjourned.

Scott Vance, President

Debbie Trapp, Executive Director

These minutes were filed for the record on _____.