

**NWB Meeting
April 29, 2021
Via Teleconference – Zoom
7:00 PM – 10:00 PM CDT
MINUTES**

Board Members Present:

- Bob Delsing, Chair, District 1
- Mark Knobel, Vice Chair, District 6
- Tyson Narjes, District 2
- Rick Dunbar, District 7
- Larry Flohr, District 3
- Kent Lorens, District 4

Others Present:

- Royce Schaneman, Executive Director
- Sarah Ahrens, Ag Promotion Coordinator
- Mike Boehm, UNL IANR Vice Chancellor
- Chabella Guzman, KNEB
- Ashley Bonebright, NDA
- Jeff Noel, Husker Genetics
- Hector Santiago, UNL
- Stan Garbacz, UNL
- Patty Richard, NDA
- Amy Hadachek, Midwest Messenger
- Steve Wellman, NDA Director of Agriculture
- Katherine Frels, UNL Small Grains Breeder

Bob called the meeting to order at 7:01 PM CDT.

Proceedings

- The Open Meetings Book is present
- Roll call was taken and area crop reports were shared. Von Johnson, District 5, was not present at the meeting. Guests were introduced and welcomed to the meeting.

Review of Agenda

- There will be discussions about the purchasing cards added under the “Wheat Board Issues” section. **Mark moved to approve the agenda with the corrections brought forth; Tyson seconded. Voice vote, motion carried.**

Approval of Minutes

- **Tyson moved to approve the minutes as presented; Rick seconded. Voice vote, motion carried.**

Check-off Compliance Reports

- **NONE**

Financial Reports

- **Larry moved to accept the financial reports; Kent seconded. Roll call vote: Tyson, Yes; Larry, Yes; Kent, Yes; Mark, Yes; Rick, Yes; Bob, Yes. Motion carried.**
- The original contract signed with Washington Genetics was set for \$2,000 and the limit was reached. The Variety Development & Research Committee is still working and would like to continue to use their consulting services. The proposal increases the contract amount \$1,500 so the total contracted amount would equal \$3,500. **Mark moved to adopt the resolution to increase the contract funding for Washington Genetics from \$2,000 to \$3,500; Kent seconded. Roll call vote: Rick, Yes; Mark, Yes; Larry, Yes; Tyson, Yes; Kent, Yes; Bob, Yes. Motion carried.**
- Purchasing card discussion. The state has moved to a per diem reimbursement system compared to a receipt reimbursement. Royce currently has a purchasing card and Sarah is in the process of obtaining one. The purchasing cards can be used for flights, hotel rooms and group meals. A personal card needs to be used for any single meals and then claimed for per diem reimbursement. The board will not be getting their own cards, just the staff.
- The current income for the Nebraska Wheat Board in April is \$63,862.

Domestic & International Marketing

- Wheat Marketing Center. Rick was assigned to the Human Relations Committee and attended a virtual meeting in March. The WMC added a new food scientist from Kansas to the staff. A regular board meeting was hosted later that month and was attended virtually.
- Wheat Foods Council. The WFC reached over 6 million views on the videos produced over the course of the pandemic. The summer meeting is scheduled for July 29, 2021 and will be held virtually. The annual meeting is being scheduled for the week of January 17, 2022 in Charleston, SC.
- Plains Grains, Inc. Larry will attend the upcoming meeting in Denver, CO on May 7, 2021 in person and Royce will join virtually. Grain sampling from harvest will begin in the upcoming weeks as Texas has begun harvest. Nebraska is pulling together data from the PGI states to create maps, and in return will get free maps printed.
- Wheat Quality Council. The tour will be held May 17-20 and Sarah will be attending.
- U.S. Wheat Associates. Food Aid met with both the House and Senate Ag Committees to discuss current issues. The Dallas, TX Winter Conference conversation revolved around who is allowed to vote on the Board of Directors. More discussion will take place at the June meeting in Nashville, TN.

First Reading of Funding Proposals

- **Larry moved to move the first reading of these funding proposals to the second round; Kent seconded. Voice vote, motion carried.**
- **Tyson moved to move \$1,000 from unobligated to fund the MASDA sponsorship; Rick seconded. Roll call vote: Kent, Yes; Larry, Yes; Mark, Yes; Rick, Yes; Tyson, Yes; Bob, Yes. Motion carried.**

Nebraska Wheat Board Issues

- Travel policy. **Mark moved to approve the travel policy with the wording "reimbursement" to be changed to "per diem" and "\$100" to be changed to "\$200"; Larry seconded. Voice vote, motion carried.**
- *Find policy attached at the end of the minutes

Variety Development & Release Committee

- UNL and the Variety Development & Release Committee will try and meet prior to the June 9, 2021 NWB Meeting to go over the proposed business model.
- NE15420, the variety the NWB exercised its Right of First Refusal on, has been named by Katherine Frels and Stephen Baenziger. It is officially named EPOCH.

UNL Updates

- Dr. Katherine Frels thanks the Board for their support in getting her hired. She will be attending all the upcoming field days to meet the producers and talk about the varieties.

Nebraska Wheat Board Issues Cont.

- Funding UNL Contracts. **Mark moved to release the funding to fulfill the UNL research contracts for FY 20-21 at a total cost of \$223,500. Tyson seconded. Roll call: Rick, Yes; Mark, Yes; Tyson, Yes; Kent, Yes; Larry, Yes; Bob, Yes. Motion carried.**
- NWB Audit Process. The accounting department has been providing documents and working with Royce throughout the process. The audit will continue through the end of May 2021
- Potential Office Move. The NWB is being asked to move their office location from the downtown State Office Building out to a new privately developed rental space in Fallbrook in northwest Lincoln. The rent would increase from \$11.70 per square foot to \$17.50 so the NWB has reduced the office footprint from 1,500 square feet to 875 square feet. Estimated annual rent would increase from \$13,000 to \$33,000 a year. There are also additional fees and moving expenses. The projected move date is October-November 2021.
- Pea & Lentil Board. There are candidates for all districts, appointments just need to be made by the Governor. There is a tentative plan to hold their first meeting on June 10, 2021 in Sidney, NE.
- Board Openings. Kent's position is open this year, but he is reapplying. Von's position has had a candidate submit an application.
- Summer Meeting Participation. The USW Summer Meeting will take place from June 29, 2021 – July 1, 2021 in Nashville, TN. Bob and Tyson will attend representing the Board and Royce and Sarah will attend as staff.
- Check-off Increase. An increase from .004% to .005% collected would likely provide an extra \$150,000 in funding. **Larry moved to pursue the rules and regulations process to increase the NWB checkoff from .004% to .005% of the value of wheat sold; Tyson seconded. Roll call: Larry, Yes; Kent, Yes; Rick, Yes; Mark, Yes; Tyson, Yes; Bob, Yes. Motion carried.**

Calendar & Travel

- Larry will be at the PGI meeting in person. Royce will participate virtually.
- Royce, Sarah, Bob and Tyson will attend the summer meeting in Nashville, TN.
- High Plains Ag Lab: <https://extension.unl.edu/statewide/panhandle/panhandle-perspectives-high-plains-ag-lab-is-50-years-old/>
- The Governor's Supper on June 21, 2021 will be attended by Mark.
- **Tyson moved to approve the calendar and travel; Larry seconded. Voice vote, motion carried.**

Bob adjourned the meeting at 10:01 PM CDT.

Travel Expenses - (approved 4/29 /21, minutes)

- The Per Diem section also applies to travel expense guidelines.
- Meals and lodging requirements shall reference AS guidelines, except for locations specified by the I.R.S. which are eligible for additional allowances, and for which supporting documentation can be provided.
 - For same-day activities, meals are per diem for conferences, board meetings, and other activities in which lunch is made a part of the agenda. Meals are not reimbursable for normal day-to-day activities.
 - Breakfast is per diem if you leave at or before 6:30 a.m.
 - Lunch is per diem if you leave at or before 11 :00 a.m., or return at or after 2:00 p.m., only when there is an approved agenda which includes lunch as part of the entire program.
 - Dinner is per diem if you return at or after 7:00 p.m.

The I.R.S. has taken the position that per diem reimbursement for meal expenses incurred on one-day travel is taxable income to the employee, unless such reimbursements are deemed "occasional." If reimbursements for meals for one-day travel exceed \$200 per employee in any one year (December 1 through November 30), the total amount of such reimbursements will be considered taxable income.

NWB Calendar & Travel Items

April 2021

- **April 1** – Commodity Board Round Table with Mike Boehm, Lincoln, NE – Royce
- **April 6** – BNSF Ag Prod Summit 9:30a (*Virtual*) - Royce
- **April 6** – Vietnam / Nebr Dept of Ag 8:00p – *Virtual* - Royce
- **April 7-9** – State FFA Convention (*Virtual*)
- **April 7** – Mexico Embassy Briefing with Gov. Ricketts 11:45a (*Virtual*) - Royce
- **April 8** - Nebraska Farm Bureau Legislative Ag Breakfast 7:30a (*Virtual*) – Royce
- **April 15** – Audit Entrance Conference 1:30p - Royce
- **April 29** - Nebraska Farm Bureau Legislative Ag Breakfast 7:30a (*Virtual*) – Royce
- **April 29** – Nebraska Department of Education CTE Panel 2:00p-4:00p (*Virtual*) – Sarah
- **April 30** – Retirement reception for S. Baenziger 10:00-11:30 (*Virtual*) – Royce, Sarah
- **Apr 30** – Arbor Day – State Offices Closed

May 2021

- **May 7** – PGI Meeting 11:00-3:00 Mountain Time (*Virtual*), Denver – Royce and Larry
- **May 17-20** – Wheat Quality Council Hard Red Winter Wheat Tour, Manhattan, KS – Sarah
- **May 20** - Nebraska Farm Bureau Legislative Ag Breakfast 7:30a (*Virtual*) – Royce
- **May 25** – Making the Connection: An Ag Literacy Conference, Kearney, NE - Sarah
- **May 31** – Memorial Day – State Offices Closed

June 2021

- ~~**June 7-9** – USW Summer Board Meeting, Bend, OR~~
- **June 8** – Field Day, Knobel Farm 6:30p CDT, Fairbury, NE
- **June 9** – Nebraska Wheat Board Meeting, Sidney, NE
- **June 10** – Pea and Lentil Meeting, Sidney, NE
- **June 14** – Field Day, Stumpf Farm 10:00a MDT, Grant, NE
- **June 14** – Field Day, Peters Seed Farm 5:00p CDT, McCook, NE
- **June 15** –Field Day, HPAL Pea Variety Tour 3:00p MDT, Sidney, NE
- **June 15** –Field Day, HPAL Wheat Tour 4:00p MDT, Sidney, NE
- **June 15** – Field Day, HPAL Anniversary Celebration Supper 6:30p MDT, Sidney, NE
- **June 16** – Field Day, Wyatt Farm 10:00a MDT, Banner County, NE
- **June 16** – Field Day, Cullan Farm Seed 3:00p MDT, Hemingford, NE
- **June 17** – Field Day, V&F Farms 10:00a MDT, Chappell, NE
- **June 28-July 2** – USW Summer Meeting, SDiego, Nash or Annapolis – Royce, Sarah

July 2021

- **July 4** – Independence Day – State Offices Closed
- **July 29** – Wheat Foods Council Summer Meeting (*Virtual*) - Sarah

August 2021

- **TBD** – Governor’s Trade Mission to Ireland, U.K. & Europe
- **August 3-4** – NE Ag and Econ Development Summit, Kearney – Royce, Sarah
- **August 10** – Flohr Field Day, Chappel - Sarah
- **August 10** – Kriesel Field Day, Gurley - Sarah
- **August 11** – Cullan Field Day, Hemingford – Sarah

September 2021

- **Sep 6 – Labor Day – State Offices Closed**
- **TBD** – Governor’s Trade Mission to Canada

October 2021

- **October 6-7** – State Wheat Commission Execs Meeting, Portland OR - Royce
- **Oct 11 – Columbus Day – State Offices Closed**
- **October 28** – WMC Fall Board Meeting, Location TBD

November 2021

- **Nov 11 – Veterans Day – State Offices Closed**
- **Nov 25 – Thanksgiving – State Offices Closed**
- **Nov 26 – Day after Thanksgiving – State Offices Closed**

December 2021

- **Dec 24 – Christmas Day (observed) – State Offices Closed**
- **Dec 31 – New Year’s Day (observed) – State Offices Closed**

January 2020

- **Jan 10-14** – USW/NAWG Joint Winter Meeting, Washington, D.C. – Royce
- **Jan 17-20** – Wheat Foods Council Annual Meeting, Charleston, SC - Sarah