



# Board of Livestock Meeting

## Agenda Request Form

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                                                 |                                                 |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------|-------------------------------------------------|
| From:<br><b>Mike Spatz</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Division/Program:<br><b>New Business-Executive Officer<br/>Updates to Board</b> | Meeting Date:<br><b>12/17/2025</b>              |
| <b><u>Agenda Item:</u>      Human Resources Updates</b>                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                                 |                                                 |
| Background Info: <ul style="list-style-type: none"><li>• Staff Openings and Recruitment Updates</li><li>• Requests to Hire<ul style="list-style-type: none"><li>--Microbiologist – Bozeman Lab</li><li>--Administrative Specialist – Animal Health Meat, Milk &amp; Egg Bureau</li><li>--IT Support – Level 2 – Central Services Division</li></ul></li><li>• General Updates<ul style="list-style-type: none"><li>--Reminder: Year-End Employee Performance Evaluations</li></ul></li></ul> |                                                                                 |                                                 |
| Recommendation: n/a                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                 |                                                 |
| Time needed: 30 min                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Attachments:                                                                    | Yes X   No   Board vote required:   Yes   No X- |
| <b><u>Agenda Item:</u></b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                                 |                                                 |
| Background Info:                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                 |                                                 |
| Recommendation:                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                                                 |                                                 |
| Time needed:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Attachments:                                                                    | Yes   No   Board vote required:   Yes   No      |
| <b><u>Agenda Item:</u></b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                                 |                                                 |
| Background Info:                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                 |                                                 |
| Recommendation:                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                                                 |                                                 |
| Time needed:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Attachments:                                                                    | Yes   No   Board vote required?   Yes   No      |
| <b><u>Agenda Item:</u></b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                                 |                                                 |
| Background Info:                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                 |                                                 |
| Recommendation:                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                                                 |                                                 |
| Time needed:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Attachments:                                                                    | Yes   No   Board vote required   Yes   No       |



## DOL Board Meeting December 17, 2025

### Human Resource Update:

- **Staff Openings, Recruitment**
- **Requests to Hire:**
  - ❖ *Microbiologist- Bozeman Lab*
  - ❖ *Administrative Specialist- Animal Health Meat, Milk and Egg Bureau*
  - ❖ *IT Support – Level 2 – Central Services Division*
- **General Updates:** Reminder: Year- End Employee Performance Evaluations

# Staff Openings and Recruitment



DOL is actively recruiting  
for 4 positions:



Veterinary Microbiologist- Section  
Head

Livestock Market Inspector- Billings

Livestock Market Inspector- Part-  
Time- Glendive, MT

Livestock Market Inspector- Part-  
Time- Sidney, MT

## ➤ OVERVIEW- OCT. 29, 2025,-DEC. 17, 2025

- ✓ DOL had **2** new hires and **1** internal promotion since the last board meeting. (*Animal Health –Meat Inspection Sup. / Sanitarian Supervisor and Brands- Market Inspector*)
- ✓ DOL has had **2** vacated positions (*Animal Health- Microbiologist/ CSD- IT Support*).
- ✓ The Department has **(2)** notices of future resignations at this time. (*Brands- Market Supervisor and District Investigator*)

# Staffing/ Position Highlights



## ANIMAL HEALTH

### DIVISION

- **Daniel Sclavi-** has joined the Department as the Meat Inspection Supervisor in the Southeast area. Daniel joined the department on Nov. 15, 2025
- **Job Greenall-** Was promoted to the Sanitarian Supervisor position in the Meat, Milk and Egg Bureau. His first day in the new role was Dec. 15<sup>th</sup>.
- **Animal Health Positions to Fill:** Continues to recruit for the Veterinarian Microbiologist – Section Head position in the Lab. Will need to fill a Sanitarian position.

## BRANDS DIVISION

- **Wyatt Gaskins-** Joined the Miles City Brands Team as a Market Inspector. Wyatt started with the Department on November 24<sup>th</sup>.

**Brands Positions to fill:** Will be recruiting for a Market Supervisor in Ramsey and Investigator for District 11 as well as Market Inspector positions in Eastern Montana Markets.





# Requests to Hire

## CENTRAL SERVICES DIVISION

1. Request to hire an IT Systems Support- Level 2 Position.
  - Replace the currently vacated IT Support – Level 1 position.
  - Need is for higher level IT Work along with front line support.
  - Pay range is estimated from \$63K Annually to \$73K annually.

## ANIMAL HEALTH DIVISION

1. Request to hire a Microbiologist position in the Bozeman Lab.
  - This position would fill a vacated position currently classified as a 'Program Manager'.
  - Requested due to work load needs.
  - Pay is \$59,363.20 Annually
  - 43% savings in wages(Program Manager-\$105,618.00/Annually)
2. Request to hire an Administrative Specialist Position within the Meat, Milk and Egg Bureau.
  - This would be an internal only recruitment filling a currently vacated position (No Increase to FTE Count).
  - Requested due to work needs within the Bureau.
  - Would be similar to vacated position, however classified correctly.
  - Market range for position is \$46k to \$58K annually.

# Reminder: Year End Performance Evaluations



❖ **2025 Year-End Annual Performance Evaluation** process started Nov. 1, 2025 ends Jan. 31, 2026

**-It is expected that all Department of Livestock employees participate in the annual evaluation process.**

- ✓ **95% of employees have completed their self evaluations.**
- ✓ **10% of Managers have completed an evaluation of their staff and have held a feedback meeting.**
- ✓ **3% of the evaluations are finalized.**

\*Evaluations are officially recorded in the State's TALENT system.

*Criteria: Includes 5-7 specific competency areas for front-line staff.*

*Leadership roles at DOL involve additional competency sets.*

## 5 Steps in the Year-End Performance Evaluation





# Other General Updates...

**...Questions?**

**THANK YOU!!**





# DEPARTMENT OF LIVESTOCK

## JOB DESCRIPTION

*Montana state government is an equal opportunity employer. The State shall, upon request, provide reasonable accommodations to otherwise qualified individuals with disabilities.*

**Job Title:** IT Systems Support - 2

**Department:** Department of Livestock

**Position Number:** 56300035

**Division and Bureau:** Centralized services Division

**Location:** Helena

**Overview of the Department:** The Centralized Services Division provides a wide range of services and support for the five divisions in the department. Responsibilities include budgeting, accounting, payroll, personnel, purchasing, property inventory, information technology, legal and general services.

**Job Overview:** The IT Systems Support 1 position is responsible for providing upper tier and front line technical assistance for IT related systems and tools for the Department of Livestock. This position and the included duties and responsibilities are critical in facilitating an innovative, stable, accurate, and efficient technology environment. This position provides basic and advanced technical support to all agency employees for software, hardware, system access, and other technology-based systems and tools used within the agency. This includes troubleshooting software applications or hardware issues when problems occur by conducting research, working with vendors, working with the State Information Technology Services Division (SITSD), or working within a team to identify solutions, provide recommendations, and assisting in the implementation of the chosen solutions.

This position will manage assigned IT systems utilized by the Department of Livestock employees to perform their job functions including but not limited to: applications, software, computer systems, mobile devices, network tools and features, security tools and features, and other IT systems. This work may include scheduling, conducting, and coordinating computer software or hardware installation and configuration, customization of new or existing software or hardware, and maintaining or patching of existing IT Systems. The incumbent in this position reports directly to the Department's CIO.

### Essential Functions (Major Duties or Responsibilities):

#### A. Systems Support and Analysis

(95%)

- Assists customers and users with computer or technology-related problems.
- Troubleshoots and resolves technical issues and assists with computer testing.
- Answers questions and trains users about computer processes and procedures.
- Maintains records of technical issues, customer problems, and actions taken to resolve problems.
- Resolves technical support issues for non-technical users.
- Setup hardware and software for users.

- Provides training to users for software programs and peripheral hardware such as printers or other equipment.
- Performs routine maintenance tasks.
- Tests and evaluates existing network, applications or computer systems.
- Test and evaluate existing network, applications or computer systems.
- Routinely conducts research to identify and implement solutions for technical problems where the cause is not a known issue.
- Tracks and reports recurring technical issues requiring system modification to IT system administrators, analysts or managers for resolution.
- Responds directly to escalated customer issues that IT Systems Support from lower levels cannot resolve.
- Provides specialized support functions.

**B. Other Duties as Assigned:**

(5%)

**Physical and Environmental Demands:**

Duties of the incumbent require physical activity in the form of bending, stooping, lifting, moving throughout the department, and working in confined areas where electronic equipment is located. The incumbent often moves equipment weighing more than 50 pounds between offices. May be required to work more than 8 hours per day working with a computer and occasionally may be required to work more than 40 hours in a work week. May be required to work weekends or after hours or on-call to perform system upgrades or changes and respond to issues. Travel is minimal in this position up to 5% of the time. This position qualifies for 1-2 days of telework.

**Knowledge, Skills, and Abilities (Behaviors):**

Required for the first day of work:

- A strong customer service focus, with ability to maintain positive working relationships
- Knowledge of information processes and network technologies, including the various hardware platforms, software applications (both server and workstation), hardware and software configurations, peripherals, and troubleshooting and diagnostics tools and techniques
- Knowledge of the following hardware: Computers, servers, printers, mobile devices, and other department-supported hardware as implemented
- Knowledge of the following software: Microsoft Active Directory, Microsoft Windows, Group Policy Management, Microsoft Office (Word, Excel, Outlook, etc.)
- Knowledge of the following software: Microsoft Server, Microsoft PowerShell, security software and tools, and other department- supported software as implemented
- Ability to function effectively as a member of a team and independently
- Ability to effectively communicate complex concepts in one-on-one and teaching situations
- Ability to write clear and usable instructions for both technical and non-technical audiences

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- Ability to prioritize tasks and manage multiple projects to meet deadlines while maintaining consistently high levels of product quality
- Ability to apply innovative thinking in conjunction with an understanding of emerging technologies to address the needs and problems of end users and customers
- Strong aptitude for learning new skills, adapting to new technologies, and implementing new methodologies.

### Minimum Qualifications (Education and Experience):

- Associate degree in information technology or related field
- One year of experience working on a help desk or in a helpdesk support role
- Other combinations of education and experience may be substituted and will be evaluated on an individual basis.

**Supervisory Requirements:** None

### Special Requirements:

*List any other special required information for this position*

☐ Fingerprint check

☐ Driving History Check

☒ Background Check

☒ Union Code None

☐ Other; Describe:

☒ Safety Responsibilities:

1. Complies with the Department's Safety Program as outlined in its Workplace Safety Policy
2. Observes all safety rules and applies accident prevention principles while performing duties
3. Reports all workplace accidents or injuries to the supervisor or designee

**The specific statements shown in each section of this description are not intended to be all inclusive. They represent typical elements and criteria considered necessary to perform the job successfully.**

### Signatures

My signature below indicates the statements in the job description are accurate and complete.

Rick Corder

CIO

**Immediate Supervisor**

**Title**

**Date**

Brian Simonson

CSD Administrator/Deputy EO

**Administrative Review**

**Title**

**Date**

My signature below indicates that I have read this job description.

---

| Employee | Title | Date |
|----------|-------|------|
|----------|-------|------|

**Human Resources Review**

**Job Code Title:** IT Systems Support

**Job Code Number:** C1F011

My signature below indicates that Human Resources has reviewed this job description for completeness and has made the following determinations:

☐ FLSA Exempt

☒ FLSA Non-Exempt

☒ Classification Complete

☒ Organizational Chart attached

**Human Resources:**

*Michael Spatz*

*Human Resource Officer*

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| Signature | Title | Date |
|-----------|-------|------|
|-----------|-------|------|

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|                     |                                          |
|---------------------|------------------------------------------|
| Position Title      | Microbiologist                           |
| Organizational Role | Histology, Pathology, Float Technologist |
| Position Number     | 56300xxx                                 |
| Reports to          | Veterinary Section Head                  |

*This position description should not be construed as an exhaustive statement of duties, responsibilities or requirements, but a general description of the job. Nothing contained herein restricts management's rights to assign or reassign duties and responsibilities to this job at any time.*

### Laboratory Role within the Montana Department of Livestock

The Montana Veterinary Diagnostic Laboratory (MVDL) is a bureau of the Animal Health and Food Safety Division of the Montana Department of Livestock, within the executive branch of Montana state government. The laboratory is housed in one facility within the Marsh Laboratory building on the Montana State University campus in Bozeman Montana and serves as the only accredited, full-service veterinary diagnostic laboratory in Montana.

### Laboratory Mission

MVDL's mission is to serve the State of Montana by providing high quality, accurate, financially accessible, sustainable, and timely veterinary diagnostic testing, results and consultation; to maintain the highest level of honest, ethical and confidential standards of laboratory conduct; to assist state animal health officials in the diagnosis, control and prevention of animal disease; and to contribute to state and national efforts to protect both animal and public health.

### Purpose of the Position

This is a technical and support position, encompassing necropsy assistance; pre-analytical, analytical, and post-analytical specimen processing; fixing, infiltrating, embedding, and sectioning tissues; histochemical and immunohistochemical staining; production of slides; completion of quality control measures; monitoring of section technical materials and environmental conditions; maintenance of section equipment; review and revision of section procedure; proficiency testing participation; overseeing laboratory hazardous waste storage and bulking; and coordination and support of quality system and section process to ensure the compliant fulfillment of laboratory objectives.

Paying strict attention to safety; integrity; dependability; analytical thinking; quality control; record detail; regulatory and quality system compliance; industry standards; risk prevention; communication; cooperation; stress tolerance; adaptability; flexibility; self-control; concern for others; initiative; independence; persistence; achievement; effort; social orientation; and client fulfillment is paramount to this position.

### Worker Requirements

#### Education:

- BS or BA or equivalent/comparable science degree is required.
- MS or PhD in a science related field is preferred.

#### Experience:

- Two years veterinary diagnostic laboratory or relevant work experience is required.
- Hazardous waste handling experience is preferred.

#### Licensing:

- On-the-job training and certification for basic Hazmat compliance is required, e.g. Department of Transportation HazMat.

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- A valid driver's license is preferred.

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## Required Knowledge

- **Microbiology:** microbiology, including the disciplines of bacteriology, mycology, parasitology, virology, and immunology. This includes familiarity with molecular biology; the structure, function, propagation and biological and ecological relationships of microbes and prions with animals, plants, humans, other microbes and the environment; antimicrobial resistance, microbial pathogenesis; the components and functions of host defense mechanisms in both antigen-specific and non-specific responses, and applications of immunological processes in laboratory assays; the etiology, pathogenesis, transmission, immunity/resistance, diagnosis, therapeutics, prevention and control of diseases of animals and zoonotic diseases.
- **Biology:** animal organisms, their tissues, cells, functions, interdependencies and interactions with each other and the environment.
- **English Language:** structure and content of the English language including the meaning and spelling of words, rules of composition and grammar.
- **Chemistry:** chemical and biochemical composition, structures and properties of substances and of the chemical processes and transformations that they undergo to include use of chemical and their interactions, danger signs, production techniques and disposal methods.
- **Mathematics:** arithmetic, algebra, geometry, calculus, and statistics and their applications.
- **Computers and Electronics:** electronic equipment and computer hardware and software, including applications.
- **Customer and Personal Service:** principles and processes for providing client and administrative support services; includes client needs assessment, meeting quality standards for service and evaluation of client satisfaction.
- **Clerical:** required knowledge of administrative and clerical procedures and systems such as word processing, spreadsheet and database use, managing files and records, and compiling reports.
- **Public Safety and Security:** relevant equipment, policies, procedures, and strategies to promote effective local, state, or national security operations for the protection of people, animals, data, property, and institutions.

## Required Skills

- **Science:** using scientific rules and methods to solve problems.
- **Reading Comprehension:** understanding written sentences, paragraphs, and terminology in work related documents.
- **Writing:** communicating effectively in writing as appropriate for the needs of the audience.
- **Active Listening:** giving full attention to what other people are saying, taking time to understand the points being made, asking questions as appropriate, and not interrupting at inappropriate times.
- **Critical Thinking:** using logic and reasoning to identify the strengths and weaknesses of alternative solutions, conclusions, or approaches to problems.
- **Active Learning:** understanding the implication of new information for both current and future problem-solving and decision-making.
- **Speaking:** talking to others to convey information effectively.
- **Judgement and Decision Making:** considering the relative costs and benefits of potential actions to choose the most appropriate one.
- **Monitoring:** monitoring and assessing personal performance and task progress to make improvements or take corrective action.
- **Learning Strategies:** selecting and using training/instructional methods and procedures appropriate for the situation when learning or teaching new things.
- **Complex Problem Solving:** identifying complex problems and reviewing related information to develop and evaluate options and implement solutions.
- **Systems Analysis:** determining how a system should work and how changes in conditions, operations, and the environment will affect outcomes.
- **Coordination:** adjusting actions in relation to other's actions.
- **Service Orientation:** actively looking for ways to help people.

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- **Social Perceptiveness:** being aware of others' reactions and understanding why they react as they do.
- **Troubleshooting:** determining causes of operating errors and deciding what to do about it.

### Characteristic Abilities

- **Inductive Reasoning:** combining pieces of information to form general rules or conclusions (includes finding a relationship among seemingly unrelated events).
- **Written Comprehension:** reading and understanding information and ideas presented in writing.
- **Written Expression:** communicating information and ideas in writing so that other will understand.
- **Category Flexibility:** generating or using different sets of rules for combining or grouping things in different ways.
- **Deductive Reasoning:** applying general rules to specific problems to produce answers that make sense.
- **Information Ordering:** arranging things or actions in a certain order or pattern according to a specific rule or set of rules.
- **Oral Comprehension:** listening to and understanding information and ideas presented through spoken words and sentences.
- **Oral Expression:** communicating information and ideas in speaking so that other will understand.
- **Problem Sensitivity:** telling when something is wrong or is likely to go wrong.
- **Flexibility of Closure:** identifying or detecting a known pattern (figure, object, etc.) that is hidden in other distractive material.
- **Selective Attention:** concentrating on a task over a period of time without being distracted.
- **Speech Recognition:** identifying and understanding the speech of another person.
- **Speech Clarity:** speaking clearly.
- **Near Vision:** seeing details at close range.
- **Finger Dexterity:** making precisely coordinated movements of the fingers of one or both hands to grasp, manipulate, or assemble very small objects.
- **Manual Dexterity:** quickly moving hands or arms to grasp, manipulate, or assemble objects.
- **Arm-Hand Steadiness:** keeping hands and arms steady while moving arms or while holding arms and hands in one position.
- **Mathematical Reasoning:** choosing the right mathematical methods or formulas to solve a problem.
- **Number Facility:** adding, subtracting, multiplying, or dividing quickly and correctly.
- **Perceptual Speed:** quickly and accurately comparing similarities and differences among sets of letters, numbers, objects, pictures, or patterns; things to be compared may be present at the same time or one after the other; includes comparing a presented object with a remembered object.
- **Time Sharing:** shifting back and forth between two or more activities or sources of information.
- **Visual Color Discrimination:** matching or detecting differences between colors, including shades of color and brightness.
- **Visualization:** imaging how something will look after it is moved or rearranged.

### Occupational Requirements

#### Work Activities:

#### **Assists Pathologists with Necropsy and Triage**

Unloads carcasses; assists with carcass manipulations to facilitate necropsy; assists with equipment and material use during necropsy; labels and packages triaged and save-back specimens; transports waste from necropsy; incinerates necropsy waste; cleans and maintains necropsy tools and areas.

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### **Completes Pre-analytical, Analytical, and Post-Analytical Specimen Processing**

Ensures that accessioned submission information, specimen inventory, specimen signalment, and testing placeholders have been correctly entered into VADDS; evaluates specimens for suitability; prepares specimens for tissue cut in with awareness of generalized veterinary disease processes and normal or abnormal conditions; determines accurate representation of appropriate gross cut sites in tissues; determines areas of interest; gross cuts tissue samples; orders tests in VADDS; further ensures specimen integrity, identification, and organization throughout storage; retains specimens per defined rotation and duration.

### **Performs Tissue Processing and Histochemical and Immunohistochemical Stains to Produce Slides**

Follows defined procedure and workflow for tissue fixation and paraffin infiltration; pretreats bone and nail specimens; positions samples in embedding cassettes to ensure accurate representation of tissue section to aid in diagnosis by the Pathologists; embeds tissue; sections embedded tissue and ensures consistent and smooth sectioning of tissue; mounts sectioned tissue on microscope slides; identifies and problem solves issues that may include wrinkles, bubbles, loss of tissue and uneven staining results; troubleshoots undesirable microtome performance and sectioning of difficult tissue; performs histochemical and immunohistochemical staining procedures; evaluates slide quality; problem solves stains that do not perform as expected; coverslips slides for maximum optical clarity; delivers slides to Pathologists.

### **Ensures Ongoing Technical Process Quality Control (QC)**

Completes defined QC procedure and measure to ensure compliance; enters QC data in compilations as directed; initiates preventive or corrective action as needed in response to QC performance.

### **Monitors Technical Materials and Environmental Conditions in the Pathology and Histology Areas**

Inventories, orders, and stocks consumables; inventories, orders, stocks, and lot tracks defined technical materials; monitors defined environmental conditions; prepares solutions and disinfectants; cleans and disinfects the pathology and histology areas, materials, and tools; properly disposes or processes waste.

### **Maintains Equipment in the Pathology and Histology Areas**

Uses, monitors, maintains, and calibrates section equipment per defined procedure and workflow; completes and records defined equipment monitoring, maintenance, and calibration; communicates with equipment support representatives to trouble shoot as necessary.

### **Oversees Laboratory Hazardous Waste Storage and Bulking**

Follows United States Environmental Protection Agency (USEPA), Resource Conservation and Recovery Act (RCRA), and the United States Department of Transportation (D.O.T.) to collect, categorize, bulk package, label, store, and monitor hazardous waste generated at the laboratory until contractor transport.

### **Assists in Developing New and/or Improved Pathology or Histology Support Procedures**

Develops, reviews, and/or revises procedures or work instructions as directed and/or approved by the Pathology Section Head.

### **Participates in Proficiency Testing (PT)**

Produces PT workups; forwards PT workups to the Pathology Section Head for review prior to submission; initiates preventive or corrective action as needed in response to PT performance.

### **Supports Workforce Preparedness**

May provide additional workflow assistance or be cross trained in other duties as defined by the Pathology Section Head or Laboratory Director.

### **Completes Personnel Performance Self-evaluation**

Completes employee goal setting, measurement, target outcome, task, and self-evaluation using the State of Montana Talent system; reviews manager performance evaluations; attends review meetings; provides final employee feedback.

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## Conditions

- Pre-hire background check.
- Pre-exposure rabies vaccination may be required.
- Work is performed in a laboratory environment where exposure to zoonotic disease agents, hazardous chemicals, and physical dangers may occur.
- Unpleasant odors and sights are routinely encountered.
- Weekend or extended work may be required in the event of a disease outbreak or other urgent situation but is not routine.

## Physical Demands

- Repetitive motion, extended periods of standing or sitting and some lifting may be required.

## Tool and Technology Use

- Equipment used to complete work duties may include: analytical balance; automated tissue stainer; automated slide stainer; band saw; biological safety cabinet; digital imaging system; copier-printer-scanner-fax; embedding center; floatation bath; freezer; fume hood; hoist; incinerator; incubator; knife/blade; labeler; laminar flow hood; microscope; microwave oven; oven; personal computer/tablet; pH meter; pipette; pipette aid; portable electric generator; refrigerator; respirator; retriever; rotary microtome; steamer; stirrer/hotplate; stomacher; telephone; thermometer; timer; tissue blender; tissue processor; water bath; water purification system; wax trimmer.
- Applications used to complete work duties may include: VADDS; digital image databases; office suite software e.g. Microsoft Office; spreadsheet software e.g. Microsoft Excel; Web portals; State of Montana Talent application; proprietary equipment software programs.

## Direct Reports

This position does not supervise other positions.

This position does not conduct performance evaluations.

This position is supervised by the Veterinary Pathology Section Head.

# DEPARTMENT OF LIVESTOCK

## JOB DESCRIPTION



*Montana state government is an equal opportunity employer. The State shall, upon request, provide reasonable accommodations to otherwise qualified individuals with disabilities.*

**Job Title:** Administrative Specialist

**Position Number:** 56300054/ 00057

**Location:** Helena

**Department:** Department of Livestock

**Division and Bureau:** Meat Milk and Egg Bureau- Animal Health Division

**Overview of the Department:** Montana's Meat and Poultry Inspection Section's mission is to ensure that meat and poultry slaughtered, processed and/or stored within Montana meet all state and federal requirements for wholesome and unadulterated products for the consumer's safety. This is accomplished through onsite inspection of establishment facilities, slaughter operations, processing of products, laboratory testing, licensing and product labeling.

The Milk & Egg Section functions to ensure dairy producers and dairy processing plants meet all requirements for shipping raw milk and finished milk products out of state and ensure that all egg producers, graders, and handlers meet the requirements of the Agricultural Marketing Service - Poultry Division. The Bureau investigates complaints and outbreaks of disease related to any dairy products, eggs, or egg products and provides consultative services to sanitarians, businesses and citizens throughout the State as well as administrates environmental protection, disease prevention, and investigations (inspection & intervention) to ensure that FDA and USDA requirements are met.

**Job Overview:** The Administrative Specialist is instrumental to the success of the department by providing and coordinating a wide range of administrative, developmental, operational, office support and other related activities to support the efficient operations within the Meat Milk and Egg Bureau. Duties include but are not limited to being a knowledgeable initial point of contact, answering questions and providing information and assisting with a variety of requests for internal and external customers. To do this effectively duties related to reviewing, organizing and maintaining multiple program files, documents and mail, writing and reviewing operational reports procedures and policies and analyzing bureau data are essential. The Administrative Specialist will be the lead on departmental and special projects. As a member of a team, this position provides back-up for other functions within the department as needed and leads by example by providing excellent customer service.

### **Essential Functions (Major Duties or Responsibilities):**

#### **A. Operational Functions:**

**(75%)**

- Writes and reviews administrative and operational reports and records.

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- Coordinates special projects and activities, including completing research, identifying issues, making minor changes, recommending major changes, and following up on changes to determine impact or completeness.
- Review administrative and operational changes, procedures, and policies.
- Represent the agency or other stakeholders and facilitates and documents meetings as needed.
- Assists with implementing new or corrective management practices.
- Assists with internal and external communications regarding administrative or operational progress and changes.
- Analyze data to track performance, monitor adherence with procedures and state and federal regulations, and initiate corrective actions.
- Will attend state or federal reviews and provides assistance as requested to determine and ensure compliance with departmental policies and procedures or administrative and operational projects.

## **B. Administrative and Office Support Duties:**

**(20%)**

- Greets customers answers routine questions and/or responds to various requests such as providing account information and document and invoice processing.
- Maintain and enter information into databases.
- Proofreads documents, records, or other files to ensure accuracy.
- Monitors and maintains office supplies and equipment; responsible for office supply orders.
- Schedules and confirm appointments, events, travel, or meetings for clients, customers, or supervisors.

## **C. Other Duties as Assigned:**

**(5%)**

- Provides back-up assistance, and tackles special projects for other areas throughout the department as needed or requested.

## **Physical and Environmental Demands:**

The individual in this position will be performing job duties in a typical office environment. Fluctuations with worklode may require more than 8 hours per day on occasion. Frequent interactions with the public and other department staff is common. Minimal travel may be required on occasion and options to telework may be approved on a case-by-case basis.

## **Knowledge, Skills, and Abilities (Behaviors):**

Required for the first day of work:

- Knowledge of standard office procedures along with maintaining electronic and physical files.
- Ability to learn multiple program specific systems, policies and procedures.
- Communicate effectively and diplomatically, both verbally and in writing with other staff members, agencies, and members of the public;
- Ability to analyze information and identify operational and customer needs;
- Resolve problems using critical thinking skills;
- Ability to provide exceptional customer service;

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- Prioritize workload and work on multiple tasks simultaneously while remaining flexible;
- Effectively work both in a team environment and independently to achieve objectives and timelines;
- Adapt to changing conditions and work responsibilities.

## Minimum Qualifications (Education and Experience):

- High school diploma or its equivalent.
- One year of experience performing a variety of office support, clerical or other job related duties.
- Other combinations of education and experience may be considered on a case-by-case basis.

## Preferred:

- Experience in meat, milk, or egg regulations.

## Special Requirements:

*List any other special required information for this position*

☐ Fingerprint check

☐ Driving History Check

☒ Background Check

☐ Union Code ?????

☐ Other; Describe:

☒ Safety Responsibilities:

1. Complies with the Department's Safety Program as outlined in its Workplace Safety Policy
2. Observes all safety rules and applies accident prevention principles while performing duties
3. Reports all workplace accidents or injuries to the supervisor or designee

**The specific statements shown in each section of this description are not intended to be all inclusive. They represent typical elements and criteria considered necessary to perform the job successfully.**

## Signatures

My signature below indicates the statements in the job description are accurate and complete.

|                              |                        |             |
|------------------------------|------------------------|-------------|
| <b>Immediate Supervisor</b>  | <b>Title</b>           | <b>Date</b> |
| Alicia Love                  | M,M. & E. Bureau Chief |             |
| <b>Administrative Review</b> | <b>Title</b>           | <b>Date</b> |

My signature below indicates that I have read this job description.

---

| Employee | Title | Date |
|----------|-------|------|
|----------|-------|------|

**Human Resources Review**

**Job Code Title:** Administrative Assistant **Job Code Number:** Q61022 **Level:** 2

My signature below indicates that Human Resources has reviewed this job description for completeness and has made the following determinations:

☐ FLSA Exempt

☒ FLSA Non-Exempt

☒ Classification Complete

☒ Organizational Chart attached

**Human Resources:**

*Michael Spatz*

Human Resource Officer

---

| Signature | Title | Date |
|-----------|-------|------|
|-----------|-------|------|



# Board of Livestock Meeting

## Agenda Request Form

|                                                                                                                                                                                                                                                                                                                                                                                                                |                         |                                                                                                                    |       |      |                      |       |    |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------|--------------------------------------------------------------------------------------------------------------------|-------|------|----------------------|-------|----|
| From: Lindsey Simon                                                                                                                                                                                                                                                                                                                                                                                            | Division/Program: Legal | Meeting Date: 12/17/2025                                                                                           |       |      |                      |       |    |
| <b><u>Agenda Item:</u> Executive Session Discussing Prospective Litigation</b>                                                                                                                                                                                                                                                                                                                                 |                         |                                                                                                                    |       |      |                      |       |    |
| <p>Background Info:</p> <p>The Department is considering filing an injunctive action for unlicensed practice, pending a current investigation. If the investigation substantiates reports of unlicensed practice, the Department would like Board approval to file an action.</p> <p>Recommendation:</p> <p>Motion and vote to allow the Department to proceed with unlicensed practice injunctive action.</p> |                         |                                                                                                                    |       |      |                      |       |    |
| Time needed: 10-15 mins                                                                                                                                                                                                                                                                                                                                                                                        | Attachments:            | <table border="1"><tr><td>Yes</td><td>No ✓</td><td>Board vote required?</td><td>Yes ✓</td><td>No</td></tr></table> | Yes   | No ✓ | Board vote required? | Yes ✓ | No |
| Yes                                                                                                                                                                                                                                                                                                                                                                                                            | No ✓                    | Board vote required?                                                                                               | Yes ✓ | No   |                      |       |    |



# Board of Livestock Meeting

## Agenda Request Form

|                                                                                                                                                                                                |              |                                                  |      |                                    |               |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|--------------------------------------------------|------|------------------------------------|---------------|
| From:<br><b>Brian Simonson</b>                                                                                                                                                                 |              | Division/Program:<br><b>Centralized Services</b> |      | Meeting Date:<br><b>12/17/2025</b> |               |
| <b><u>Agenda Item:</u>      Increasing USDA Wildlife Services Funding</b>                                                                                                                      |              |                                                  |      |                                    |               |
| Background Info: Agenda item to facilitate a discussion around increasing the Department's \$575,000 funding for Predator Control.                                                             |              |                                                  |      |                                    |               |
| Recommendation: n/a                                                                                                                                                                            |              |                                                  |      |                                    |               |
| Time needed: 10 min                                                                                                                                                                            | Attachments: | Yes                                              | No X | Board vote required:               | Yes      No X |
| <b><u>Agenda Item:</u>      November 30, 2025 State Special Revenue Report</b>                                                                                                                 |              |                                                  |      |                                    |               |
| Background Info: Report for month end comparisons of state special revenues.                                                                                                                   |              |                                                  |      |                                    |               |
| Recommendation: n/a                                                                                                                                                                            |              |                                                  |      |                                    |               |
| Time needed: 10 min                                                                                                                                                                            | Attachments: | Yes X                                            | No   | Board vote required:               | Yes      No X |
| <b><u>Agenda Item:</u>      December 2025 through June 2026 Budget Projections Report</b>                                                                                                      |              |                                                  |      |                                    |               |
| Background Info: Report expenditure projections by division and/or bureau and attached boards.                                                                                                 |              |                                                  |      |                                    |               |
| Recommendation: n/a                                                                                                                                                                            |              |                                                  |      |                                    |               |
| Time needed: 15 min                                                                                                                                                                            | Attachments: | Yes X                                            | No   | Board vote required?               | Yes      No X |
| <b><u>Agenda Item:</u>      November 30, 2025 Budget Comparison Report</b>                                                                                                                     |              |                                                  |      |                                    |               |
| Background Info: Report expenditure to budget comparison report by division and/or bureau and attached boards. This report also compares current year expenditures to prior year expenditures. |              |                                                  |      |                                    |               |
| Recommendation: n/a                                                                                                                                                                            |              |                                                  |      |                                    |               |
| Time needed: 5 min                                                                                                                                                                             | Attachments: | Yes X                                            | No   | Board vote required                | Yes      No X |

**MONTANA DEPARTMENT OF LIVESTOCK  
STATE SPECIAL REVENUE REPORT  
NOVEMBER 30, 2025**

**DEPARTMENT OF LIVESTOCK**  
**STATE SPECIAL REVENUE/PROPRIETARY COMPARISON FY 2026 - 2025**

|           |                                             | FY 2025<br>as of<br>November 30,<br>2024 | FY 2026<br>as of<br>November 30,<br>2025 | Difference<br>November 30,<br>FY25 & FY26 | Budgeted<br>Revenue<br>FY 2026 |
|-----------|---------------------------------------------|------------------------------------------|------------------------------------------|-------------------------------------------|--------------------------------|
|           | A                                           | B                                        | C                                        | D                                         | E                              |
| <b>1</b>  | <b>Fund Description</b>                     |                                          |                                          |                                           |                                |
| <b>2</b>  | <b>02425 Brands</b>                         |                                          |                                          |                                           |                                |
|           | New Brands & Transfers                      | \$ 60,401                                | \$ 74,832                                | \$ 14,431                                 | \$ 198,000                     |
|           | Re-Recorded Brands                          | 329,014                                  | 329,015                                  | 1                                         | 790,000                        |
|           | Security Interest Filing Fee                | 14,398                                   | 16,530                                   | 2,132                                     | 42,300                         |
|           | Livestock Dealers License                   | 2,600                                    | 1,800                                    | (800)                                     | 105,000                        |
|           | Field Inspections                           | 82,032                                   | 69,174                                   | (12,858)                                  | 285,000                        |
|           | Market Inspection Fees                      | 538,198                                  | 372,359                                  | (165,839)                                 | 1,524,800                      |
|           | Investment Earnings                         | 174,649                                  | 137,960                                  | (36,689)                                  | 454,800                        |
|           | Other Revenues                              | 84,886                                   | 13,568                                   | (71,318)                                  | 145,600                        |
| <b>10</b> | <b>Total Brands Division Revenue</b>        | <b>\$ 1,286,178</b>                      | <b>\$ 1,015,238</b>                      | <b>\$ (270,940)</b>                       | <b>\$ 3,545,500</b>            |
| <b>12</b> | <b>02426 Per Capita Fee (PCF)</b>           |                                          |                                          |                                           |                                |
|           | Per Capita Fee                              | \$ 105,232                               | \$ 88,473                                | \$ (16,759)                               | \$ 5,680,000                   |
|           | Indirect Cost Recovery                      | 104,904                                  | 52,331                                   | (52,573)                                  | 455,000                        |
|           | Investment Earnings                         | 230,853                                  | 197,226                                  | (33,627)                                  | 500,000                        |
|           | Other Revenues                              | 28,832                                   | 8,109                                    | (20,723)                                  | 11,659                         |
| <b>17</b> | <b>Total Per Capita Fee Revenue</b>         | <b>\$ 469,821</b>                        | <b>\$ 346,139</b>                        | <b>\$ (123,682)</b>                       | <b>\$ 6,646,659</b>            |
| <b>19</b> | <b>02701 Milk Inspection</b>                |                                          |                                          |                                           |                                |
|           | Inspectors Assessment                       | \$ 112,898                               | \$ 89,143                                | \$ (23,755)                               | \$ 273,400                     |
|           | Investment Earnings                         | 725                                      | 200                                      | (525)                                     | 500                            |
| <b>22</b> | <b>Total Milk Inspection</b>                | <b>\$ 113,623</b>                        | <b>\$ 89,343</b>                         | <b>\$ (24,280)</b>                        | <b>\$ 273,900</b>              |
| <b>24</b> | <b>02262 EGG GRADING</b>                    |                                          |                                          |                                           |                                |
|           | Inspectors Assessment                       | \$ 107,447                               | \$ 90,210                                | \$ (17,237)                               | \$ 286,240                     |
| <b>26</b> | <b>Total EGG GRADING</b>                    | <b>\$ 107,447</b>                        | <b>\$ 90,210</b>                         | <b>\$ (17,237)</b>                        | <b>\$ 286,240</b>              |
| <b>28</b> | <b>06026 Diagnostic Lab Fees</b>            |                                          |                                          |                                           |                                |
|           | Lab Fees                                    | \$ 446,220                               | \$ 439,284                               | \$ (6,936)                                | \$ 1,716,002                   |
|           | * Investment Earnings                       | 1,006                                    | 8,362                                    | \$ 7,356                                  | 10,000                         |
|           | Other Revenues                              | 1,299                                    | 963                                      | (336)                                     | 4,000                          |
| <b>31</b> | <b>Total Diagnostic Lab Fees</b>            | <b>\$ 448,525</b>                        | <b>\$ 448,609</b>                        | <b>\$ 84</b>                              | <b>\$ 1,730,002</b>            |
| <b>33</b> | <b>Combined State Special Revenue Total</b> | <b>\$ 2,425,594</b>                      | <b>\$ 1,989,539</b>                      | <b>\$ (436,055)</b>                       | <b>\$ 12,482,301</b>           |

**Voluntary Wolf Donation Fund - per 81-7-123 MCA**

**\*\* Donations**      \$ 35,948      \$ 39,619      \$ 3,671      \$ 135,000

The monthly rate of return on STIP investments was 4.21% and 4.78% for November 30, 2025 and November 30, 2024, respectively. As of November 30, the fiscal year-to-date average rate of return for fiscal year 2026 and 2025 was 4.39% and 5.1%, respectively. The Department's STIP balance in all funds as of November 30, 2025 and November 30, 2024 was \$22,064,893 and \$23,318,462, respectively or \$1,253,569 less than last year. This includes the Proprietary STIP balance of \$460,788.

\*\* Donations to the Volunteer Wolf Donation fund for the current fiscal year as of November 30, 2025 is \$39,619 or \$3,671 more than the same period last year. The total amount of donations received from inception of the voluntary wolf donation program is \$658,230 as of November 30, 2025. The Department has transferred \$482,997 of the voluntary wolf donations to Wild Life Services for predator control since the beginning of the program.

**MONTANA DEPARTMENT OF LIVESTOCK  
EXPENSE PROJECTION REPORT  
NOVEMBER 30, 2025**

**MONTANA DEPARTMENT OF LIVESTOCK**  
**PROJECTED EXPENSE TO BUDGET COMPARISON REPORT**  
**NOVEMBER 30, 2025**

**DIVISION:** DEPARTMENT OF LIVESTOCK  
**PROGRAM:** DEPARTMENT OF LIVESTOCK

|                                |                             |                                   | Year-to-Date<br>Actual<br>Expenses<br>November<br>FY 2026 | Projected<br>Expenses<br>December to<br>June 2026 | FY 2026<br>Projected Year<br>End Expense<br>Totals | FY 2026<br>Budget    | Projected<br>Budget Excess/<br>(Deficit) |
|--------------------------------|-----------------------------|-----------------------------------|-----------------------------------------------------------|---------------------------------------------------|----------------------------------------------------|----------------------|------------------------------------------|
| <b>BUDGETED FTE</b>            |                             |                                   | 144.62                                                    |                                                   |                                                    |                      |                                          |
|                                | <b>A</b>                    | <b>B</b>                          | <b>C</b>                                                  | <b>D</b>                                          | <b>E</b>                                           | <b>F</b>             |                                          |
| <b>61000 PERSONAL SERVICES</b> |                             |                                   |                                                           |                                                   |                                                    |                      |                                          |
| 1                              | 61100                       | SALARIES                          | \$ 2,993,742                                              | \$ 5,283,511                                      | \$ 8,277,253                                       | \$ 8,556,601         | \$ 279,348                               |
| 2                              | 61200                       | OVERTIME                          | 209,096                                                   | 280,589                                           | 489,685                                            | 571,118              | 81,433                                   |
| 3                              | 61300                       | OTHER/PER DIEM                    | 2,800                                                     | 6,400                                             | 9,200                                              | 11,200               | 2,000                                    |
| 4                              | 61400                       | BENEFITS                          | 1,267,316                                                 | 2,001,791                                         | 3,269,107                                          | 3,392,428            | 123,321                                  |
| 5                              | TOTAL PERSONAL SERVICES     |                                   | 4,472,954                                                 | 7,572,291                                         | 12,045,245                                         | 12,531,347           | 486,102                                  |
| 6                              | <b>62000 OPERATIONS</b>     |                                   |                                                           |                                                   |                                                    |                      |                                          |
| 7                              | 62100                       | CONTRACT                          | 662,418                                                   | 1,202,415                                         | 1,864,833                                          | 1,961,076            | 96,243                                   |
| 8                              | 62200                       | SUPPLY                            | 666,403                                                   | 766,100                                           | 1,432,503                                          | 1,437,500            | 4,997                                    |
| 9                              | 62300                       | COMMUNICATION                     | 96,689                                                    | 185,961                                           | 282,650                                            | 325,414              | 42,764                                   |
| 10                             | 62400                       | TRAVEL                            | 84,931                                                    | 114,076                                           | 199,007                                            | 222,179              | 23,172                                   |
| 11                             | 62500                       | RENT                              | 308,651                                                   | 543,058                                           | 851,709                                            | 989,587              | 137,878                                  |
| 12                             | 62600                       | UTILITIES                         | 29,890                                                    | 22,189                                            | 52,079                                             | 68,892               | 16,813                                   |
| 13                             | 62700                       | REPAIR & MAINT                    | 128,633                                                   | 141,574                                           | 270,207                                            | 225,012              | (45,195)                                 |
| 14                             | 62800                       | OTHER EXPENSES                    | 114,843                                                   | 430,217                                           | 545,060                                            | 595,123              | 50,063                                   |
| 15                             | TOTAL OPERATIONS            |                                   | 2,092,458                                                 | 3,405,590                                         | 5,498,048                                          | 5,824,783            | 326,735                                  |
| 16                             | <b>63000 EQUIPMENT</b>      |                                   |                                                           |                                                   |                                                    |                      |                                          |
| 17                             | 63100                       | EQUIPMENT                         | -                                                         | 19,967                                            | 19,967                                             | 19,967               | -                                        |
| 18                             | TOTAL EQUIPMENT             |                                   | -                                                         | 19,967                                            | 19,967                                             | 19,967               | -                                        |
| 19                             | <b>67000 CLAIMS</b>         |                                   |                                                           |                                                   |                                                    |                      |                                          |
| 20                             | 67200                       | DEPREDAATION REMIDIATION          | 161,952                                                   | 66,640                                            | 228,592                                            | 150,000              | (78,592)                                 |
| 21                             | TOTAL CLAIMS                |                                   | 161,952                                                   | 66,640                                            | 228,592                                            | 150,000              | (78,592)                                 |
| 22                             | <b>68000 TRANSFERS</b>      |                                   |                                                           |                                                   |                                                    |                      |                                          |
| 23                             | 68000                       | TRANSFERS                         | 102,802                                                   | 332,975                                           | 435,777                                            | 409,488              | (26,289)                                 |
| 24                             | TOTAL TRANSFERS             |                                   | 102,802                                                   | 332,975                                           | 435,777                                            | 409,488              | (26,289)                                 |
| 25                             | <b>TOTAL EXPENDITURES</b>   |                                   | <u>\$ 6,830,166</u>                                       | <u>\$ 11,397,463</u>                              | <u>\$ 18,227,629</u>                               | <u>\$ 18,935,585</u> | <u>\$ 707,956</u>                        |
| 26                             | <b>BUDGETED FUNDS</b>       |                                   |                                                           |                                                   |                                                    |                      |                                          |
| 27                             | 01100                       | GENERAL FUND                      | \$ 1,715,084                                              | \$ 2,812,346                                      | \$ 4,527,430                                       | \$ 4,751,034         | \$ 223,604                               |
| 28                             | 02262                       | SHIELDED EGG GRADING FEES         | 108,719                                                   | 194,624                                           | 303,343                                            | 388,007              | 84,664                                   |
| 29                             | 02425                       | BRAND INSPECTION FEES             | 2,053,699                                                 | 1,597,998                                         | 3,651,697                                          | 3,651,697            | -                                        |
| 30                             | 02426                       | PER CAPITA FEE                    | 1,258,340                                                 | 4,329,224                                         | 5,587,564                                          | 5,898,661            | 311,097                                  |
| 31                             | 02427                       | ANIMAL HEALTH                     | 127                                                       | 17,103                                            | 17,230                                             | 31,795               | 14,565                                   |
| 32                             | 02701                       | MILK INSPECTION FEES              | 92,621                                                    | 98,992                                            | 191,613                                            | 271,496              | 79,883                                   |
| 33                             | 02817                       | MILK CONTROL                      | 84,628                                                    | 129,573                                           | 214,201                                            | 245,839              | 31,638                                   |
| 34                             | 03209                       | MEAT & POULTRY INSPECTION         | 470,902                                                   | 784,847                                           | 1,255,749                                          | 1,255,749            | -                                        |
| 35                             | 03032                       | SHELL EGG FEDERAL INSPECTION FEES | 8,307                                                     | 11,968                                            | 20,275                                             | 18,219               | (2,056)                                  |
| 36                             | 03427                       | FEDERAL UMBRELLA FFY24            | 311,162                                                   | 257,275                                           | 568,437                                            | 568,437              | -                                        |
| 37                             | 03427                       | FEDERAL UMBRELLA FFY25            | 223                                                       | 221,084                                           | 221,307                                            | 222,165              | 858                                      |
| 38                             | 03673                       | FEDERAL ANIMAL HEALTH DISEASE GRA | -                                                         | 21,729                                            | 21,729                                             | 21,729               | -                                        |
| 39                             | 06026                       | DIAGNOSTIC LABORATORY FEES        | 726,354                                                   | 920,700                                           | 1,647,054                                          | 1,610,757            | (36,297)                                 |
| 40                             | <b>TOTAL BUDGETED FUNDS</b> |                                   | <u>\$ 6,830,166</u>                                       | <u>\$ 11,397,463</u>                              | <u>\$ 18,227,629</u>                               | <u>\$ 18,935,585</u> | <u>\$ 707,956</u>                        |

Due to the lag in timing that expenses are able to be posted to the accounting system, projected expenses are calculated using eight months to the end of the year instead of the anticipated seven months.

**MONTANA DEPARTMENT OF LIVESTOCK**  
**PROJECTED EXPENSE TO BUDGET COMPARISON REPORT**  
**NOVEMBER 30, 2025**

**DIVISION:** CENTRALIZED SERVICES

**PROGRAM:** CENTRAL SERVICES AND BOARD OF LIVESTOCK

|                     |                                | Year-to-Date<br>Actual<br>Expenses<br>November<br>FY 2026 | Projected<br>Expenses<br>December to<br>June 2026 | FY 2026<br>Projected<br>Year End<br>Expense<br>Totals | FY 2026<br>Budget   | Projected<br>Budget<br>Excess/<br>(Deficit) |
|---------------------|--------------------------------|-----------------------------------------------------------|---------------------------------------------------|-------------------------------------------------------|---------------------|---------------------------------------------|
| <b>BUDGETED FTE</b> |                                | <b>14.00</b>                                              |                                                   |                                                       |                     |                                             |
|                     | <b>A</b>                       | <b>B</b>                                                  | <b>C</b>                                          | <b>D</b>                                              | <b>E</b>            | <b>F</b>                                    |
|                     | <b>61000 PERSONAL SERVICES</b> |                                                           |                                                   |                                                       |                     |                                             |
| <b>1</b>            | 61100 SALARIES                 | \$ 391,244                                                | \$ 659,579                                        | \$ 1,050,823                                          | \$ 1,000,599        | \$ (50,224)                                 |
| <b>2</b>            | 61104 OVERTIME                 | 8,367                                                     | 11,165                                            | 19,532                                                | 26,073              | 6,541                                       |
| <b>3</b>            | 61300 OTHER/PER DIEM           | 2,400                                                     | 4,900                                             | 7,300                                                 | 8,200               | 900                                         |
| <b>4</b>            | 61400 BENEFITS                 | 143,398                                                   | 220,628                                           | 364,026                                               | 381,919             | 17,893                                      |
| <b>5</b>            | TOTAL PERSONAL SERVICES        | 545,409                                                   | 896,272                                           | 1,441,681                                             | 1,416,791           | (24,890)                                    |
| <b>6</b>            | <b>62000 OPERATIONS</b>        |                                                           |                                                   |                                                       |                     |                                             |
| <b>7</b>            | 62100 CONTRACT                 | 95,649                                                    | 31,535                                            | 127,184                                               | 114,250             | (12,934)                                    |
| <b>8</b>            | 62200 SUPPLY                   | 69,207                                                    | 29,312                                            | 98,519                                                | 143,889             | 45,370                                      |
| <b>9</b>            | 62300 COMMUNICATION            | 17,677                                                    | 22,645                                            | 40,322                                                | 60,556              | 20,234                                      |
| <b>10</b>           | 62400 TRAVEL                   | 8,560                                                     | 12,692                                            | 21,252                                                | 33,210              | 11,958                                      |
| <b>11</b>           | 62500 RENT                     | 69,782                                                    | 97,485                                            | 167,267                                               | 301,609             | 134,342                                     |
| <b>12</b>           | 62700 REPAIR & MAINT           | -                                                         | 1,610                                             | 1,610                                                 | 1,704               | 94                                          |
| <b>13</b>           | 62800 OTHER EXPENSES           | 15,915                                                    | 22,900                                            | 38,815                                                | 35,961              | (2,854)                                     |
| <b>14</b>           | TOTAL OPERATIONS               | 276,790                                                   | 218,179                                           | 494,969                                               | 691,179             | 196,210                                     |
| <b>15</b>           | <b>68000 TRANSFERS</b>         |                                                           |                                                   |                                                       |                     |                                             |
| <b>16</b>           | 68000 TRANSFERS                | 27,602                                                    | 168,175                                           | 195,777                                               | 169,488             | (26,289)                                    |
| <b>17</b>           | TOTAL TRANSFERS                | 27,602                                                    | 168,175                                           | 195,777                                               | 169,488             | (26,289)                                    |
| <b>18</b>           | <b>TOTAL EXPENDITURES</b>      | <b>\$ 849,801</b>                                         | <b>\$ 1,282,626</b>                               | <b>\$ 2,132,427</b>                                   | <b>\$ 2,277,458</b> | <b>\$ 145,031</b>                           |
| <b>19</b>           | <b>BUDGETED FUNDS</b>          |                                                           |                                                   |                                                       |                     |                                             |
| <b>20</b>           | 02426 PER CAPITA               | \$ 849,801                                                | \$ 1,282,626                                      | \$ 2,132,427                                          | \$ 2,277,458        | \$ 145,031                                  |
| <b>21</b>           | <b>TOTAL BUDGETED FUNDS</b>    | <b>\$ 849,801</b>                                         | <b>\$ 1,282,626</b>                               | <b>\$ 2,132,427</b>                                   | <b>\$ 2,277,458</b> | <b>\$ 145,031</b>                           |

Due to the lag in timing that expenses are able to be posted to the accounting system, projected expenses are calculated using eight months to the end of the year instead of the anticipated seven months.

**MONTANA DEPARTMENT OF LIVESTOCK  
PROJECTED EXPENSE TO BUDGET COMPARISON REPORT  
NOVEMBER 30, 2025**

**DIVISION:** CENTRALIZED SERVICES  
**PROGRAM:** LIVESTOCK LOSS BOARD

|                                         | Year-to-Date<br>Actual<br>Expenses<br>November<br>FY 2026 | Projected<br>Expenses<br>December to<br>June 2026 | FY 2026<br>Projected<br>Year End<br>Expense<br>Totals | FY 2026<br>Budget | Projected<br>Budget<br>Excess/<br>(Deficit) |
|-----------------------------------------|-----------------------------------------------------------|---------------------------------------------------|-------------------------------------------------------|-------------------|---------------------------------------------|
| <b>BUDGETED FTE</b>                     | <b>1.00</b>                                               |                                                   |                                                       |                   |                                             |
| <b>A</b>                                | <b>B</b>                                                  | <b>C</b>                                          | <b>D</b>                                              | <b>E</b>          | <b>F</b>                                    |
| <b>61000 PERSONAL SERVICES</b>          |                                                           |                                                   |                                                       |                   |                                             |
| <b>1</b> 61100 SALARIES                 | \$ 9,545                                                  | \$ 28,822                                         | \$ 38,367                                             | \$ 84,414         | \$ 46,047                                   |
| <b>2</b> 61300 OTHER/PER DIEM           | -                                                         | 500                                               | 500                                                   | 1,500             | 1,000                                       |
| <b>3</b> 61400 BENEFITS                 | 3,330                                                     | 11,970                                            | 15,300                                                | 27,661            | 12,361                                      |
| <b>4</b> TOTAL PERSONAL SERVICES        | 12,875                                                    | 41,292                                            | 54,167                                                | 113,575           | 59,408                                      |
| <b>5 62000 OPERATIONS</b>               |                                                           |                                                   |                                                       |                   |                                             |
| <b>6</b> 62100 CONTRACT                 | 513                                                       | 2,670                                             | 3,183                                                 | 18,164            | 14,981                                      |
| <b>7</b> 62200 SUPPLY                   | 1,382                                                     | 208                                               | 1,590                                                 | 4,851             | 3,261                                       |
| <b>8</b> 62300 COMMUNICATION            | 687                                                       | 2,690                                             | 3,377                                                 | 7,343             | 3,966                                       |
| <b>9</b> 62400 TRAVEL                   | 701                                                       | 4,635                                             | 5,336                                                 | 3,308             | (2,028)                                     |
| <b>10</b> 62500 RENT                    | 1,466                                                     | 1,993                                             | 3,459                                                 | 3,621             | 162                                         |
| <b>11</b> 62700 REPAIR & MAINT          | -                                                         | 42                                                | 42                                                    | 408               | 366                                         |
| <b>12</b> 62800 OTHER EXPENSES          | 667                                                       | 1,254                                             | 1,921                                                 | 5,107             | 3,186                                       |
| <b>13</b> TOTAL OPERATIONS              | 5,416                                                     | 13,492                                            | 18,908                                                | 42,802            | 23,894                                      |
| <b>14 67000 CLAIMS</b>                  |                                                           |                                                   |                                                       |                   |                                             |
| <b>15</b> 67200 DEPREDATION REMEDIATION | 161,952                                                   | 66,640                                            | 228,592                                               | 150,000           | (78,592)                                    |
| <b>16</b> TOTAL CLAIMS                  | 161,952                                                   | 66,640                                            | 228,592                                               | 150,000           | (78,592)                                    |
| <b>17 TOTAL EXPENDITURES</b>            | <u>\$ 180,243</u>                                         | <u>\$ 121,424</u>                                 | <u>\$ 301,667</u>                                     | <u>\$ 306,377</u> | <u>\$ 4,710</u>                             |
| <b>18 BUDGETED FUNDS</b>                |                                                           |                                                   |                                                       |                   |                                             |
| <b>19</b> 01100 GENERAL FUND            | <u>\$ 180,243</u>                                         | <u>\$ 121,424</u>                                 | <u>\$ 301,667</u>                                     | <u>\$ 306,377</u> | <u>\$ 4,710</u>                             |
| <b>20 TOTAL BUDGETED FUNDS</b>          | <u>\$ 180,243</u>                                         | <u>\$ 121,424</u>                                 | <u>\$ 301,667</u>                                     | <u>\$ 306,377</u> | <u>\$ 4,710</u>                             |

Due to the lag in timing that expenses are able to be posted to the accounting system, projected expenses are calculated using eight months to the end of the year instead of the anticipated seven months.

**MONTANA DEPARTMENT OF LIVESTOCK**  
**PROJECTED EXPENSE TO BUDGET COMPARISON REPORT**  
**NOVEMBER 30, 2025**

**DIVISION:** CENTRALIZED SERVICES  
**PROGRAM:** MILK CONTROL BUREAU

|                                  | Year-to-Date<br>Actual<br>Expenses<br>November<br>FY 2026 | Projected<br>Expenses<br>December to<br>June 2026 | FY 2026<br>Projected<br>Year End<br>Expense<br>Totals | FY 2026<br>Budget | Projected<br>Budget<br>Excess/<br>(Deficit) |
|----------------------------------|-----------------------------------------------------------|---------------------------------------------------|-------------------------------------------------------|-------------------|---------------------------------------------|
| <b>BUDGETED FTE</b>              | <b>2.00</b>                                               |                                                   |                                                       |                   |                                             |
| <b>A</b>                         | <b>B</b>                                                  | <b>C</b>                                          | <b>D</b>                                              | <b>E</b>          | <b>F</b>                                    |
| <b>61000 PERSONAL SERVICES</b>   |                                                           |                                                   |                                                       |                   |                                             |
| <b>1</b> 61100 SALARIES          | \$ 53,713                                                 | \$ 84,014                                         | \$ 137,727                                            | \$ 132,711        | \$ (5,016)                                  |
| <b>2</b> 61102 OVERTIME          | 1,192                                                     | 3,309                                             | 4,501                                                 | 3,274             | (1,227)                                     |
| <b>3</b> 61300 OTHER/PER DIEM    | 400                                                       | 1,000                                             | 1,400                                                 | 1,500             | 100                                         |
| <b>4</b> 61400 BENEFITS          | 20,443                                                    | 30,739                                            | 51,182                                                | 48,203            | (2,979)                                     |
| <b>5</b> TOTAL PERSONAL SERVICES | <u>75,748</u>                                             | <u>119,062</u>                                    | <u>194,810</u>                                        | <u>185,688</u>    | <u>(9,122)</u>                              |
| <b>6</b>                         |                                                           |                                                   |                                                       |                   |                                             |
| <b>62000 OPERATIONS</b>          |                                                           |                                                   |                                                       |                   |                                             |
| <b>8</b> 62100 CONTRACT          | 1,027                                                     | 1,730                                             | 2,757                                                 | 30,805            | 28,048                                      |
| <b>9</b> 62200 SUPPLY            | 2,750                                                     | 753                                               | 3,503                                                 | 7,767             | 4,264                                       |
| <b>10</b> 62300 COMMUNICATION    | 1,144                                                     | 1,535                                             | 2,679                                                 | 5,908             | 3,229                                       |
| <b>11</b> 62400 TRAVEL           | -                                                         | 269                                               | 269                                                   | 674               | 405                                         |
| <b>12</b> 62500 RENT             | 3,124                                                     | 4,410                                             | 7,534                                                 | 9,317             | 1,783                                       |
| <b>13</b> 62700 REPAIR & MAINT   | -                                                         | 176                                               | 176                                                   | 200               | 24                                          |
| <b>14</b> 62800 OTHER EXPENSES   | 835                                                       | 1,638                                             | 2,473                                                 | 5,480             | 3,007                                       |
| <b>15</b> TOTAL OPERATIONS       | <u>8,880</u>                                              | <u>10,511</u>                                     | <u>19,391</u>                                         | <u>60,151</u>     | <u>40,760</u>                               |
| <b>16</b> TOTAL EXPENDITURES     | <u>\$ 84,628</u>                                          | <u>\$ 129,573</u>                                 | <u>\$ 214,201</u>                                     | <u>\$ 245,839</u> | <u>\$ 31,638</u>                            |
| <b>17</b>                        |                                                           |                                                   |                                                       |                   |                                             |
| <b>18 BUDGETED FUNDS</b>         |                                                           |                                                   |                                                       |                   |                                             |
| <b>19</b> 02817 MILK CONTROL     | \$ 84,628                                                 | \$ 129,573                                        | \$ 214,201                                            | \$ 245,839        | \$ 31,638                                   |
| <b>20</b> TOTAL BUDGETED FUNDS   | <u>\$ 84,628</u>                                          | <u>\$ 129,573</u>                                 | <u>\$ 214,201</u>                                     | <u>\$ 245,839</u> | <u>\$ 31,638</u>                            |

Due to the lag in timing that expenses are able to be posted to the accounting system, projected expenses are calculated using eight months to the end of the year instead of the anticipated seven months.

**MONTANA DEPARTMENT OF LIVESTOCK  
PROJECTED EXPENSE TO BUDGET COMPARISON REPORT  
NOVEMBER 30, 2025**

**DIVISION:** ANIMAL HEALTH DIVISION - STATE VETERINARIAN

**PROGRAM:** STATE VETERINARIAN IMPORT OFFICE

|                         |                          | Year-to-Date<br>Actual<br>Expenses<br>November<br>FY 2026 | Projected<br>Expenses<br>December to<br>June 2026 | FY 2026<br>Projected<br>Year End<br>Expense<br>Totals | FY 2026<br>Budget | Projected<br>Budget<br>Excess/<br>(Deficit) |
|-------------------------|--------------------------|-----------------------------------------------------------|---------------------------------------------------|-------------------------------------------------------|-------------------|---------------------------------------------|
| <b>BUDGETED FTE</b>     |                          | 9.50                                                      |                                                   |                                                       |                   |                                             |
| <b>A</b>                | <b>B</b>                 | <b>C</b>                                                  | <b>D</b>                                          | <b>E</b>                                              | <b>F</b>          |                                             |
| 61000 PERSONAL SERVICES |                          |                                                           |                                                   |                                                       |                   |                                             |
| 1                       | 61100 SALARIES           | \$ 228,836                                                | \$ 472,455                                        | \$ 701,291                                            | \$ 725,909        | \$ 24,618                                   |
| 2                       | 61102 OVERTIME           | 12,778                                                    | 10,864                                            | 23,642                                                | 27,460            | 3,818                                       |
| 3                       | 61400 BENEFITS           | 88,360                                                    | 175,866                                           | 264,226                                               | 275,916           | 11,690                                      |
| 4                       | TOTAL PERSONAL SERVICES  | 329,974                                                   | 659,185                                           | 989,159                                               | 1,029,285         | 40,126                                      |
| 5 62000 OPERATIONS      |                          |                                                           |                                                   |                                                       |                   |                                             |
| 6                       | 62100 CONTRACT           | 19,979                                                    | 35,984                                            | 55,963                                                | 59,634            | 3,671                                       |
| 7                       | 62200 SUPPLY             | 16,932                                                    | 7,122                                             | 24,054                                                | 29,008            | 4,954                                       |
| 8                       | 62300 COMMUNICATION      | 8,405                                                     | 46,461                                            | 54,866                                                | 52,213            | (2,653)                                     |
| 9                       | 62400 TRAVEL             | 8,051                                                     | 3,172                                             | 11,223                                                | 14,603            | 3,380                                       |
| 10                      | 62500 RENT               | 15,425                                                    | 3,221                                             | 18,646                                                | 19,104            | 458                                         |
| 11                      | 62600 UTILITIES          | -                                                         | 11                                                | 11                                                    | 110               | 99                                          |
| 12                      | 62700 REPAIR & MAINT     | 2,767                                                     | 1,016                                             | 3,783                                                 | 5,270             | 1,487                                       |
| 13                      | 62800 OTHER EXPENSES     | 7,133                                                     | 13,632                                            | 20,765                                                | 26,021            | 5,256                                       |
| 14                      | TOTAL OPERATIONS         | 78,692                                                    | 110,619                                           | 189,311                                               | 205,963           | 16,652                                      |
| 15                      | TOTAL EXPENDITURES       | \$ 408,666                                                | \$ 769,804                                        | \$ 1,178,470                                          | \$ 1,235,248      | \$ 56,778                                   |
| 16 BUDGETED FUNDS       |                          |                                                           |                                                   |                                                       |                   |                                             |
| 17                      | 02426 PER CAPITA FEE     | \$ 408,539                                                | \$ 762,276                                        | \$ 1,170,815                                          | \$ 1,227,593      | \$ 56,778                                   |
| 18                      | 02427 ANIMAL HEALTH FEES | 127                                                       | 7,528                                             | 7,655                                                 | 7,655             | -                                           |
| 19                      | TOTAL BUDGET FUNDING     | \$ 408,666                                                | \$ 769,804                                        | \$ 1,178,470                                          | \$ 1,235,248      | \$ 56,778                                   |

Due to the lag in timing that expenses are able to be posted to the accounting system, projected expenses are calculated using eight months to the end of the year instead of the anticipated seven months.

**MONTANA DEPARTMENT OF LIVESTOCK**  
**PROJECTED EXPENSE TO BUDGET COMPARISON REPORT**  
**NOVEMBER 30, 2025**

**DIVISION:** ANIMAL HEALTH DIVISION - STATE VETERINARIAN  
**PROGRAM:** DESIGNATED SURVEILLANCE AREA (DSA) & FEDERAL ANIMAL HEALTH DISEASE GRANTS

|                          |                              | Year-to-Date<br>Actual<br>Expenses<br>November<br>FY 2026 | Projected<br>Expenses<br>December to<br>June 2026 | FY 2026<br>Projected<br>Year End<br>Expense<br>Totals | FY 2026<br>Budget   | Projected<br>Budget<br>Excess/<br>(Deficit) |
|--------------------------|------------------------------|-----------------------------------------------------------|---------------------------------------------------|-------------------------------------------------------|---------------------|---------------------------------------------|
| <b>BUDGETED FTE</b>      |                              | 4.75                                                      |                                                   |                                                       |                     |                                             |
|                          | <b>A</b>                     | <b>B</b>                                                  | <b>C</b>                                          | <b>D</b>                                              | <b>E</b>            | <b>F</b>                                    |
| 61000 PERSONAL SERVICES  |                              |                                                           |                                                   |                                                       |                     |                                             |
| 1                        | 61100 SALARIES               | \$ 96,800                                                 | \$ 163,860                                        | \$ 260,660                                            | \$ 289,766          | \$ 29,106                                   |
| 2                        | 61102 OVERTIME               | 1,059                                                     | 1,434                                             | 2,493                                                 | 5,748               | 3,255                                       |
| 3                        | 61400 BENEFITS               | 40,197                                                    | 63,094                                            | 103,291                                               | 114,125             | 10,834                                      |
| 4                        | TOTAL PERSONAL SERVICES      | 138,056                                                   | 228,388                                           | 366,444                                               | 409,639             | 43,195                                      |
| 5 62000 OPERATIONS       |                              |                                                           |                                                   |                                                       |                     |                                             |
| 6                        | 62100 CONTRACT               | 361,756                                                   | 796,395                                           | 1,158,151                                             | 1,144,808           | (13,343)                                    |
| 7                        | 62200 SUPPLY                 | 12,473                                                    | 12,006                                            | 24,479                                                | 23,587              | (892)                                       |
| 8                        | 62300 COMMUNICATION          | 5,855                                                     | 5,152                                             | 11,007                                                | 8,809               | (2,198)                                     |
| 9                        | 62400 TRAVEL                 | 5,856                                                     | 3,477                                             | 9,333                                                 | 15,496              | 6,163                                       |
| 10                       | 62500 RENT                   | 5,519                                                     | 23,068                                            | 28,587                                                | 35,590              | 7,003                                       |
| 11                       | 62700 REPAIR & MAINT         | 7,018                                                     | 5,765                                             | 12,783                                                | 8,270               | (4,513)                                     |
| 12                       | 62800 OTHER EXPENSES         | 5,791                                                     | 40,932                                            | 46,723                                                | 52,309              | 5,586                                       |
| 13                       | TOTAL OPERATIONS             | 404,268                                                   | 886,795                                           | 1,291,063                                             | 1,288,869           | (2,194)                                     |
| 14 68000 TRANSFERS       |                              |                                                           |                                                   |                                                       |                     |                                             |
| 15                       | 68000 TRANSFERS              | 75,200                                                    | 164,800                                           | 240,000                                               | 240,000             | -                                           |
| 16                       | TOTAL TRANSFERS              | 75,200                                                    | 164,800                                           | 240,000                                               | 240,000             | -                                           |
| 17                       | <b>TOTAL EXPENDITURES</b>    | <b>\$ 617,524</b>                                         | <b>\$ 1,279,983</b>                               | <b>\$ 1,897,507</b>                                   | <b>\$ 1,938,508</b> | <b>\$ 41,001</b>                            |
| 18 <b>BUDGETED FUNDS</b> |                              |                                                           |                                                   |                                                       |                     |                                             |
| 19                       | 01100 GENERAL FUND           | \$ 306,139                                                | \$ 801,624                                        | \$ 1,107,763                                          | \$ 1,147,906        | \$ 40,143                                   |
| 20                       | 03427 FEDERAL UMBRELLA FFY24 | 311,162                                                   | 257,275                                           | 568,437                                               | 568,437             | -                                           |
| 21                       | 03427 FEDERAL UMBRELLA FFY25 | 223                                                       | 221,084                                           | 221,307                                               | 222,165             | 858                                         |
| 22                       | <b>TOTAL BUDGETED FUNDS</b>  | <b>\$ 617,524</b>                                         | <b>\$ 1,279,983</b>                               | <b>\$ 1,897,507</b>                                   | <b>\$ 1,938,508</b> | <b>\$ 41,001</b>                            |

Due to the lag in timing that expenses are able to be posted to the accounting system, projected expenses are calculated using eight months to the end of the year instead of the anticipated seven months.

**MONTANA DEPARTMENT OF LIVESTOCK**  
**PROJECTED EXPENSE TO BUDGET COMPARISON REPORT**  
**NOVEMBER 30, 2025**

**DIVISION:** ANIMAL HEALTH DIVISION  
**PROGRAM:** DIAGNOSTIC LABORATORY

|                                                  | Year-to Date<br>Actual<br>Expenses<br>FY 2026 | Projected<br>Expenses<br>December<br>2025<br>to June 2026 | FY 2026<br>Projected<br>Year End<br>Expense<br>Totals | FY 2026<br>Budget   | Projected<br>Excess/<br>(Deficit) |
|--------------------------------------------------|-----------------------------------------------|-----------------------------------------------------------|-------------------------------------------------------|---------------------|-----------------------------------|
| <b>BUDGETED FTE</b>                              | 22.01                                         |                                                           |                                                       |                     |                                   |
| <b>A</b>                                         | <b>B</b>                                      | <b>C</b>                                                  | <b>D</b>                                              | <b>E</b>            | <b>F</b>                          |
| <b>61000 PERSONAL SERVICES</b>                   |                                               |                                                           |                                                       |                     |                                   |
| <b>1</b> 61100 SALARIES                          | \$ 518,400                                    | \$ 971,253                                                | \$ 1,489,653                                          | \$ 1,513,217        | \$ 23,564                         |
| <b>2</b> 61102 OVERTIME                          | 16,710                                        | 56,100                                                    | 72,810                                                | 66,660              | (6,150)                           |
| <b>3</b> 61400 BENEFITS                          | 200,284                                       | 334,439                                                   | 534,723                                               | 533,341             | (1,382)                           |
| <b>4</b> TOTAL PERSONAL SERVICES                 | <u>735,394</u>                                | <u>1,361,792</u>                                          | <u>2,097,186</u>                                      | <u>2,113,218</u>    | <u>16,032</u>                     |
| <b>5</b>                                         |                                               |                                                           |                                                       |                     |                                   |
| <b>6 62000 OPERATIONS</b>                        |                                               |                                                           |                                                       |                     |                                   |
| <b>7</b> 62100 CONTRACT                          | 65,312                                        | 131,392                                                   | 196,704                                               | 206,859             | 10,155                            |
| <b>8</b> 62200 SUPPLY                            | 412,737                                       | 685,540                                                   | 1,098,277                                             | 1,030,724           | (67,553)                          |
| <b>9</b> 62300 COMMUNICATION                     | 12,691                                        | 18,262                                                    | 30,953                                                | 32,737              | 1,784                             |
| <b>10</b> 62400 TRAVEL                           | 5,677                                         | 5,576                                                     | 11,253                                                | 12,184              | 931                               |
| <b>11</b> 62500 RENT                             | 44,483                                        | 70,800                                                    | 115,283                                               | 120,285             | 5,002                             |
| <b>12</b> 62600 UTILITIES                        | 14,890                                        | 22,178                                                    | 37,068                                                | 54,141              | 17,073                            |
| <b>13</b> 62700 REPAIR & MAINT                   | 73,667                                        | 39,987                                                    | 113,654                                               | 97,185              | (16,469)                          |
| <b>14</b> 62800 OTHER EXPENSES                   | 49,233                                        | 43,043                                                    | 92,276                                                | 89,024              | (3,252)                           |
| <b>15</b> TOTAL OPERATIONS                       | <u>678,690</u>                                | <u>1,016,778</u>                                          | <u>1,695,468</u>                                      | <u>1,643,139</u>    | <u>(52,329)</u>                   |
| <b>16 63000 EQUIPMENT</b>                        |                                               |                                                           |                                                       |                     |                                   |
| <b>17</b> 63100 EQUIPMENT                        | -                                             | 19,967                                                    | 19,967                                                | 19,967              | -                                 |
| <b>18</b> TOTAL EQUIPMENT                        | <u>-</u>                                      | <u>19,967</u>                                             | <u>19,967</u>                                         | <u>19,967</u>       | <u>-</u>                          |
| <b>19 TOTAL EXPENDITURES</b>                     | <u>\$ 1,414,084</u>                           | <u>\$ 2,398,537</u>                                       | <u>\$ 3,812,621</u>                                   | <u>\$ 3,776,324</u> | <u>\$ (36,297)</u>                |
| <b>20</b>                                        |                                               |                                                           |                                                       |                     |                                   |
| <b>21 BUDGETED FUNDS</b>                         |                                               |                                                           |                                                       |                     |                                   |
| <b>22</b> 01100 GENERAL FUND                     | \$ 687,730                                    | \$ 603,226                                                | \$ 1,290,956                                          | \$ 1,290,956        | \$ -                              |
| <b>23</b> 02426 PER CAPITA FEE                   | -                                             | 852,882                                                   | 852,882                                               | 852,882             | -                                 |
| <b>24</b> 03673 FEDERAL ANIMAL HEALTH<br>DISEASE | -                                             | 21,729                                                    | 21,729                                                | 21,729              | -                                 |
| <b>25</b> 06026 DIAGNOSTIC LABORATORY FEES       | 726,354                                       | 920,700                                                   | 1,647,054                                             | 1,610,757           | (36,297)                          |
| <b>26 TOTAL BUDGETED FUNDS</b>                   | <u>\$ 1,414,084</u>                           | <u>\$ 2,398,537</u>                                       | <u>\$ 3,812,621</u>                                   | <u>\$ 3,776,324</u> | <u>\$ (36,297)</u>                |

Due to the lag in timing that expenses are able to be posted to the accounting system, projected expenses are calculated using eight months to the end of the year instead of the anticipated seven months.

**MONTANA DEPARTMENT OF LIVESTOCK**  
**PROJECTED EXPENSE TO BUDGET COMPARISON REPORT**  
**NOVEMBER 30, 2025**

**DIVISION:** MILK & EGG BUREAU  
**PROGRAM:** MILK AND EGG / SHIELDED EGG GRADING

|                                              | Year-to-Date<br>Actual<br>Expenses<br>November<br>FY 2026 | Projected<br>Expenses<br>December to<br>June 2026 | FY 2026<br>Projected<br>Year End<br>Expense<br>Totals | FY 2026<br>Budget | Projected<br>Excess/<br>(Deficit) |
|----------------------------------------------|-----------------------------------------------------------|---------------------------------------------------|-------------------------------------------------------|-------------------|-----------------------------------|
| <b>BUDGETED FTE</b>                          | 6.75                                                      |                                                   |                                                       |                   |                                   |
| <b>A</b>                                     | <b>B</b>                                                  | <b>C</b>                                          | <b>D</b>                                              | <b>E</b>          | <b>F</b>                          |
| <b>61000 PERSONAL SERVICES</b>               |                                                           |                                                   |                                                       |                   |                                   |
| <b>1</b> 61100 SALARIES                      | \$ 125,807                                                | \$ 198,661                                        | \$ 324,468                                            | \$ 388,731        | \$ 64,263                         |
| <b>2</b> 61200 OVERTIME                      | 5,744                                                     | 14,352                                            | 20,096                                                | 86,242            | 66,146                            |
| <b>3</b> 61400 BENEFITS                      | 53,041                                                    | 75,977                                            | 129,018                                               | 135,457           | 6,439                             |
| <b>4</b> TOTAL PERSONAL SERVICES             | <u>184,592</u>                                            | <u>288,990</u>                                    | <u>473,582</u>                                        | <u>610,430</u>    | <u>136,848</u>                    |
| <b>5 62000 OPERATIONS</b>                    |                                                           |                                                   |                                                       |                   |                                   |
| <b>6</b> 62100 CONTRACT                      | 33,140                                                    | 40,450                                            | 73,590                                                | 140,163           | 66,573                            |
| <b>7</b> 62200 SUPPLY                        | 10,303                                                    | 2,637                                             | 12,940                                                | 25,815            | 12,875                            |
| <b>8</b> 62300 COMMUNICATION                 | 2,017                                                     | 1,016                                             | 3,033                                                 | 20,814            | 17,781                            |
| <b>9</b> 62400 TRAVEL                        | 5,866                                                     | 7,063                                             | 12,929                                                | 2,652             | (10,277)                          |
| <b>10</b> 62500 RENT                         | 10,893                                                    | 13,641                                            | 24,534                                                | 19,549            | (4,985)                           |
| <b>11</b> 62700 REPAIR & MAINT               | -                                                         | 305                                               | 305                                                   | 4,460             | 4,155                             |
| <b>12</b> 62800 OTHER EXPENSES               | 5,758                                                     | 7,783                                             | 13,541                                                | 8,250             | (5,291)                           |
| <b>13</b> TOTAL OPERATIONS                   | <u>67,977</u>                                             | <u>72,895</u>                                     | <u>140,872</u>                                        | <u>221,703</u>    | <u>80,831</u>                     |
| <b>14 TOTAL EXPENDITURES</b>                 | <u>\$ 252,569</u>                                         | <u>\$ 361,885</u>                                 | <u>\$ 614,454</u>                                     | <u>\$ 832,133</u> | <u>\$ 217,679</u>                 |
| <b>15 BUDGETED FUNDS</b>                     |                                                           |                                                   |                                                       |                   |                                   |
| <b>16</b> 01100 GENERAL FUND                 | \$ 42,922                                                 | \$ 56,301                                         | \$ 99,223                                             | \$ 154,411        | \$ 55,188                         |
| <b>17</b> 02262 SHIELDED EGG GRADING FEES    | 108,719                                                   | 194,624                                           | 303,343                                               | 388,007           | 84,664                            |
| <b>18</b> 02701 MILK INSPECTION FEES         | 92,621                                                    | 98,992                                            | 191,613                                               | 271,496           | 79,883                            |
| <b>19</b> 03202 SHELL EGG FEDERAL INSPECTION | 8,307                                                     | 11,968                                            | 20,275                                                | 18,219            | (2,056)                           |
| <b>20 TOTAL BUDGET FUNDING</b>               | <u>\$ 252,569</u>                                         | <u>\$ 361,885</u>                                 | <u>\$ 614,454</u>                                     | <u>\$ 832,133</u> | <u>\$ 217,679</u>                 |

Due to the lag in timing that expenses are able to be posted to the accounting system, projected expenses are calculated using eight months to the end of the year instead of the anticipated seven months.

**MONTANA DEPARTMENT OF LIVESTOCK**  
**PROJECTED EXPENSE TO BUDGET COMPARISON REPORT**  
**NOVEMBER 30, 2025**

**DIVISION:** ANIMAL HEALTH DIVISION  
**PROGRAM:** MEAT INSPECTION

|  | Year-to-Date<br>Actual<br>Expenses<br>November<br>FY 2026 | Projected<br>Expenses<br>December to<br>June 2026 | FY 2026<br>Projected<br>Year End<br>Expense<br>Totals | FY 2026<br>Budget | Projected<br>Budget<br>Excess/<br>(Deficit) |
|--|-----------------------------------------------------------|---------------------------------------------------|-------------------------------------------------------|-------------------|---------------------------------------------|
|--|-----------------------------------------------------------|---------------------------------------------------|-------------------------------------------------------|-------------------|---------------------------------------------|

|                     |              |
|---------------------|--------------|
| <b>BUDGETED FTE</b> | <b>30.50</b> |
|---------------------|--------------|

|                         | A                               | B          | C            | D            | E            | F          |
|-------------------------|---------------------------------|------------|--------------|--------------|--------------|------------|
| 61000 PERSONAL SERVICES |                                 |            |              |              |              |            |
| 1                       | 61100 SALARIES                  | \$ 528,706 | \$ 981,783   | \$ 1,510,489 | \$ 1,524,659 | \$ 14,170  |
| 2                       | 61200 OVERTIME                  | 8,442      | 58,231       | 66,673       | 90,338       | 23,665     |
| 3                       | 61400 BENEFITS                  | 231,374    | 393,144      | 624,518      | 658,609      | 34,091     |
| 4                       | TOTAL PERSONAL SERVICES         | 768,522    | 1,433,158    | 2,201,680    | 2,273,606    | 71,926     |
| 5                       |                                 |            |              |              |              |            |
| 6 62000 OPERATIONS      |                                 |            |              |              |              |            |
| 7                       | 62100 CONTRACT                  | 32,245     | 75,110       | 107,355      | 105,484      | (1,871)    |
| 8                       | 62200 SUPPLY                    | 39,439     | 8,499        | 47,938       | 67,373       | 19,435     |
| 9                       | 62300 COMMUNICATION             | 12,241     | 14,383       | 26,624       | 25,317       | (1,307)    |
| 10                      | 62400 TRAVEL                    | 35,055     | 45,361       | 80,416       | 89,238       | 8,822      |
| 11                      | 62500 RENT                      | 75,135     | 171,495      | 246,630      | 237,544      | (9,086)    |
| 12                      | 62700 REPAIR & MAINT            | 1,125      | 6,165        | 7,290        | 7,888        | 598        |
| 13                      | 62800 OTHER EXPENSES            | 5,190      | 270,022      | 275,212      | 324,823      | 49,611     |
| 14                      | TOTAL OPERATIONS                | 200,430    | 591,035      | 791,465      | 857,667      | 66,202     |
| 15                      | TOTAL EXPENDITURES              | \$ 968,952 | \$ 2,024,193 | \$ 2,993,145 | \$ 3,131,273 | \$ 138,128 |
| 16                      |                                 |            |              |              |              |            |
| 17 BUDGETED FUNDS       |                                 |            |              |              |              |            |
| 18                      | 01100 GENERAL FUND              | \$ 498,050 | \$ 1,229,771 | \$ 1,727,821 | \$ 1,851,384 | \$ 123,563 |
| 19                      | 02427 ANIMAL HEALTH FEES        | -          | 9,575        | 9,575        | 24,140       | 14,565     |
| 20                      | 03209 MEAT & POULTRY INSPECTION | 470,902    | 784,847      | 1,255,749    | 1,255,749    | -          |
| 21                      | TOTAL BUDGET FUNDING            | \$ 968,952 | \$ 2,024,193 | \$ 2,993,145 | \$ 3,131,273 | \$ 138,128 |

Due to the lag in timing that expenses are able to be posted to the accounting system, projected expenses are calculated using eight months to the end of the year instead of the anticipated seven months.

**MONTANA DEPARTMENT OF LIVESTOCK**  
**PROJECTED EXPENSE TO BUDGET COMPARISON REPORT**  
**NOVEMBER 30, 2025**

**DIVISION:** BRANDS ENFORCEMENT  
**PROGRAM:** BRANDS ENFORCEMENT

|  | Year-to-Date<br>Actual<br>Expenses<br>November<br>FY 2026 | Projected<br>Expenses<br>December to<br>June 2026 | FY 2026<br>Projected<br>Year End<br>Expense<br>Totals | FY 2026<br>Budget | Projected<br>Budget<br>Excess/<br>(Deficit) |
|--|-----------------------------------------------------------|---------------------------------------------------|-------------------------------------------------------|-------------------|---------------------------------------------|
|--|-----------------------------------------------------------|---------------------------------------------------|-------------------------------------------------------|-------------------|---------------------------------------------|

|              |       |
|--------------|-------|
| BUDGETED FTE | 54.11 |
|--------------|-------|

|                                | A | B                   | C                   | D                   | E                   | F                 |
|--------------------------------|---|---------------------|---------------------|---------------------|---------------------|-------------------|
| 61000 PERSONAL SERVICES        |   |                     |                     |                     |                     |                   |
| 1 61100 SALARIES               |   | \$ 1,040,691        | \$ 1,723,084        | \$ 2,763,775        | \$ 2,896,595        | \$ 132,820        |
| 2 61200 OVERTIME               |   | 154,804             | 125,134             | 279,938             | 265,323             | (14,615)          |
| 3 61400 BENEFITS               |   | 486,889             | 695,934             | 1,182,823           | 1,217,197           | 34,374            |
| 4 TOTAL PERSONAL SERVICES      |   | <u>1,682,384</u>    | <u>2,544,152</u>    | <u>4,226,536</u>    | <u>4,379,115</u>    | <u>152,579</u>    |
| 5 62000 OPERATIONS             |   |                     |                     |                     |                     |                   |
| 6 62100 CONTRACT               |   | 52,797              | 87,149              | 139,946             | 140,909             | 963               |
| 7 62200 SUPPLY                 |   | 101,180             | 20,023              | 121,203             | 104,486             | (16,717)          |
| 8 62300 COMMUNICATION          |   | 35,972              | 73,817              | 109,789             | 111,717             | 1,928             |
| 9 62400 TRAVEL                 |   | 15,165              | 31,831              | 46,996              | 50,814              | 3,818             |
| 10 62500 RENT                  |   | 82,824              | 156,945             | 239,769             | 242,968             | 3,199             |
| 11 62600 UTILITIES             |   | 15,000              | -                   | 15,000              | 14,641              | (359)             |
| 12 62700 REPAIR & MAINT        |   | 44,056              | 86,508              | 130,564             | 99,627              | (30,937)          |
| 13 62800 OTHER EXPENSES        |   | 24,321              | 29,013              | 53,334              | 48,148              | (5,186)           |
| 14 TOTAL OPERATIONS            |   | <u>371,315</u>      | <u>485,286</u>      | <u>856,601</u>      | <u>813,310</u>      | <u>(43,291)</u>   |
| 15 TOTAL EXPENDITURES          |   | <u>\$ 2,053,699</u> | <u>\$ 3,029,438</u> | <u>\$ 5,083,137</u> | <u>\$ 5,192,425</u> | <u>\$ 109,288</u> |
| 16                             |   |                     |                     |                     |                     |                   |
| 17 BUDGETED FUNDS              |   |                     |                     |                     |                     |                   |
| 18 02425 BRAND INSPECTION FEES |   | \$ 2,053,699        | \$ 1,597,998        | \$ 3,651,697        | \$ 3,651,697        | \$ -              |
| 19 02426 PER CAPITA FEES       |   | -                   | 1,431,440           | 1,431,440           | 1,540,728           | 109,288           |
| 20 TOTAL BUDGET FUNDING        |   | <u>\$ 2,053,699</u> | <u>\$ 3,029,438</u> | <u>\$ 5,083,137</u> | <u>\$ 5,192,425</u> | <u>\$ 109,288</u> |

Due to the lag in timing that expenses are able to be posted to the accounting system, projected expenses are calculated using eight months to the end of the year instead of the anticipated seven months.

**MONTANA DEPARTMENT OF LIVESTOCK  
EXPENSE COMPARISON REPORT  
NOVEMBER 30, 2025**

**MONTANA DEPARTMENT OF LIVESTOCK  
BUDGETARY EXPENSE COMPARISON REPORT  
NOVEMBER 30, 2025**

**DIVISION: DEPARTMENT OF LIVESTOCK  
PROGRAM: DEPARTMENT OF LIVESTOCK**

| BUDGET TO ACTUAL<br>EXPENSE COMPARISON<br>REPORT |                                     |                   | Year-to-Date        |                     | Same Period                |               | Balance of<br>Budget<br>Available |
|--------------------------------------------------|-------------------------------------|-------------------|---------------------|---------------------|----------------------------|---------------|-----------------------------------|
|                                                  |                                     |                   | Actual Expenses     | Prior Year          | Actual Expenses            |               |                                   |
|                                                  |                                     | FY 2026<br>Budget | November<br>FY 2026 | November<br>FY 2025 | Year to Year<br>Comparison |               |                                   |
|                                                  | BUDGETED FTE                        | 144.62            |                     |                     |                            |               |                                   |
|                                                  | A                                   | B                 | C                   | D                   | E                          | F             |                                   |
| 61000 PERSONAL SERVICES                          |                                     |                   |                     |                     |                            |               |                                   |
| 1                                                | 61100 SALARIES                      | \$ 8,556,601      | \$ 2,993,742        | \$ 3,062,650        | \$ (68,908)                | \$ 5,562,859  |                                   |
| 2                                                | 61200 OVERTIME                      | 571,118           | 209,096             | 203,077             | 6,019                      | 362,022       |                                   |
| 3                                                | 61300 OTHER/PER DIEM                | 11,200            | 2,800               | 3,800               | (1,000)                    | 8,400         |                                   |
| 4                                                | 61400 BENEFITS                      | 3,392,428         | 1,267,316           | 1,261,778           | 5,538                      | 2,125,112     |                                   |
| 5                                                | TOTAL PERSONAL SERVICES             | 12,531,347        | 4,472,954           | 4,531,305           | (58,351)                   | 8,058,393     |                                   |
| 6 62000 OPERATIONS                               |                                     |                   |                     |                     |                            |               |                                   |
| 7                                                | 62100 CONTRACT                      | 1,961,076         | 662,418             | 528,662             | 133,756                    | 1,298,658     |                                   |
| 8                                                | 62200 SUPPLY                        | 1,437,500         | 666,403             | 662,450             | 3,953                      | 771,097       |                                   |
| 9                                                | 62300 COMMUNICATION                 | 325,414           | 96,689              | 133,425             | (36,736)                   | 228,725       |                                   |
| 10                                               | 62400 TRAVEL                        | 222,179           | 84,931              | 72,577              | 12,354                     | 137,248       |                                   |
| 11                                               | 62500 RENT                          | 989,587           | 308,651             | 319,503             | (10,852)                   | 680,936       |                                   |
| 12                                               | 62600 UTILITIES                     | 68,892            | 29,890              | 20,960              | 8,930                      | 39,002        |                                   |
| 13                                               | 62700 REPAIR & MAINT                | 225,012           | 128,633             | 93,820              | 34,813                     | 96,379        |                                   |
| 14                                               | 62800 OTHER EXPENSES                | 595,123           | 114,843             | 136,647             | (21,804)                   | 480,280       |                                   |
| 15                                               | TOTAL OPERATIONS                    | 5,824,783         | 2,092,458           | 1,968,044           | 124,414                    | 3,732,325     |                                   |
| 16 63000 EQUIPMENT                               |                                     |                   |                     |                     |                            |               |                                   |
| 17                                               | 63100 EQUIPMENT                     | 19,967            | -                   | -                   | -                          | 19,967        |                                   |
| 18                                               | TOTAL EQUIPMENT                     | 19,967            | -                   | -                   | -                          | 19,967        |                                   |
| 20 67000 CLAIMS                                  |                                     |                   |                     |                     |                            |               |                                   |
| 21                                               | 67200 DEPREDAATION REMIDIATION      | 150,000           | 161,952             | 150,602             | 11,350                     | (11,952)      |                                   |
| 22                                               | TOTAL CLAIMS                        | 150,000           | 161,952             | 150,602             | 11,350                     | (11,952)      |                                   |
| 23 68000 TRANSFERS                               |                                     |                   |                     |                     |                            |               |                                   |
| 24                                               | 68000 TRANSFERS                     | 409,488           | 102,802             | 18,798              | 84,004                     | 306,686       |                                   |
| 25                                               | TOTAL TRANSFERS                     | 409,488           | 102,802             | 18,798              | 84,004                     | 306,686       |                                   |
| 26                                               | TOTAL                               | \$ 18,935,585     | \$ 6,830,166        | \$ 6,668,749        | \$ 161,417                 | \$ 12,105,419 |                                   |
| 27 BUDGETED FUNDS                                |                                     |                   |                     |                     |                            |               |                                   |
| 28                                               | 01100 GENDERAL FUND                 | \$ 4,751,034      | \$ 1,715,084        | \$ 2,042,748        | \$ (327,664)               | \$ 3,035,950  |                                   |
| 29                                               | 02262 SHIELDED EGG GRADING FEES     | 388,007           | 108,719             | 105,014             | 3,705                      | 279,288       |                                   |
| 30                                               | 02425 BRAND INSPECTION FEES         | 3,651,697         | 2,053,699           | 2,001,851           | 51,848                     | 1,597,998     |                                   |
| 31                                               | 02426 PER CAPITA FEE                | 5,898,661         | 1,258,340           | 1,203,100           | 55,240                     | 4,640,321     |                                   |
| 32                                               | 02427 ANIMAL HEALTH                 | 31,795            | 127                 | -                   | 127                        | 31,668        |                                   |
| 33                                               | 02701 MILK INSPECTION FEES          | 271,496           | 92,621              | 113,240             | (20,619)                   | 178,875       |                                   |
| 34                                               | 02817 MILK CONTROL                  | 245,839           | 84,628              | 83,618              | 1,010                      | 161,211       |                                   |
| 35                                               | 03209 MEAT & POULTRY INSPECTION-FED | 1,255,749         | 470,902             | 31,728              | 439,174                    | 784,847       |                                   |
| 36                                               | 03032 SHELL EGG FEDERAL INSPECTION  | 18,219            | 8,307               | 10,381              | (2,074)                    | 9,912         |                                   |
| 37                                               | 03427 FEDERAL UMBRELLA FFY24        | 568,437           | 311,162             | 267,268             | 43,894                     | 257,275       |                                   |
| 38                                               | 03427 FEDERAL UMBRELLA FFY25        | 222,165           | 223                 | -                   | 223                        | 221,942       |                                   |
| 39                                               | 03673 FEDERAL ANIMAL HEALTH DISEASE | 21,729            | -                   | -                   | -                          | 21,729        |                                   |
| 40                                               | 06026 DIAGNOSTIC LABORATORY FEES    | 1,610,757         | 726,354             | 809,801             | (83,447)                   | 884,403       |                                   |
| 41                                               | TOTAL BUDGET FUNDING                | \$ 18,935,585     | \$ 6,830,166        | \$ 6,668,749        | \$ 161,417                 | \$ 12,105,419 |                                   |

The Department of Livestock is budgeted for \$18,935,585 and 144.62 FTE in FY 2026. Personal services budget is 36% expended with 38% of payrolls complete. Personal services expended as of November 2025 was \$58,351 lower than November 2024. Operations are 36% expended with 34% of the budget year lapsed. Operation expenses as of November 2025 were \$124,414 higher than November 2024. Overall, Department of Livestock total expenditures were \$161,417 higher than the same period last year. As of November 30, 2025, 36% of the department's budget has been expended.

The Department had employee termination payouts of \$26,537 and \$295,654 for the period ending November 30, 2025 and November 30, 2024, respectively.

**MONTANA DEPARTMENT OF LIVESTOCK  
BUDGETARY EXPENSE COMPARISON REPORT  
NOVEMBER 30, 2025**

**DIVISION: DEPARTMENT OF LIVESTOCK**

**PROGRAM: STATUTORY APPROPRIATIONS / BUDGET AMENMENTS / HOUSEBILL 10**

| BUDGET TO ACTUAL EXPENSE<br>COMPARISON REPORT | FY 2026<br>Budget | Year-to-Date<br>Actual Expenses<br>November<br>FY 2026 | Same Period<br>Prior Year Actual<br>Expenses<br>November<br>FY 2025 | Year to Year<br>Comparison | Balance of Budget<br>Available |
|-----------------------------------------------|-------------------|--------------------------------------------------------|---------------------------------------------------------------------|----------------------------|--------------------------------|
|                                               |                   |                                                        |                                                                     |                            |                                |

**STATUTORY APPROPRIATED, BUDGET AMENDED, HOUSEBILL 10 AND ONE TIME ONLY EXPENDITURES**

|                                                                                           | A  | B         | C            | D            | E           | F            |
|-------------------------------------------------------------------------------------------|----|-----------|--------------|--------------|-------------|--------------|
| 61000 PERSONAL SERVICES                                                                   |    |           |              |              |             |              |
| 1 61100 SALARIES                                                                          | \$ | 84,229    | \$ -         | \$ 10,247    | \$ (10,247) | \$ 84,229    |
| 2 61400 BENEFITS                                                                          |    | 33,389    | -            | 7,346        | (7,346)     | 33,389       |
| 3 TOTAL PERSONAL SERVICES                                                                 |    | 117,618   | -            | 17,593       | (17,593)    | 117,618      |
| 4 62000 OPERATIONS                                                                        |    |           |              |              |             |              |
| 5 62100 CONTRACT                                                                          |    | 1,008,071 | 792,136      | 857,379      | (65,243)    | 215,935      |
| 6 62200 SUPPLY                                                                            |    | 84,254    | 67,313       | 1,145        | 66,168      | 16,941       |
| 7 62300 COMMUNICATION                                                                     |    | -         | 857          | 3,521        | (2,664)     | (857)        |
| 8 62400 TRAVEL                                                                            |    | 54,351    | 4,522        | 3,555        | 967         | 49,829       |
| 9 62500 RENT                                                                              |    | -         | -            | -            | -           | -            |
| 10 62700 REPAIR & MAINT                                                                   |    | 35,250    | (6,373)      | 9,000        | (15,373)    | 41,623       |
| 11 62800 OTHER EXPENSES                                                                   |    | 24,479    | 40,319       | 2,244        | 38,075      | (15,840)     |
| 12 TOTAL OPERATIONS                                                                       |    | 1,206,405 | 898,774      | 876,844      | 21,930      | 307,631      |
| 13 63000 EQUIPMENT                                                                        |    |           |              |              |             |              |
| 14 63100 EQUIPMENT                                                                        |    | 1,013,726 | 190,769      | -            | 190,769     | 822,957      |
| 15 63400 INTANGIBLE ASSETS                                                                |    | 395,152   | 75,232       | -            | 75,232      | 319,920      |
| 16 64100 CAPITAL OUTLAY                                                                   |    | 548,748   | -            | -            | -           | 548,748      |
| 17 TOTAL EQUIPMENT                                                                        |    | 1,957,626 | 266,001      | -            | 266,001     | 1,691,625    |
| 18 66000 GRANTS                                                                           |    |           |              |              |             |              |
| 19 66100 FROM STATE SOURCES                                                               |    | 220,000   | 216,336      | 126,730      | 89,606      | 3,664        |
| 20 TOTAL GRANTS                                                                           |    | 220,000   | 216,336      | 126,730      | 89,606      | 3,664        |
| 21 67000 CLAIMS                                                                           |    |           |              |              |             |              |
| 22 67200 DEPREDEATION REMIDIATION                                                         |    | 300,000   | -            | -            | -           | 300,000      |
| 23 TOTAL CLAIMS                                                                           |    | 310,000   | -            | -            | -           | 310,000      |
| 24 TOTAL EXPENDITURES                                                                     | \$ | 3,811,649 | \$ 1,381,111 | \$ 1,021,167 | \$ 359,944  | \$ 2,430,538 |
| 25 <b>STATUTORY APPROPRIATED (SA) :: BUDGET AMENDED (BA) FUNDS :: HOUSEBILL 10 (HB10)</b> |    |           |              |              |             |              |
| 26 01100 GENERAL FUND (OTO)                                                               | \$ | 200,400   | \$ -         | \$ -         | \$ -        | \$ 200,400   |
| 27 02117 PREDATOR ANIMAL CONTROL (SA)                                                     |    | 575,000   | 562,505      | 575,000      | (12,495)    | 12,495       |
| 28 02124 LIVESTOCK LOSS REMEDIATION (SA)                                                  |    | 300,000   | -            | -            | -           | 300,000      |
| 29 02125 LIVESTOCK LOSS REDUCTION (SA)                                                    |    | 353,500   | 311,439      | 242,563      | 68,876      | 42,061       |
| 30 02136 WOLF MITIGATION DONATIONS (SA)                                                   |    | 133,600   | 133,469      | 125,915      | 7,554       | 131          |
| 31 02426 PER CAPITA FEE (HB10)                                                            |    | 395,152   | 75,232       | -            | 75,232      | 319,920      |
| 32 02426 PER CAPITA FEE (OTO)                                                             |    | 863,048   | -            | -            | -           | 863,048      |
| 33 02980 INDEMNITY FUND (SA)                                                              |    | 10,000    | -            | -            | -           | 10,000       |
| 34 03032 MILK INSPECTION EQUIPMENT                                                        |    | 28,184    | -            | -            | -           | 28,184       |
| 35 03427 SWINE SHIP (BA)                                                                  |    | 12,960    | 2,309        | -            | 2,309       | 10,651       |
| 36 03427 FAD OUTBREAK (BA)                                                                |    | 78,178    | 1,369        | 2,114        | (745)       | 76,809       |
| 37 03427 HPPI EMERGENCY PREPERADNESS                                                      |    | 2,392     | 236          | 800          | (564)       | 2,156        |
| 39 03673 NAHLN (LIMS IMPROVEMENT)                                                         |    | 38,700    | -            | -            | -           | 38,700       |
| 38 03673 NAHLN ARP AWARD (BA)                                                             |    | 442,371   | 190,769      | -            | 190,769     | 251,602      |
| 39 03673 NAHLN ARP (BA)                                                                   |    | 278,950   | 102,393      | -            | 102,393     | 176,557      |
| 41 03710 ANIMAL DISEASE TRACEABILITY 3/31/26 (BA)                                         |    | 99,214    | 1,390        | 74,775       | (73,385)    | 97,824       |
| 40 TOTAL SA, BA AND HB10 FUNDING                                                          | \$ | 3,811,649 | \$ 1,381,111 | \$ 1,021,167 | \$ 359,944  | \$ 2,430,538 |

**MONTANA DEPARTMENT OF LIVESTOCK  
BUDGETARY EXPENSE COMPARISON REPORT NOTES  
NOVEMBER 30, 2025**

**DIVISION: DEPARTMENT OF LIVESTOCK**

**PROGRAM: STATUTORY APPROPRIATIONS / BUDGET AMENMENTS / HOUSEBILL 10 / ONE TIME ONLY**

**NOTES TO THE BUDGETARY EXPENSES COMPARISON REPORT FOR STATUTORY APPROPRIATIONS, BUDGET AMENDMENTS,  
HOUSE BILL 10 NOTES AND ONE TIME ONLY FUNDING**

2025 Legislation authorized the diagnostic laboratory one-time-only budget authority for the purchase of laboratory diagnostic equipment for the milk lab in the amount of \$200,400 to be paid with general fund.

Predator animal control is funded with a transfer of per capita fees monies to the fund. The department has paid three counties \$41,290 and Wildlife Services \$523,710. The three counties do not have a cooperative agreement with Wildlife Services for predator control.

The Livestock Loss Board is statutorily budgeted with \$300,000 for livestock depredation loss remediation. Because the Livestock Loss Board has House Bill 02 authority for livestock depredation loss claims, it has not paid claims from the Statutory Appropriations fund 02124. From the total amount budgeted for depredation claims of \$450,000 in House Bill 02 and Statutory Appropriations, LLB has expended \$161,952 or 36% of the total depredation claims budgets, account 67200. In FY 2025, LLB paid \$150,602 for depredation claims as of November 30, 2024 or \$11,350 less than the current year.

The Livestock Loss Board is statutorily budgeted with \$353,500 for livestock depredation reductions grants. As of November 30, 2025 the Board has spend \$216,336 on livestock depredations reductions grants in FY 2026.

The Wolf Mitigation Donations fund is funded with donations, mostly from hunters and anglers, while purchasing hunting and fishing licenses. The Department collected \$125,364 and \$114,370 in FY 2025 and FY 2024, respectively, and paid those amounts to Wildlife Services in FY 2026 and FY 2025, respectively. The Department has an MOU with Wildlife Services for the monitoring and removal of wolves.

Housebill 10 authority is for new information technology projects. The 2023 legislation approved HB10 authority for \$1,000,000 of per capita fee for software development. The Department expended \$375,000 in FY 2024. While there is no end date to HB10 authority, DOA monitors the progress of IT projects to ensure that agencies are developing the projects in a timely manner. The department requests authority as needed to pay for work performed on the software development. As of November 30, 2025, the department has requested an additional \$395,152 in HB10 budget authority in FY 2025 and has spent \$75,232 of the requested FY 2025 HB10 authority. Department has two HB10 projects currently in process. There is \$425,000 budgeted for the Animal Health System Replacement and \$125,000 for the Brands Snowflake system.

2025 Legislation authorized the diagnostic laboratory one-time-only budget authority for the purchase of laboratory diagnostic equipment and capital outlay to complete the new diagnostic laboratory in the amount of \$863,048 to be paid with per capita fee.

81-2-203 MCA created a statutory indemnity special revenue fund for compensation of animals for slaughter due to disease under the direction of the Department as per 81-2-201 MCA. The Department may transfer \$10,000 per year to the fund. Unspent monies are carried forward to subsequent years until the fund accumulates \$100,000 of transferred funds. Payments are limited to the cash balance in the fund after the annual transfer. There is a cash balance in the indemnity fund of \$24,924 as of November 30, 2025. The cash is invested in STIP has earned \$161 in interest since the fund was created.

The Department has two federal milk inspection grants. The first federal grant is for milk inspection for High Path Avian Influenza testing personal protection equipment. The amount of the grant is \$15,224. The second federal grant is for two milk inspectors to attend training at two out of state training seminars and for one milk inspection employee to attend two out of state conferences. The amount of the grant is \$14,589.

The Animal Health Bureau receives federal funding for animal disease monitoring and eradication. Unspent federal money at State Fiscal Year (SFY) end is carried over to the next SFY. The Department received \$12,960 from APHIS USDA for Swine SHIP expenses. The Department has spent \$2,309 of the award as of November 30, 2025. The Department received \$88,567 from APHIS USDA for Swine SHIP expenses. The Department spent \$10,389 of the grant in FY 2025. The Department has spent \$11,758 of the award as of November 30, 2025. The Department received \$4,120 from APHIS USDA for Swine SHIP expenses. The Department spent \$1,728 of the grant in FY 2025. The Department has spent \$1,964 of the award as of November 30, 2025.

The Diagnostic Laboratory was awarded \$1,000,000 from the American Rescue Plan (ARP) through USDA, APHIS. This grant is a sub-award through the Colorado State University. This grant is to purchase equipment for the Diagnostic Laboratory including the incinerator for the new lab building. The Department spent \$557,629 in FY2025 leaving \$442,371 for FY2026. As of November 30, 2025, the lab has spent \$748,398 of the APHIS ARP grant. MVDL has until May 31, 2026 to spend the grant funding

In FY 2025, the Diagnostic Laboratory was awarded \$278,950 from the National Animal Health Laboratory Network (NAHLN) through USDA, APHIS. This grant is to purchase testing supplies, travel, maintenance contracts and laboratory equipment for the Diagnostic Laboratory. MVDL has until May 31, 2026 to spend the grant funding.

**MONTANA DEPARTMENT OF LIVESTOCK**  
**BUDGETARY EXPENSE COMPARISON REPORT**  
**NOVEMBER 30, 2025**

**DIVISION:** CENTRALIZED SERVICES  
**PROGRAM:** CENTRAL SERVICES AND BOARD OF LIVESTOCK

| BUDGET TO ACTUAL<br>EXPENSE COMPARISON<br>REPORT         |                                      | FY 2026<br>Budget | Year-to-Date Actual<br>Expenses<br>November<br>FY 2026 | Same Period Prior<br>Year Actual<br>Expenses<br>November<br>FY 2025 | Year to Year<br>Comparison | Balance of Budget<br>Available |
|----------------------------------------------------------|--------------------------------------|-------------------|--------------------------------------------------------|---------------------------------------------------------------------|----------------------------|--------------------------------|
|                                                          |                                      |                   |                                                        |                                                                     |                            |                                |
| BUDGETED FT                                              |                                      | 14.00             |                                                        |                                                                     |                            |                                |
| <b>A</b>                                                 | <b>B</b>                             | <b>C</b>          | <b>D</b>                                               | <b>E</b>                                                            | <b>F</b>                   |                                |
| 61000 PERSONAL SERVICES                                  |                                      |                   |                                                        |                                                                     |                            |                                |
| 1                                                        | 61100 SALARIES                       | \$ 1,000,599      | \$ 391,244                                             | \$ 395,278                                                          | \$ (4,034)                 | \$ 609,355                     |
| 2                                                        | 61104 OVERTIME                       | 26,073            | 8,367                                                  | 9,058                                                               | (691)                      | 17,706                         |
| 3                                                        | 61300 OTHER/PER DIEM                 | 8,200             | 2,400                                                  | 3,300                                                               | (900)                      | 5,800                          |
| 4                                                        | 61400 BENEFITS                       | 381,919           | 143,398                                                | 144,398                                                             | (1,000)                    | 238,521                        |
| 5                                                        | TOTAL PERSONAL SERVICES              | 1,416,791         | 545,409                                                | 552,034                                                             | (6,625)                    | 871,382                        |
| 62000 OPERATIONS                                         |                                      |                   |                                                        |                                                                     |                            |                                |
| 7                                                        | 62100 CONTRACT                       | 114,250           | 95,649                                                 | 33,512                                                              | 62,137                     | 18,601                         |
| 8                                                        | 62200 SUPPLY                         | 143,889           | 69,207                                                 | 49,984                                                              | 19,223                     | 74,682                         |
| 9                                                        | 62300 COMMUNICATION                  | 60,556            | 17,677                                                 | 18,995                                                              | (1,318)                    | 42,879                         |
| 10                                                       | 62400 TRAVEL                         | 33,210            | 8,560                                                  | 7,561                                                               | 999                        | 24,650                         |
| 11                                                       | 62500 RENT                           | 301,609           | 69,782                                                 | 67,552                                                              | 2,230                      | 231,827                        |
| 12                                                       | 62700 REPAIR & MAINT                 | 1,704             | -                                                      | 1,712                                                               | (1,712)                    | 1,704                          |
| 13                                                       | 62800 OTHER EXPENSES                 | 35,961            | 15,915                                                 | 7,428                                                               | 8,487                      | 20,046                         |
| 14                                                       | TOTAL OPERATIONS                     | 691,179           | 276,790                                                | 186,744                                                             | 90,046                     | 414,389                        |
| 68000 TRANSFERS                                          |                                      |                   |                                                        |                                                                     |                            |                                |
| 16                                                       | 68000 TRANSFERS                      | 169,488           | 27,602                                                 | 18,798                                                              | 8,804                      | 141,886                        |
| 17                                                       | TOTAL TRANSFERS                      | 169,488           | 27,602                                                 | 18,798                                                              | 8,804                      | 141,886                        |
| 18                                                       | TOTAL EXPENDITURES                   | \$ 2,277,458      | \$ 849,801                                             | \$ 757,576                                                          | \$ 92,225                  | \$ 1,427,657                   |
| 19 BUDGETED FUNDS                                        |                                      |                   |                                                        |                                                                     |                            |                                |
| 20                                                       | 02426 PER CAPITA                     | \$ 2,277,458      | \$ 849,801                                             | \$ 757,576                                                          | \$ 92,225                  | \$ 1,427,657                   |
| 21                                                       | TOTAL BUDGETED FUNDS                 | \$ 2,277,458      | \$ 849,801                                             | \$ 757,576                                                          | \$ 92,225                  | \$ 1,427,657                   |
| 22 STATUTORY APPROPRIATIONS (SA) AND HOUSEBILL 10 (HB10) |                                      |                   |                                                        |                                                                     |                            |                                |
| 23 62000 OPERATIONS                                      |                                      |                   |                                                        |                                                                     |                            |                                |
| 24                                                       | 62100 CONTRACT                       | \$ 708,600        | \$ 695,974                                             | \$ 700,915                                                          | \$ (4,941)                 | \$ 12,626                      |
| 25                                                       | TOTAL OPERATIONS                     | 708,600           | 695,974                                                | 700,915                                                             | (4,941)                    | 12,626                         |
| 26 63000 CAPITAL ASSETS                                  |                                      |                   |                                                        |                                                                     |                            |                                |
| 27                                                       | 63400 INTANGIBLE ASSETS              | 395,152           | 75,232                                                 | -                                                                   | 75,232                     | 319,920                        |
| 28                                                       | TOTAL CAPITAL ASSETS                 | 395,152           | 75,232                                                 | -                                                                   | 75,232                     | 319,920                        |
| 29                                                       | TOTAL EXPENDITURES                   | \$ 1,103,752      | \$ 771,206                                             | \$ 700,915                                                          | \$ 70,291                  | \$ 332,546                     |
| 30 SA FUNDS AND HB10 FUNDS                               |                                      |                   |                                                        |                                                                     |                            |                                |
| 31                                                       | 02117 PREDATOR ANIMAL CONTROL (SA)   | \$ 575,000        | \$ 562,505                                             | \$ 575,000                                                          | \$ (12,495)                | \$ 12,495                      |
| 32                                                       | 02136 WOLF MITIGATION DONATIONS (SA) | 133,600           | 133,469                                                | 125,915                                                             | 7,554                      | 131                            |
| 33                                                       | 02426 PER CAPITA (HB10)              | 395,152           | 75,232                                                 | -                                                                   | 75,232                     | 319,920                        |
| 34                                                       | TOTAL SA AND HB10 FUNDING            | \$ 1,103,752      | \$ 771,206                                             | \$ 700,915                                                          | \$ 70,291                  | \$ 332,546                     |

Central Services And Board Of Livestock is budgeted \$2,277,458 and 14.00 FTE in FY 2026 and is funded with per capita fees. Personal services budget is 38% expended with 38% of payrolls complete. The personal services expended through November 2025 was \$6,625 lower than November 2024. Operating expenses are 40% expended as of November 2025 and were \$90,046 higher than November 2024. Overall, CSD total expenditures were \$92,225 higher than the same period last year. As of November 30, 2025, CSD has expended 37% of the its budget.

Predator animal control is funded with a transfer of per capita fees monies to the fund. The department has paid three counties \$41,290 and Wildlife Services \$523,710. The three counties do not have a cooperative agreement with Wildlife Services for predator control.

The Wolf Mitigation Donations fund is funded with donations, mostly from hunters and anglers, while purchasing hunting and fishing licenses. The Department collected \$125,364 and \$114,370 in FY 2025 and FY 2024, respectively, and paid those amounts to Wildlife Services in FY 2026 and FY 2025, respectively. The Department has an MOU with Wildlife Services for the monitoring and removal of wolves.

**MONTANA DEPARTMENT OF LIVESTOCK  
BUDGETARY EXPENSE COMPARISON REPORT  
NOVEMBER 30, 2025**

**DIVISION:** CENTRALIZED SERVICES  
**PROGRAM:** LIVESTOCK LOSS BOARD

**BUDGET TO ACTUAL EXPENSE COMPARISON  
REPORT**

|                                                             |              | FY 2026<br>Budget | Year-to-Date Actual<br>Expenses November<br>FY 2026 | Same Period Prior<br>Year Actual Expenses<br>November<br>FY 2025 | Year to Year<br>Comparison | Balance of Budget<br>Available |
|-------------------------------------------------------------|--------------|-------------------|-----------------------------------------------------|------------------------------------------------------------------|----------------------------|--------------------------------|
|                                                             | BUDGETED FTE | 1.00              |                                                     |                                                                  |                            |                                |
|                                                             | A            | B                 | C                                                   | D                                                                | E                          | F                              |
| 61000 PERSONAL SERVICES                                     |              |                   |                                                     |                                                                  |                            |                                |
| 1 61100 SALARIES                                            | \$           | 84,414            | \$ 9,545                                            | \$ 52,147                                                        | \$ (42,602)                | \$ 74,869                      |
| 2 61300 OTHER/PER DIEM                                      |              | 1,500             | -                                                   | -                                                                | -                          | 1,500                          |
| 3 61400 BENEFITS                                            |              | 27,661            | 3,330                                               | 14,682                                                           | (11,352)                   | 24,331                         |
| 4 TOTAL PERSONAL SERVICES                                   |              | 113,575           | 12,875                                              | 66,829                                                           | (53,954)                   | 100,700                        |
| 5 62000 OPERATIONS                                          |              |                   |                                                     |                                                                  |                            |                                |
| 6 62100 CONTRACT                                            |              | 18,164            | 513                                                 | 596                                                              | (83)                       | 17,651                         |
| 7 62200 SUPPLY                                              |              | 4,851             | 1,382                                               | 572                                                              | 810                        | 3,469                          |
| 8 62300 COMMUNICATION                                       |              | 7,343             | 687                                                 | 1,409                                                            | (722)                      | 6,656                          |
| 9 62400 TRAVEL                                              |              | 3,308             | 701                                                 | -                                                                | 701                        | 2,607                          |
| 10 62500 RENT                                               |              | 3,621             | 1,466                                               | 1,424                                                            | 42                         | 2,155                          |
| 11 62700 REPAIR & MAINT                                     |              | 408               | -                                                   | 157                                                              | (157)                      | 408                            |
| 12 62800 OTHER EXPENSES                                     |              | 5,107             | 667                                                 | 733                                                              | (66)                       | 4,440                          |
| 13 TOTAL OPERATIONS                                         |              | 42,802            | 5,416                                               | 4,891                                                            | 525                        | 37,386                         |
| 14 67000 BENEFITS AND CLAIMS                                |              |                   |                                                     |                                                                  |                            |                                |
| 15 67200 DEPREDEATION REMEDIATION                           |              | 150,000           | 161,952                                             | 150,602                                                          | 11,350                     | (11,952)                       |
| 16 TOTAL CLAIMS                                             |              | 150,000           | 161,952                                             | 150,602                                                          | 11,350                     | (11,952)                       |
| 17 TOTAL EXPENDITURES                                       | \$           | 306,377           | \$ 180,243                                          | \$ 222,322                                                       | \$ (42,079)                | \$ 126,134                     |
| 18                                                          |              |                   |                                                     |                                                                  |                            |                                |
| 19 BUDGETED FUNDS                                           |              |                   |                                                     |                                                                  |                            |                                |
| 20 01100 GENERAL FUND                                       | \$           | 306,377           | \$ 180,243                                          | \$ 222,322                                                       | \$ (42,079)                | \$ 126,134                     |
| 21 TOTAL BUDGETED FUNDS                                     | \$           | 306,377           | \$ 180,243                                          | \$ 222,322                                                       | \$ (42,079)                | \$ 126,134                     |
| 22 STATUTORY APPROPRIATIONS (SA) AND BUDGET AMENDMENTS (BA) |              |                   |                                                     |                                                                  |                            |                                |
| 23 62200 OPERATIONS                                         |              |                   |                                                     |                                                                  |                            |                                |
| 24 62100 CONTRACT                                           | \$           | 133,500           | \$ 95,103                                           | \$ 115,833                                                       | \$ (20,730)                | \$ 38,397                      |
| 25 TOTAL OPERATIONS                                         |              | 133,500           | 95,103                                              | 115,833                                                          | (20,730)                   | 38,397                         |
| 26 66000 GRANTS                                             |              |                   |                                                     |                                                                  |                            |                                |
| 27 66100 DEPREDEATION REDUCTION GRANTS                      |              | 220,000           | 216,336                                             | 126,730                                                          | 89,606                     | 3,664                          |
| 28 TOTAL GRANTS                                             |              | 220,000           | 216,336                                             | 126,730                                                          | 89,606                     | 3,664                          |
| 29 67000 BENEFITS AND CLAIMS                                |              |                   |                                                     |                                                                  |                            |                                |
| 30 67200 DEPREDEATION REMEDIATION                           |              | 300,000           | -                                                   | -                                                                | -                          | 300,000                        |
| 31 TOTAL STATE SOURCES                                      |              | 300,000           | -                                                   | -                                                                | -                          | 300,000                        |
| 32 TOTAL EXPENDITURES                                       | \$           | 653,500           | \$ 311,439                                          | \$ 242,563                                                       | \$ 68,876                  | \$ 342,061                     |
| 33 SA FUNDS                                                 |              |                   |                                                     |                                                                  |                            |                                |
| 34 02124 LIVESTOCK LOSS REMEDIATION (SA)                    | \$           | 300,000           | \$ -                                                | \$ -                                                             | \$ -                       | \$ 300,000                     |
| 35 02125 LIVESTOCK LOSS REDUCTION (SA)                      |              | 353,500           | 311,439                                             | 242,563                                                          | 68,876                     | 42,061                         |
| 36 TOTAL SA FUNDS                                           | \$           | 653,500           | \$ 311,439                                          | \$ 242,563                                                       | \$ 68,876                  | \$ 342,061                     |

In FY 2026, the Livestock Loss Board is budgeted \$306,377 with 1.00 FTE funded with general fund. This includes \$150,000 of funding for depredation remediation claims. The personal services budget is 11% expended with 38% of payrolls complete. Personal services expended as of November 2025 was \$53,954 lower than November 2024. Operations are 13% expended with 34% of the budget year lapsed. Operation expenses as of November 2025 were \$525 higher than November 2024. In FY 2023, the Board did not have HB02 budget authority for depredation claims. As of November 30, 2025, the board has spent 108% of its HB02 depredation claims budget. Overall, Livestock Loss Board total expenditures were \$42,079 lower than the same period last year, of which \$161,952 was from newly appropriated HB02 funding for depredation claims. As of November 30, 2025, LLB has expended 59% of the its budget.

The Livestock Loss Board is statutorily budgeted with \$300,000 for livestock depredation loss remediation. Because the Livestock Loss Board has House Bill 02 authority for livestock depredation loss claims, it has not paid claims from the Statutory Appropriations fund 02124. From the total amount budgeted for depredation claims of \$450,000 in House Bill 02 and Statutory Appropriations, LLB has expended \$161,952 or 36% of the total depredation claims budgets, account 67200. In FY 2025, LLB paid \$150,602 for depredation claims as of November 30, 2024 or \$11,350 less than the current year.

The Livestock Loss Board is statutorily budgeted with \$353,500 for livestock depredation reductions grants. As of November 30, 2025 the Board has spend \$216,336 on livestock depredations reductions grants in FY 2026.

**MONTANA DEPARTMENT OF LIVESTOCK  
BUDGETARY EXPENSE COMPARISON REPORT  
NOVEMBER 30, 2025**

**DIVISION:** CENTRALIZED SERVICES  
**PROGRAM:** MILK CONTROL BUREAU

| BUDGET TO ACTUAL<br>EXPENSE<br>COMPARISON<br>REPORT | FY 2026<br>Budget | Year-to-Date<br>Actual<br>Expenses<br>November<br>FY 2026 | Same Period<br>Prior Year<br>Actual<br>Expenses<br>November<br>FY 2025 | Year to Year<br>Comparison | Balance of<br>Budget<br>Available |
|-----------------------------------------------------|-------------------|-----------------------------------------------------------|------------------------------------------------------------------------|----------------------------|-----------------------------------|
|-----------------------------------------------------|-------------------|-----------------------------------------------------------|------------------------------------------------------------------------|----------------------------|-----------------------------------|

|              |      |
|--------------|------|
| BUDGETED FTE | 2.00 |
|--------------|------|

|    | A                       | B          | C         | D         | E        | F          |
|----|-------------------------|------------|-----------|-----------|----------|------------|
|    | 61000 PERSONAL SERVICES |            |           |           |          |            |
| 1  | 61100 SALARIES          | \$ 132,711 | \$ 53,713 | \$ 52,042 | \$ 1,671 | \$ 78,998  |
| 2  | 61104 OVERTIME          | 3,274      | 1,192     | 2,121     | (929)    | 2,082      |
| 3  | 61300 OTHER/PER DIEM    | 1,500      | 400       | 500       | (100)    | 1,100      |
| 4  | 61400 BENEFITS          | 48,203     | 20,443    | 20,233    | 210      | 27,760     |
| 5  | TOTAL PERSONAL SERVICES | 185,688    | 75,748    | 74,896    | 852      | 109,940    |
| 6  |                         |            |           |           |          |            |
| 7  | 62000 OPERATIONS        |            |           |           |          |            |
| 8  | 62100 CONTRACT          | 30,805     | 1,027     | 1,230     | (203)    | 29,778     |
| 9  | 62200 SUPPLY            | 7,767      | 2,750     | 1,535     | 1,215    | 5,017      |
| 10 | 62300 COMMUNICATION     | 5,908      | 1,144     | 1,960     | (816)    | 4,764      |
| 11 | 62400 TRAVEL            | 674        | -         | -         | -        | 674        |
| 12 | 62500 RENT              | 9,317      | 3,124     | 3,207     | (83)     | 6,193      |
| 13 | 62700 REPAIR & MAINT    | 200        | -         | -         | -        | 200        |
| 14 | 62800 OTHER EXPENSES    | 5,480      | 835       | 790       | 45       | 4,645      |
| 15 | TOTAL OPERATIONS        | 60,151     | 8,880     | 8,722     | 158      | 51,271     |
| 16 | TOTAL EXPENDITURES      | \$ 245,839 | \$ 84,628 | \$ 83,618 | \$ 1,010 | \$ 161,211 |
|    |                         |            |           |           |          |            |
| 17 | BUDGETED FUNDS          |            |           |           |          |            |
| 18 | 02817 MILK CONTROL      | \$ 245,839 | \$ 84,628 | \$ 83,618 | \$ 1,010 | \$ 161,211 |
| 19 | TOTAL BUDGETED FUNDS    | \$ 245,839 | \$ 84,628 | \$ 83,618 | \$ 1,010 | \$ 161,211 |

In FY 2026, The Milk Control Bureau is budgeted \$245,839 and has 2.00 FTE. The bureau is funded with milk industry fees. The personal services budget is 41% expended with 38% of payrolls complete. Personal services expended as of November 2025 were \$852 higher than November 2024. Operations are 15% expended with 34% of the budget year lapsed. Operation expenses as of November 2025 were \$158 higher than November 2024. Overall, Milk Control Bureau total expenditures were \$1,010 higher than the same period last year. As of November 30, 2025, the Milk Control Bureau has expended 34% of its budget.

**MONTANA DEPARTMENT OF LIVESTOCK  
BUDGETARY EXPENSE COMPARISON REPORT  
NOVEMBER 30, 2025**

**DIVISION:** ANIMAL HEALTH DIVISION - STATE VETERINARIAN  
**PROGRAM:** STATE VETERINARIAN IMPORT OFFICE

**BUDGET TO ACTUAL  
EXPENSE COMPARISON  
REPORT**

|  | FY 2026<br>Budget | Year-to-Date<br>Actual Expenses<br>November<br>FY 2026 | Same Period<br>Prior Year Actual<br>Expenses<br>November<br>FY 2025 | Year to Year<br>Comparison | Balance of<br>Budget<br>Available |
|--|-------------------|--------------------------------------------------------|---------------------------------------------------------------------|----------------------------|-----------------------------------|
|--|-------------------|--------------------------------------------------------|---------------------------------------------------------------------|----------------------------|-----------------------------------|

**BUDGETED FTE** 9.50

|                                  | A                         | B            | C          | D          | E         | F          |
|----------------------------------|---------------------------|--------------|------------|------------|-----------|------------|
| 61000 PERSONAL SERVICES          |                           |              |            |            |           |            |
| 1                                | 61100 SALARIES            | \$ 725,909   | \$ 228,836 | \$ 206,007 | \$ 22,829 | \$ 497,073 |
| 2                                | 61104 OVERTIME            | 27,460       | 12,778     | 6,183      | 6,595     | 14,682     |
| 3                                | 61400 BENEFITS            | 275,916      | 88,360     | 78,074     | 10,286    | 187,556    |
| 4                                | TOTAL PERSONAL SERVICES   | 1,029,285    | 329,974    | 290,264    | 39,710    | 699,311    |
| 62000 OPERATIONS                 |                           |              |            |            |           |            |
| 6                                | 62100 CONTRACT            | 59,634       | 19,979     | 23,176     | (3,197)   | 39,655     |
| 7                                | 62200 SUPPLY              | 29,008       | 16,932     | 15,259     | 1,673     | 12,076     |
| 8                                | 62300 COMMUNICATION       | 52,213       | 8,405      | 13,040     | (4,635)   | 43,808     |
| 9                                | 62400 TRAVEL              | 14,603       | 8,051      | 4,391      | 3,660     | 6,552      |
| 10                               | 62500 RENT                | 19,104       | 15,425     | 6,205      | 9,220     | 3,679      |
| 11                               | 62600 UTILITIES           | 110          | -          | -          | -         | 110        |
| 12                               | 62700 REPAIR & MAINT      | 5,270        | 2,767      | 1,935      | 832       | 2,503      |
| 13                               | 62800 OTHER EXPENSES      | 26,021       | 7,133      | 6,901      | 232       | 18,888     |
| 14                               | TOTAL OPERATIONS          | 205,963      | 78,692     | 70,907     | 7,785     | 127,271    |
| 63000 EQUIPMENT                  |                           |              |            |            |           |            |
| 16                               | 63100 EQUIPMENT           | -            | -          | -          | -         | -          |
| 17                               | TOTAL EQUIPMENT           | -            | -          | -          | -         | -          |
| 18                               | TOTAL                     | \$ 1,235,248 | \$ 408,666 | \$ 361,171 | \$ 47,495 | \$ 826,582 |
| 19 FUND                          |                           |              |            |            |           |            |
| 20                               | 02426 PER CAPITA FEE      | \$ 1,227,593 | \$ 408,539 | \$ 361,171 | \$ 47,368 | \$ 819,054 |
| 21                               | 02427 ANIMAL HEALTH FEES  | 7,655        | 127        | -          | 127       | 7,528      |
| 22                               | TOTAL BUDGET FUNDING      | \$ 1,235,248 | \$ 408,666 | \$ 361,171 | \$ 47,495 | \$ 826,582 |
| 23 STATUTORY APPROPRIATIONS (SA) |                           |              |            |            |           |            |
| 24 67000 BENEFITS AND CLAIMS     |                           |              |            |            |           |            |
| 25                               | 67200 INDEMNITY PAYMENTS  | \$ 10,000    | \$ -       | \$ -       | -         | 10,000     |
| 26                               | TOTAL STATE PAYMENTS      | 10,000       | -          | -          | -         | 10,000     |
| 27                               | TOTAL EXPENDITURES        | \$ 10,000    | \$ -       | \$ -       | \$ -      | \$ 10,000  |
| 28 SA FUNDS                      |                           |              |            |            |           |            |
| 29                               | 02980 INDEMNITY FUND (SA) | \$ 10,000    | \$ -       | \$ -       | -         | 10,000     |
| 30                               | TOTAL SA FUNDS            | \$ 10,000    | \$ -       | \$ -       | \$ -      | \$ 10,000  |

The State Veterinarian Office includes Import and Alternative Livestock. In FY 2026, the State Veterinarian Import Office is budgeted with \$1,227,593 of per capita fees and \$7,655 of animal health fees. The personal services budget is 32% expended with 38% of payrolls complete. Personal services expended as of November 2025 was \$39,710 higher than November 2024. Operations are 38% expended with 34% of the budget year lapsed. Operation expenses as of November 30, 2025 were \$7,785 higher than November 29, 2024. Animal Health has spent \$47,495 more than the same period in FY 2025. As of November 30, 2025 the Animal Health Import Office has expended 33% of its budget.

Personal services is higher in FY 2026 due to an FTE moving from the federal umbrella program to import office.

The import office sells some supplies at cost to veterinarians. The income is in the Animal Health Fees.

81-2-203 MCA created a statutory indemnity special revenue fund for compensation of animals for slaughter due to disease under the direction of the Department as per 81-2-201 MCA. The Department may transfer \$10,000 per year to the fund. Unspent monies are carried forward to subsequent years until the fund accumulates \$100,000 of transferred funds. Payments are limited to the cash balance in the fund after the annual transfer. There is a cash balance in the indemnity fund of \$24,924 as of November 30, 2025. The cash is invested in STIP has earned \$161 in interest since the fund was created.

**MONTANA DEPARTMENT OF LIVESTOCK  
BUDGETARY EXPENSE COMPARISON REPORT  
NOVEMBER 30, 2025**

**DIVISION:** ANIMAL HEALTH DIVISION  
**PROGRAM:** DESIGNATED SURVEILLANCE AREA (DSA) & FEDERAL ANIMAL HEALTH DISEASE GRANTS

**BUDGET TO ACTUAL  
EXPENSE  
COMPARISON REPORT**

|                                                   | FY 2026<br>Budget | Year-to-Date<br>Actual Expenses<br>November<br>FY 2026 | Same Period Prior<br>Year Actual<br>Expenses<br>November<br>FY 2025 | Year to Year<br>Comparison | Balance of Budget<br>Available |
|---------------------------------------------------|-------------------|--------------------------------------------------------|---------------------------------------------------------------------|----------------------------|--------------------------------|
| <b>BUDGETED FTE</b>                               | <b>4.75</b>       |                                                        |                                                                     |                            |                                |
| <b>A</b>                                          | <b>B</b>          | <b>C</b>                                               | <b>D</b>                                                            | <b>E</b>                   | <b>F</b>                       |
| 61000 PERSONAL SERVICES                           |                   |                                                        |                                                                     |                            |                                |
| 1 61100 SALARIES                                  | \$ 289,766        | \$ 96,800                                              | \$ 110,412                                                          | \$ (13,612)                | \$ 192,966                     |
| 2 61104 OVERTIME                                  | 5,748             | 1,059                                                  | 1,329                                                               | (270)                      | 4,689                          |
| 3 61400 BENEFITS                                  | 114,125           | 40,197                                                 | 43,314                                                              | (3,117)                    | 73,928                         |
| 4 TOTAL PERSONAL SERVICES                         | 409,639           | 138,056                                                | 155,055                                                             | (16,999)                   | 271,583                        |
| 5 62000 OPERATIONS                                |                   |                                                        |                                                                     |                            |                                |
| 6 62100 CONTRACT                                  | 1,144,808         | 361,756                                                | 300,016                                                             | 61,740                     | 783,052                        |
| 7 62200 SUPPLY                                    | 23,587            | 12,473                                                 | 6,282                                                               | 6,191                      | 11,114                         |
| 8 62300 COMMUNICATION                             | 8,809             | 5,855                                                  | 2,817                                                               | 3,038                      | 2,954                          |
| 9 62400 TRAVEL                                    | 15,496            | 5,856                                                  | 3,853                                                               | 2,003                      | 9,640                          |
| 10 62500 RENT                                     | 35,590            | 5,519                                                  | 21,896                                                              | (16,377)                   | 30,071                         |
| 11 62700 REPAIR & MAINT                           | 8,270             | 7,018                                                  | 2,179                                                               | 4,839                      | 1,252                          |
| 12 62800 OTHER EXPENSES                           | 52,309            | 5,791                                                  | 13,559                                                              | (7,768)                    | 46,518                         |
| 13 TOTAL OPERATIONS                               | 1,288,869         | 404,268                                                | 350,602                                                             | 53,666                     | 884,601                        |
| 14 68000 TRANSFERS                                |                   |                                                        |                                                                     |                            |                                |
| 15 68100 TRANSFERS                                | 240,000           | 75,200                                                 | -                                                                   | 75,200                     | 164,800                        |
| 16 TOTAL TRANSFERS                                | 240,000           | 75,200                                                 | -                                                                   | 75,200                     | 164,800                        |
| 17 TOTAL EXPENDITURES                             | \$ 1,938,508      | \$ 617,524                                             | \$ 505,657                                                          | \$ 111,867                 | \$ 1,320,984                   |
| 18 <b>BUDGETED FUNDS</b>                          |                   |                                                        |                                                                     |                            |                                |
| 19 01100 GENERAL FUND                             | \$ 1,147,906      | \$ 306,139                                             | \$ 238,389                                                          | \$ 67,750                  | \$ 841,767                     |
| 20 03427 FEDERAL UMBRELLA FFY24                   | 568,437           | 311,162                                                | 267,268                                                             | 43,894                     | 257,275                        |
| 21 03427 FEDERAL UMBRELLA FFY25                   | 222,165           | 223                                                    | -                                                                   | 223                        | 221,942                        |
| 22 TOTAL BUDGETED FUNDS                           | \$ 1,938,508      | \$ 617,524                                             | \$ 505,657                                                          | \$ 111,867                 | \$ 1,320,984                   |
| 23 <b>BUDGET AMENDMENTS (BA)</b>                  |                   |                                                        |                                                                     |                            |                                |
| 24 61000 PERSONAL SERVICES                        |                   |                                                        |                                                                     |                            |                                |
| 25 61100 SALARIES                                 | \$ 10,720         | \$ -                                                   | \$ 10,247                                                           | \$ (10,247)                | \$ 10,720                      |
| 26 61400 BENEFITS                                 | 5,456             | -                                                      | 7,346                                                               | (7,346)                    | 5,456                          |
| 27 TOTAL PERSONAL SERVICES                        | 16,176            | -                                                      | 17,593                                                              | (17,593)                   | 16,176                         |
| 28 62000 OPERATIONS                               |                   |                                                        |                                                                     |                            |                                |
| 29 62100 CONTRACT                                 | 93,963            | 1,059                                                  | 40,631                                                              | (39,572)                   | 92,904                         |
| 30 62200 SUPPLY                                   | 45,722            | 534                                                    | 1,145                                                               | (611)                      | 45,188                         |
| 31 62300 COMMUNICATION                            | -                 | 857                                                    | 3,521                                                               | (2,664)                    | (857)                          |
| 32 62400 TRAVEL                                   | 27,762            | 2,658                                                  | 3,555                                                               | (897)                      | 25,104                         |
| 33 62800 OTHER EXPENSES                           | 9,121             | 196                                                    | 2,244                                                               | (2,048)                    | 8,925                          |
| 34 TOTAL OPERATIONS                               | 176,568           | 5,304                                                  | 60,096                                                              | (54,792)                   | 171,264                        |
| 35 TOTAL BA EXPENDITURES                          | \$ 192,744        | \$ 5,304                                               | \$ 77,689                                                           | \$ (72,385)                | \$ 187,440                     |
| 36 <b>BA FUNDS</b>                                |                   |                                                        |                                                                     |                            |                                |
| 37 03427 SWINE SHIP (BA)                          | 12,960            | 2,309                                                  | -                                                                   | 2,309                      | 10,651                         |
| 38 03427 FAD OUTBREAK (BA)                        | 78,178            | 1,369                                                  | 2,114                                                               | (745)                      | 76,809                         |
| 39 03427 HP AI EMERGENCY PREPERADNESS (BA)        | 2,392             | 236                                                    | 800                                                                 | (564)                      | 2,156                          |
| 41 03710 ANIMAL DISEASE TRACEABILITY 3/31/26 (BA) | 99,214            | 1,390                                                  | 74,775                                                              | (73,385)                   | 97,824                         |
| 40 TOTAL BA FUNDS                                 | \$ 192,744        | \$ 5,304                                               | \$ 77,689                                                           | \$ (72,385)                | \$ 187,440                     |

The Designated Surveillance Area (DSA) is budgeted for \$1,147,906 and 2.00 FTE in FY 2026 and is funded with General Funds. The Federal Umbrella is budgeted for \$790,602 and 2.50 FTE in SFY 2026 and is funded with Federal Funds. Of the \$790,602 Federal Umbrella budgeted, only \$568,437 has been awarded to the Department for the Federal Fiscal Year 2024 (FFY24) which ends March 31, 2025. The Federal Umbrella FFY25 authority is for the upcoming federal grant starting April 1, 2025. This grant has not been awarded at this time.

The personal services budget is 34% expended with 38% of payrolls complete. Personal services expended as of November 2025 was \$16,999 lower than November 2024. Operations are 31% expended with 34% of the budget year lapsed. Operation expenses as of November 2025 were \$53,666 higher than November 2024. Overall, total expenditures were \$111,867 higher than the same period last year with 32% of the budget expended.

The Animal Health Bureau receives federal funding for animal disease monitoring and eradication. Unspent federal money at State Fiscal Year (SFY) end is carried over to the next SFY. The Department received \$12,960 from APHIS USDA for Swine SHIP expenses. The Department has spent \$2,309 of the award as of November 30, 2025. The Department received \$88,567 from APHIS USDA for Swine SHIP expenses. The Department spent \$10,389 of the grant in FY 2025. The Department has spent \$11,758 of the award as of November 30, 2025. The Department received \$4,120 from APHIS USDA for Swine SHIP expenses. The Department spent \$1,728 of the grant in FY 2025. The Department has spent \$1,964 of the award as of November 30, 2025.

**MONTANA DEPARTMENT OF LIVESTOCK  
BUDGETARY EXPENSE COMPARISON REPORT  
NOVEMBER 30, 2025**

**DIVISION:** ANIMAL HEALTH DIVISION  
**PROGRAM:** DIAGNOSTIC LABORATORY

| BUDGET TO ACTUAL EXPENSE<br>COMPARISON REPORT |                                                        | FY 2026<br>Budget | Year-to-Date<br>Actual Expenses<br>November<br>FY 2026 | Same Period Prior<br>Year Actual<br>Expenses<br>November<br>FY 2025 | Year to Year<br>Comparison | Balance of Budget<br>Available |
|-----------------------------------------------|--------------------------------------------------------|-------------------|--------------------------------------------------------|---------------------------------------------------------------------|----------------------------|--------------------------------|
| BUDGETED FTE                                  |                                                        | 22.01             |                                                        |                                                                     |                            |                                |
|                                               | A                                                      | B                 | C                                                      | D                                                                   | E                          | F                              |
| 1                                             | 61000 PERSONAL SERVICES                                |                   |                                                        |                                                                     |                            |                                |
| 2                                             | 61100 SALARIES                                         | \$ 1,513,217      | \$ 518,400                                             | \$ 503,089                                                          | \$ 15,311                  | \$ 994,817                     |
| 3                                             | 61104 OVERTIME                                         | 66,660            | 16,710                                                 | 23,686                                                              | (6,976)                    | 49,950                         |
| 4                                             | 61400 BENEFITS                                         | 533,341           | 200,284                                                | 203,005                                                             | (2,721)                    | 333,057                        |
| 5                                             | TOTAL PERSONAL SERVICES                                | 2,113,218         | 735,394                                                | 729,780                                                             | 5,614                      | 1,377,824                      |
| 6                                             | 62000 OPERATIONS                                       |                   |                                                        |                                                                     |                            |                                |
| 7                                             | 62100 CONTRACT                                         | 206,859           | 65,312                                                 | 75,012                                                              | (9,700)                    | 141,547                        |
| 8                                             | 62200 SUPPLY                                           | 1,030,724         | 412,737                                                | 498,065                                                             | (85,328)                   | 617,987                        |
| 9                                             | 62300 COMMUNICATION                                    | 32,737            | 12,691                                                 | 49,072                                                              | (36,381)                   | 20,046                         |
| 10                                            | 62400 TRAVEL                                           | 12,184            | 5,677                                                  | 5,106                                                               | 571                        | 6,507                          |
| 11                                            | 62500 RENT                                             | 120,285           | 44,483                                                 | 42,685                                                              | 1,798                      | 75,802                         |
| 12                                            | 62600 UTILITIES                                        | 54,141            | 14,890                                                 | 14,460                                                              | 430                        | 39,251                         |
| 13                                            | 62700 REPAIR & MAINT                                   | 97,185            | 73,667                                                 | 53,237                                                              | 20,430                     | 23,518                         |
| 14                                            | 62800 OTHER EXPENSES                                   | 89,024            | 49,233                                                 | 14,167                                                              | 35,066                     | 39,791                         |
| 15                                            | TOTAL OPERATIONS                                       | 1,643,139         | 678,690                                                | 751,804                                                             | (73,114)                   | 964,449                        |
| 16                                            | 63000 EQUIPMENT                                        |                   |                                                        |                                                                     |                            |                                |
| 17                                            | 63100 EQUIPMENT                                        | 19,967            | -                                                      | -                                                                   | -                          | 19,967                         |
| 18                                            | TOTAL EQUIPMENT                                        | 19,967            | -                                                      | -                                                                   | -                          | 19,967                         |
| 19                                            | TOTAL                                                  | \$ 3,776,324      | \$ 1,414,084                                           | \$ 1,481,584                                                        | \$ (67,500)                | \$ 2,362,240                   |
| 20                                            | BUDGETED FUNDS                                         |                   |                                                        |                                                                     |                            |                                |
| 21                                            | 01100 GENERAL FUND                                     | \$ 1,290,956      | \$ 687,730                                             | \$ 614,354                                                          | \$ 73,376                  | \$ 603,226                     |
| 22                                            | 02426 PER CAPITA FEE                                   | 852,882           | -                                                      | 57,429                                                              | (57,429)                   | 852,882                        |
| 23                                            | 03673 FEDERAL ANIMAL HEALTH DISEASE                    | 21,729            | -                                                      | -                                                                   | -                          | 21,729                         |
| 24                                            | 06026 DIAGNOSTIC LABORATORY FEES                       | 1,610,757         | 726,354                                                | 809,801                                                             | (83,447)                   | 884,403                        |
| 25                                            | TOTAL BUDGET FUNDING                                   | \$ 3,776,324      | \$ 1,414,084                                           | \$ 1,481,584                                                        | \$ (67,500)                | \$ 2,362,240                   |
| 26                                            | BUDGET AMENDED (BA) & ONE-TIME-ONLY (OTO) EXPENDITURES |                   |                                                        |                                                                     |                            |                                |
| 27                                            | 61000 PERSONAL SERVICES                                |                   |                                                        |                                                                     |                            |                                |
| 28                                            | 61100 SALARIES                                         | \$ 73,509         | \$ -                                                   | \$ -                                                                | \$ -                       | \$ 73,509                      |
| 29                                            | 61400 BENEFITS                                         | 27,933            | -                                                      | -                                                                   | -                          | 27,933                         |
| 30                                            | TOTAL PERSONAL SERVICES                                | 101,442           | -                                                      | -                                                                   | -                          | 101,442                        |
| 31                                            | 62000 OPERATIONS                                       |                   |                                                        |                                                                     |                            |                                |
| 32                                            | 62100 CONTRACT                                         | 72,008            | -                                                      | -                                                                   | -                          | 72,008                         |
| 33                                            | 62200 SUPPLY                                           | 24,937            | 66,779                                                 | -                                                                   | 66,779                     | (41,842)                       |
| 34                                            | 62400 TRAVEL                                           | 12,000            | 1,864                                                  | -                                                                   | 1,864                      | 10,136                         |
| 35                                            | 62800 OTHER EXPENSES                                   | 15,358            | 40,123                                                 | -                                                                   | 40,123                     | (24,765)                       |
| 36                                            | TOTAL OPERATIONS                                       | 159,553           | 102,393                                                | -                                                                   | 102,393                    | 57,160                         |
| 37                                            | 63000 EQUIPMENT                                        |                   |                                                        |                                                                     |                            |                                |
| 38                                            | 63100 EQUIPMENT                                        | 1,013,726         | 190,769                                                | -                                                                   | 190,769                    | 822,957                        |
| 39                                            | TOTAL EQUIPMENT                                        | 1,562,474         | 190,769                                                | -                                                                   | 190,769                    | 1,371,705                      |
| 40                                            | TOTAL BA & OTO EXPENDITURES                            | \$ 1,823,469      | \$ 293,162                                             | \$ -                                                                | \$ 293,162                 | \$ 1,530,307                   |
| 41                                            | BA & OTO FUNDING                                       |                   |                                                        |                                                                     |                            |                                |
| 42                                            | 01100 GENERAL FUND (OTO)                               | \$ 200,400        | \$ -                                                   | \$ -                                                                | \$ -                       | \$ 200,400                     |
| 43                                            | 02426 PER CAPITA FEE (OTO)                             | 863,048           | -                                                      | -                                                                   | -                          | 863,048                        |
| 44                                            | 03673 NAHLN (LIMS IMPROVEMENT)                         | 38,700            | -                                                      | -                                                                   | -                          | 38,700                         |
| 45                                            | 03673 NAHLN ARP AWARD (BA)                             | 442,371           | 190,769                                                | -                                                                   | 190,769                    | 251,602                        |
| 46                                            | 03673 NAHLN 2026                                       | 278,950           | 102,393                                                | -                                                                   | 102,393                    | 176,557                        |
| 47                                            | TOTAL BA & OTO FUNDING                                 | \$ 1,823,469      | \$ 293,162                                             | \$ -                                                                | \$ 293,162                 | \$ 1,530,307                   |

The diagnostic laboratory is budgeted for \$3,776,324 and 22 FTE in FY 2026. It is funded with general fund of \$1,290,956, per capita fees of \$852,882, federal funds of \$21,729, and lab testing fees of \$1,610,757. Personal services are 35% expended with 38% of payrolls complete. Personal services expended as of November 2025 were \$5,614 higher than November 2024. Operations are 41% expended with 34% of the budget year lapsed. Operation expenses as of November 2025 were \$73,114 lower than November 2024. Overall, Diagnostic Laboratory total expenditures were \$67,500 lower than the same period last year. As of November 30, 2025, the Diagnostic Lab has expended 37% of its budget.

2025 Legislation authorized the diagnostic laboratory one-time-only budget authority for the purchase of laboratory diagnostic equipment for the milk lab in the amount of \$200,400 to be paid with general fund.

2025 Legislation authorized the diagnostic laboratory one-time-only budget authority for the purchase of laboratory diagnostic equipment and capital outlay to complete the new diagnostic laboratory in the amount of \$863,048 to be paid with per capita fee.

In FY 2025, the Diagnostic Laboratory was awarded \$278,950 from the National Animal Health Laboratory Network (NAHLN) through USDA, APHIS. This grant is to purchase testing supplies, travel, maintenance contracts and laboratory equipment for the Diagnostic Laboratory. MVDL has until May 31, 2026 to spend the grant funding.

The Diagnostic Laboratory was awarded \$1,000,000 from the American Rescue Plan (ARP) through USDA, APHIS. This grant is a sub-award through the Colorado State University. This grant is to purchase equipment for the Diagnostic Laboratory including the incinerator for the new lab building. The Department spent \$557,629 in FY2025 leaving \$442,371 for FY2026. As of November 30, 2025, the lab has spent \$748,398 of the APHIS ARP grant. MVDL has until May 31, 2026 to spend the grant funding.

**MONTANA DEPARTMENT OF LIVESTOCK  
BUDGETARY EXPENSE COMPARISON REPORT  
NOVEMBER 30, 2025**

**DIVISION:** ANIMAL HEALTH DIVISION  
**PROGRAM:** MILK AND EGG / SHIELDED EGG GRADING

**BUDGET TO ACTUAL EXPENSE  
COMPARISON REPORT**

|                                       |                                 | FY 2026<br>Budget | Year-to-Date<br>Actual Expenses<br>November<br>FY 2026 | Same Period Prior<br>Year Actual<br>Expenses<br>November<br>FY 2025 | Year to Year<br>Comparisor | Balance of Budge<br>Available |
|---------------------------------------|---------------------------------|-------------------|--------------------------------------------------------|---------------------------------------------------------------------|----------------------------|-------------------------------|
| <b>BUDGETED FTE</b>                   |                                 | 6.75              |                                                        |                                                                     |                            |                               |
|                                       | <b>A</b>                        | <b>B</b>          | <b>C</b>                                               | <b>D</b>                                                            | <b>E</b>                   | <b>G</b>                      |
| <b>61000 PERSONAL SERVICES</b>        |                                 |                   |                                                        |                                                                     |                            |                               |
| 1                                     | 61100 SALARIES                  | \$ 388,731        | \$ 125,807                                             | \$ 136,406                                                          | \$ (10,599)                | \$ 262,924                    |
| 2                                     | 61102 OVERTIME                  | 86,242            | 5,744                                                  | 3,981                                                               | 1,763                      | 80,498                        |
|                                       | 61300 OTHER/PER DIEM            | -                 | -                                                      | -                                                                   | -                          | -                             |
| 3                                     | 61400 BENEFITS                  | 135,457           | 53,041                                                 | 51,273                                                              | 1,768                      | 82,416                        |
| 4                                     | TOTAL PERSONAL SERVICES         | 610,430           | 184,592                                                | 191,660                                                             | (7,068)                    | 425,838                       |
| <b>62000 OPERATIONS</b>               |                                 |                   |                                                        |                                                                     |                            |                               |
| 6                                     | 62100 CONTRACT                  | 140,163           | 33,140                                                 | 19,733                                                              | 13,407                     | 107,023                       |
| 7                                     | 62200 SUPPLY                    | 25,815            | 10,303                                                 | 1,218                                                               | 9,085                      | 15,512                        |
| 8                                     | 62300 COMMUNICATION             | 20,814            | 2,017                                                  | 2,184                                                               | (167)                      | 18,797                        |
| 9                                     | 62400 TRAVEL                    | 2,652             | 5,866                                                  | 725                                                                 | 5,141                      | (3,214)                       |
| 10                                    | 62500 RENT                      | 19,549            | 10,893                                                 | 8,823                                                               | 2,070                      | 8,656                         |
| 11                                    | 62700 REPAIR & MAINT            | 4,460             | -                                                      | 232                                                                 | (232)                      | 4,460                         |
| 12                                    | 62800 OTHER EXPENSES            | 8,250             | 5,758                                                  | 4,060                                                               | 1,698                      | 2,492                         |
| 13                                    | TOTAL OPERATIONS                | 221,703           | 67,977                                                 | 36,975                                                              | 31,002                     | 153,726                       |
| 14                                    | TOTAL                           | \$ 832,133        | \$ 252,569                                             | \$ 228,635                                                          | \$ 23,934                  | \$ 579,564                    |
| <b>15 BUDGETED FUNDS</b>              |                                 |                   |                                                        |                                                                     |                            |                               |
| 16                                    | 01100 GENERAL FUND              | \$ 154,411        | \$ 42,922                                              | \$ -                                                                | \$ 42,922                  | \$ 111,489                    |
| 17                                    | 02262 SHIELDED EGG GRADING FEES | 388,007           | 108,719                                                | 105,014                                                             | 3,705                      | 279,288                       |
| 18                                    | 02701 MILK INSPECTION FEES      | 271,496           | 92,621                                                 | 113,240                                                             | (20,619)                   | 178,875                       |
| 19                                    | 03032 SHELL EGG INSPECTION FEES | 18,219            | 8,307                                                  | 10,381                                                              | (2,074)                    | 9,912                         |
| 20                                    | TOTAL BUDGET FUNDING            | \$ 832,133        | \$ 252,569                                             | \$ 228,635                                                          | \$ 23,934                  | \$ 579,564                    |
| <b>21 BUDGET AMENDED EXPENDITURES</b> |                                 |                   |                                                        |                                                                     |                            |                               |
| <b>22 62000 OPERATIONS</b>            |                                 |                   |                                                        |                                                                     |                            |                               |
| 23                                    | 62200 SUPPLY & MINOR EQUIPMENT  | \$ 13,595         | \$ -                                                   | \$ -                                                                | \$ -                       | \$ 13,595                     |
| 24                                    | 62400 TRAVEL                    | 14,589            | -                                                      | -                                                                   | -                          | 14,589                        |
| 24                                    | TOTAL OPERATIONS                | 28,184            | -                                                      | -                                                                   | -                          | 28,184                        |
| <b>25 BUDGETED FUNDS</b>              |                                 |                   |                                                        |                                                                     |                            |                               |
| 26                                    | 03032 HPAI PPE                  | 13,595            | -                                                      | -                                                                   | -                          | 13,595                        |
| 27                                    | 03032 MILK TRAINING             | 14,589            | -                                                      | -                                                                   | -                          | 14,589                        |
| 28                                    | TOTAL BUDGET FUNDING            | \$ 28,184         | \$ -                                                   | \$ -                                                                | \$ -                       | \$ 28,184                     |

The total Milk & Egg program is budgeted \$832,133 with 6.75 FTE in FY 2026 funded with milk inspection fees, egg grading fees and federal shell egg inspection fees. The personal services budget is 30% expended with 38% of payrolls complete. Personal services expended as of November 2025 was \$7,068 lower than November 2024. Operation expense budget is 31% expended with 34% of budget year lapsed. Operation expenses as of November 2025 was \$31,002 higher than November 2024. The Animal Health Division total expenditures were \$23,934 higher than the same period last year. As of November 30, 2025, the Milk & Egg program has expended 30% of its budget.

The Department has two federal milk inspection grants. The first federal grant is for milk inspection for High Path Avian Influenza testing personal protection equipment. The amount of the grant is \$15,224. The second federal grant is for two milk inspectors to attend training at two out of state training seminars and for one milk inspection employee to attend two out of state conferences. The amount of the grant is \$14,589.

**MONTANA DEPARTMENT OF LIVESTOCK**  
**BUDGETARY EXPENSE COMPARISON REPORT**  
**NOVEMBER 30, 2025**

**DIVISION:** ANIMAL HEALTH DIVISION  
**PROGRAM:** MEAT INSPECTION

| BUDGET TO<br>ACTUAL EXPENSE<br>COMPARISON<br>REPORT | FY 2026<br>Budget | Year-to-Date<br>Actual<br>Expenses<br>November<br>FY 2026 | Same Period<br>Prior Year<br>Actual<br>Expenses<br>November<br>FY 2025 | Year to Year<br>Comparison | Balance of<br>Budget<br>Available |
|-----------------------------------------------------|-------------------|-----------------------------------------------------------|------------------------------------------------------------------------|----------------------------|-----------------------------------|
|                                                     |                   |                                                           |                                                                        |                            |                                   |

|              |       |
|--------------|-------|
| BUDGETED FTE | 30.50 |
|--------------|-------|

|                                    | A | B            | C          | D          | E            | F            |
|------------------------------------|---|--------------|------------|------------|--------------|--------------|
| 61000 PERSONAL SERVICES            |   |              |            |            |              |              |
| 1 61100 SALARIES                   |   | \$ 1,524,659 | \$ 528,706 | \$ 499,718 | \$ 28,988    | \$ 995,953   |
| 2 61102 OVERTIME                   |   | 90,338       | 8,442      | 21,325     | (12,883)     | 81,896       |
| 3 61400 BENEFITS                   |   | 658,609      | 231,374    | 218,706    | 12,668       | 427,235      |
| 4 TOTAL PERSONAL SERVICES          |   | 2,273,606    | 768,522    | 739,749    | 28,773       | 1,505,084    |
| 5 62000 OPERATIONS                 |   |              |            |            |              |              |
| 6 62100 CONTRACT                   |   | 105,484      | 32,245     | 24,836     | 7,409        | 73,239       |
| 7 62200 SUPPLY                     |   | 67,373       | 39,439     | 34,543     | 4,896        | 27,934       |
| 8 62300 COMMUNICATION              |   | 25,317       | 12,241     | 9,878      | 2,363        | 13,076       |
| 9 62400 TRAVEL                     |   | 89,238       | 35,055     | 36,567     | (1,512)      | 54,183       |
| 10 62500 RENT                      |   | 237,544      | 75,135     | 80,193     | (5,058)      | 162,409      |
| 11 62700 REPAIR & MAINT            |   | 7,888        | 1,125      | 611        | 514          | 6,763        |
| 12 62800 OTHER EXPENSES            |   | 324,823      | 5,190      | 73,034     | (67,844)     | 319,633      |
| 13 TOTAL OPERATIONS                |   | 857,667      | 200,430    | 259,662    | (59,232)     | 657,237      |
| 14 TOTAL EXPENDITURES              |   | \$ 3,131,273 | \$ 968,952 | \$ 999,411 | \$ (30,459)  | \$ 2,162,321 |
| 15 BUDGETED FUNDS                  |   |              |            |            |              |              |
| 16 01100 GENERAL FUND              |   | \$ 1,851,384 | \$ 498,050 | \$ 967,683 | \$ (469,633) | \$ 1,353,334 |
| 17 02427 ANIMAL HEALTH FEES        |   | 24,140       | -          | -          | -            | 24,140       |
| 18 03209 MEAT & POULTRY INSPECTION |   | 1,255,749    | 470,902    | 31,728     | 439,174      | 784,847      |
| 19 TOTAL BUDGET FUNDING            |   | \$ 3,131,273 | \$ 968,952 | \$ 999,411 | \$ (30,459)  | \$ 2,162,321 |

In FY 2026, Meat Inspection is budgeted \$3,131,273 with 28.50 FTE. The bureau is funded with general fund of \$1,851,384, federal meat & poultry inspection funds of \$1,255,749 and \$24,140 of animal health fees levied from licensing as per 81-9-201(1)MCA. Personal services budget is 34% expended with 38% of payrolls complete. Personal services expended as of November FY 2026 was \$28,773 higher than November FY 2025. Operations are 23% expended with 34% of the budget year lapsed. Overall, Meat Inspection total expenditures were \$30,459 lower than the same period last year. As of November 30, 2025 the Meat Inspection program expended 31% of its budget.

The Meat & Poultry Inspection program had employee termination payouts of \$488 and \$35,788 for the period ending November 30, 2025 and November 30, 2024, respectively.

**MONTANA DEPARTMENT OF LIVESTOCK  
BUDGETARY EXPENSE COMPARISON REPORT  
NOVEMBER 30, 2025**

**DIVISION:** BRANDS ENFORCEMENT DIVISION  
**PROGRAM:** BRANDS ENFORCEMENT

| BUDGET TO ACTUAL<br>EXPENSE<br>COMPARISON REPORT |                             | FY 2026<br>Budget | Year-to-Date<br>Actual<br>Expenses<br>November<br>FY 2026 | Same Period<br>Prior Year<br>Actual<br>Expenses<br>November<br>FY 2025 | Year to Year<br>Comparison | Balance of<br>Budget<br>Available |
|--------------------------------------------------|-----------------------------|-------------------|-----------------------------------------------------------|------------------------------------------------------------------------|----------------------------|-----------------------------------|
| BUDGETED FTE                                     |                             | 54.11             |                                                           |                                                                        |                            |                                   |
| A                                                | B                           | C                 | D                                                         | E                                                                      | F                          |                                   |
| 61000 PERSONAL SERVICES                          |                             |                   |                                                           |                                                                        |                            |                                   |
| 1                                                | 61100 SALARIES              | \$ 2,896,595      | \$ 1,040,691                                              | \$ 1,107,551                                                           | \$ (66,860)                | \$ 1,855,904                      |
| 2                                                | 61200 OVERTIME              | 265,323           | 154,804                                                   | 135,394                                                                | 19,410                     | 110,519                           |
| 3                                                | 61400 BENEFITS              | 1,217,197         | 486,889                                                   | 488,093                                                                | (1,204)                    | 730,308                           |
| 4                                                | TOTAL PERSONAL SERVICES     | 4,379,115         | 1,682,384                                                 | 1,731,038                                                              | (48,654)                   | 2,696,731                         |
| 5 62000 OPERATIONS                               |                             |                   |                                                           |                                                                        |                            |                                   |
| 6                                                | 62100 CONTRACT              | 140,909           | 52,797                                                    | 50,551                                                                 | 2,246                      | 88,112                            |
| 7                                                | 62200 SUPPLY                | 104,486           | 101,180                                                   | 54,992                                                                 | 46,188                     | 3,306                             |
| 8                                                | 62300 COMMUNICATION         | 111,717           | 35,972                                                    | 34,070                                                                 | 1,902                      | 75,745                            |
| 9                                                | 62400 TRAVEL                | 50,814            | 15,165                                                    | 14,374                                                                 | 791                        | 35,649                            |
| 10                                               | 62500 RENT                  | 242,968           | 82,824                                                    | 87,518                                                                 | (4,694)                    | 160,144                           |
| 11                                               | 62600 UTILITIES             | 14,641            | 15,000                                                    | 6,500                                                                  | 8,500                      | (359)                             |
| 12                                               | 62700 REPAIR & MAINT        | 99,627            | 44,056                                                    | 33,757                                                                 | 10,299                     | 55,571                            |
| 13                                               | 62800 OTHER EXPENSES        | 48,148            | 24,321                                                    | 15,975                                                                 | 8,346                      | 23,827                            |
| 14                                               | TOTAL OPERATIONS            | 813,310           | 371,315                                                   | 297,737                                                                | 73,578                     | 441,995                           |
| 15                                               | TOTAL                       | \$ 5,192,425      | \$ 2,053,699                                              | \$ 2,028,775                                                           | \$ 24,924                  | \$ 3,138,726                      |
| 16 BUDGETED FUNDS                                |                             |                   |                                                           |                                                                        |                            |                                   |
| 17                                               | 02425 BRAND INSPECTION FEES | \$ 3,651,697      | \$ 2,053,699                                              | \$ 2,001,851                                                           | \$ 51,848                  | \$ 1,597,998                      |
| 18                                               | 02426 PER CAPITA FEES       | 1,540,728         | -                                                         | 26,924                                                                 | (26,924)                   | 1,540,728                         |
| 19                                               | TOTAL BUDGET FUNDING        | \$ 5,192,425      | \$ 2,053,699                                              | \$ 2,028,775                                                           | \$ 24,924                  | \$ 3,138,726                      |

In FY 2026, Brands Enforcement is budgeted for \$5,192,425 with 54.11 FTE. It is funded with brand inspection fees of \$3,651,697 and per capita fees of \$1,540,728. Personal services budget is 38% expended with 38% of payrolls complete. Personal services expended as of November 30, 2025 was \$48,654 lower than November 29, 2024. Operations are 46% expended with 34% of the budget year lapsed. Operation expenses as of November 30, 2025 were \$73,578 higher than November 29, 2024. Overall, Brands Enforcement total expenditures were \$24,924 higher than the same period last year. As of November 30, 2025, the Brands Division has expended 40% of its budget.

The Brands Enforcement division had employee termination payouts of \$14,409 and \$88,821 for the period ending November 30, 2025 and November 30, 2024, respectively.



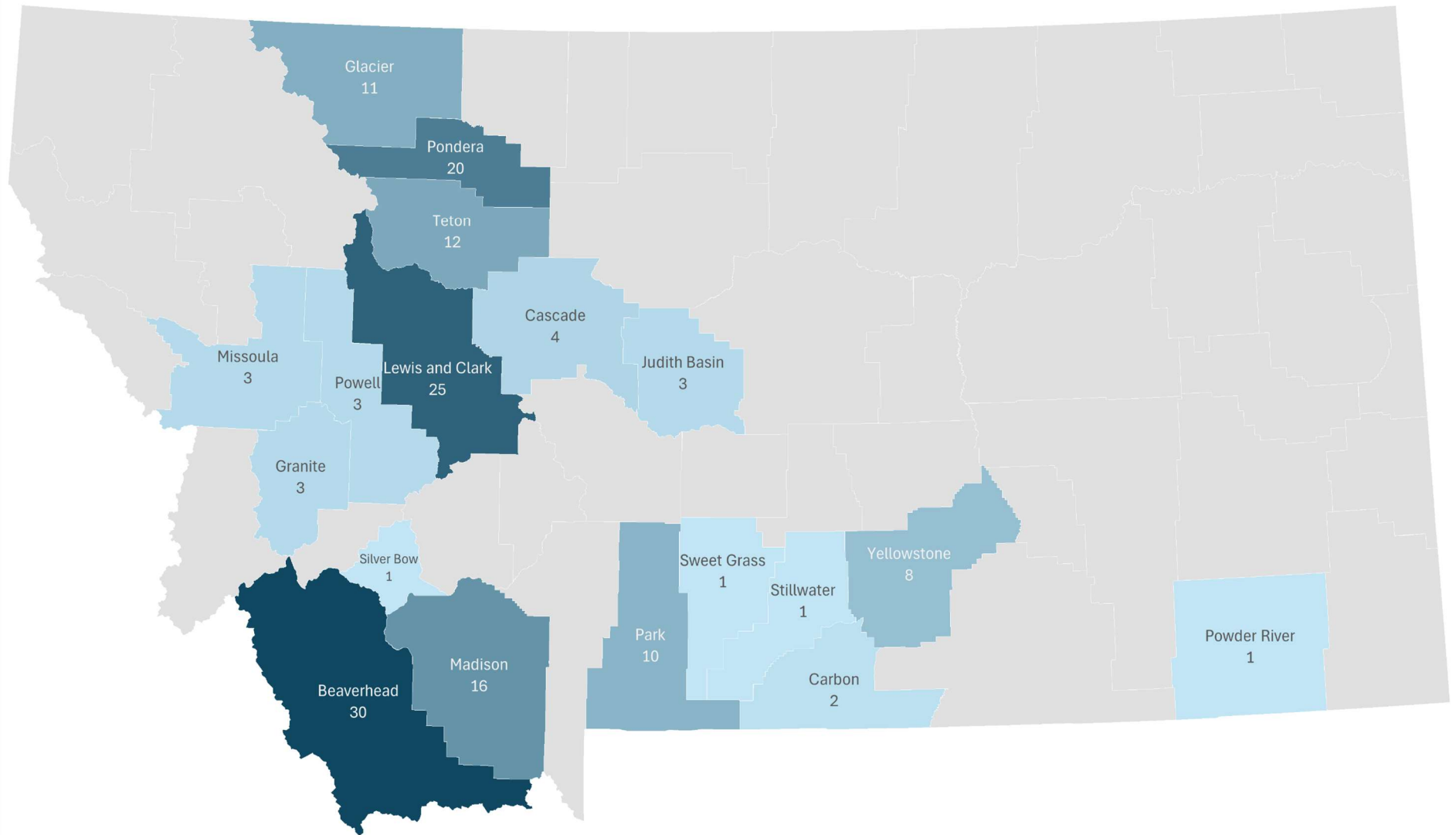
# Board of Livestock Meeting

## Agenda Request Form

|                                                                                                                                                                                                                                                                                              |                                                 |                                                                                                                                  |              |             |                      |     |             |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------|--------------|-------------|----------------------|-----|-------------|
| From:<br>Leslie Doely                                                                                                                                                                                                                                                                        | Division/Program:<br>Livestock Loss Board (LLB) | Meeting Date:<br><b>12/17/2025</b>                                                                                               |              |             |                      |     |             |
| <b><u>Agenda Item:</u> Livestock Loss Board Report to the BOL</b>                                                                                                                                                                                                                            |                                                 |                                                                                                                                  |              |             |                      |     |             |
| Background Info:<br>Since the last Board meeting, LLB has paid livestock loss claims to 7 producers for 10 losses.<br><br>LLB has opened the 2026 loss prevention grant cycle and set a due date for grant applications for January 30, 2026. LLB will review applications in late February. |                                                 |                                                                                                                                  |              |             |                      |     |             |
| Recommendation: n/a                                                                                                                                                                                                                                                                          |                                                 |                                                                                                                                  |              |             |                      |     |             |
| Time needed: 5 min                                                                                                                                                                                                                                                                           | Attachments:                                    | <table border="1"><tr><td><b>Yes x</b></td><td>No</td><td>Board vote required?</td><td>Yes</td><td><b>No x</b></td></tr></table> | <b>Yes x</b> | No          | Board vote required? | Yes | <b>No x</b> |
| <b>Yes x</b>                                                                                                                                                                                                                                                                                 | No                                              | Board vote required?                                                                                                             | Yes          | <b>No x</b> |                      |     |             |

# Depredation Losses by County

January 1, 2025 – November 30, 2025

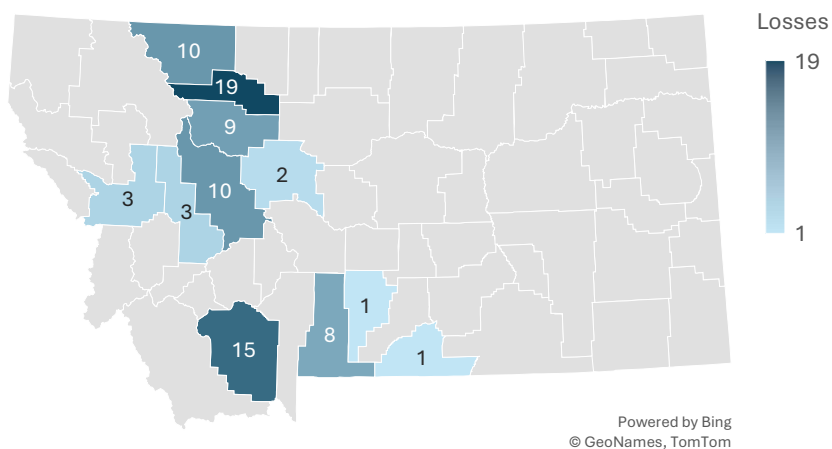


Losses Claimed 1 30

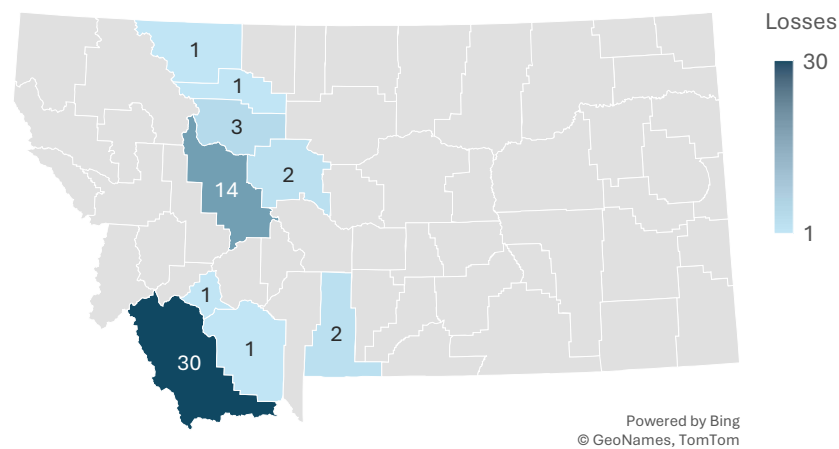
## Depredations by Predator Species

January 1, 2025 through November 30, 2025

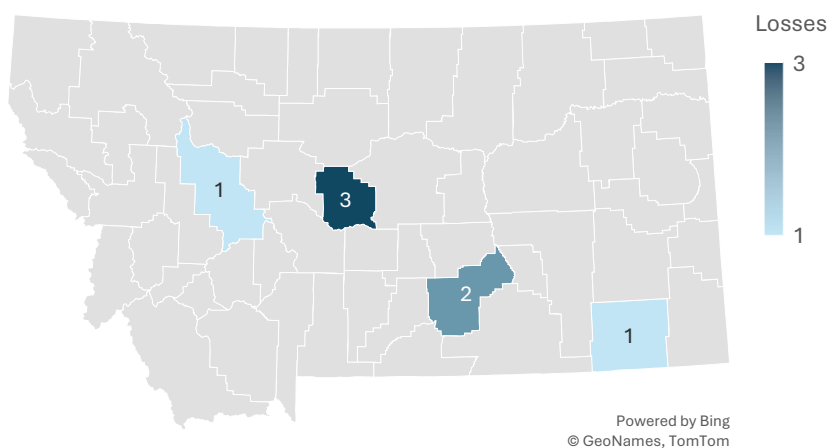
### Grizzly



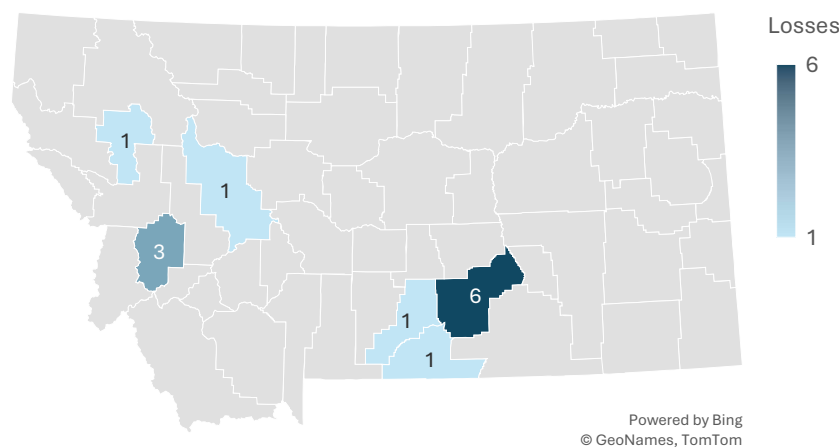
### Wolf



### Black Bear



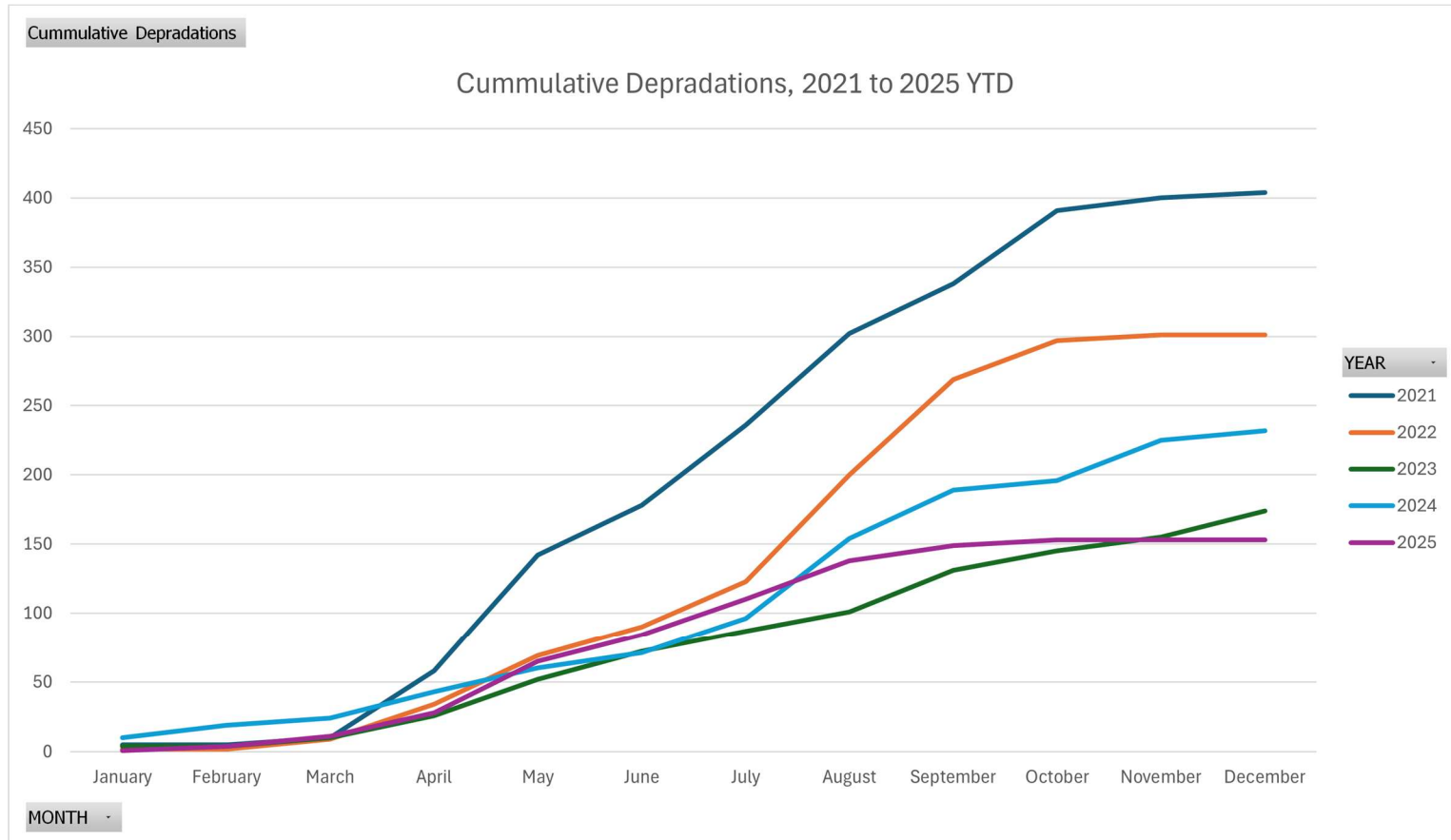
### Mountain Lion



## 2025 YTD Depredations by Predator and Livestock Species

|               | Black Bear |                | Grizzly   |                  | Lion      |                | Wolves    |                 | Totals     |                  |
|---------------|------------|----------------|-----------|------------------|-----------|----------------|-----------|-----------------|------------|------------------|
|               | Number     | Amount         | Number    | Amount           | Number    | Amount         | Number    | Amount          | Number     | Amount           |
| Cattle        |            |                | 69        | \$173,463        |           |                | 30        | \$64,654        | 99         | \$238,118        |
| Guard Dog     |            |                |           |                  |           |                | 5         | \$2,500         | 5          | \$2,500          |
| Goat          | 2          | \$821          |           |                  | 1         | \$650          |           |                 | 3          | \$1,471          |
| Sheep         | 5          | \$2,027        | 4         | \$922            | 11        | \$2,061        | 20        | \$10,624        | 40         | \$15,633         |
| Swine         |            |                | 7         | \$2,100          |           |                |           |                 | 7          | \$2,100          |
| <b>Totals</b> | <b>7</b>   | <b>\$2,848</b> | <b>80</b> | <b>\$176,485</b> | <b>12</b> | <b>\$2,711</b> | <b>55</b> | <b>\$77,778</b> | <b>154</b> | <b>\$259,822</b> |

**Total livestock owners: 70**



## LLB Depredation Claims Reimbursed

January 1, 2025 through 11/30/2025

|                        | Cattle    |                  | Dog      |                | Goat     |                | Sheep     |                 | Swine    |                | Totals     |                  |
|------------------------|-----------|------------------|----------|----------------|----------|----------------|-----------|-----------------|----------|----------------|------------|------------------|
|                        | Number    | Amount           | Number   | Amount         | Number   | Amount         | Number    | Amount          | Number   | Amount         | Number     | Amount           |
| <b>Beaverhead</b>      | <b>13</b> | <b>\$25,928</b>  | <b>5</b> | <b>\$2,500</b> |          |                | <b>12</b> | <b>\$8,949</b>  |          |                | <b>30</b>  | <b>\$37,377</b>  |
| Wolves                 | 13        | \$25,928         | 5        | \$2,500        |          |                | 12        | \$8,949         |          |                | 30         | \$37,377         |
| <b>Carbon</b>          | <b>1</b>  | <b>\$2,161</b>   |          |                |          |                | <b>1</b>  | <b>\$207</b>    |          |                | <b>2</b>   | <b>\$2,368</b>   |
| Grizzly                | 1         | \$2,161          |          |                |          |                |           |                 |          |                | 1          | \$2,161          |
| Lion                   |           |                  |          |                |          |                | 1         | \$207           |          |                | 1          | \$207            |
| <b>Cascade</b>         | <b>3</b>  | <b>\$6,481</b>   |          |                |          |                |           |                 | <b>1</b> | <b>\$300</b>   | <b>4</b>   | <b>\$6,781</b>   |
| Grizzly                | 1         | \$2,061          |          |                |          |                |           |                 | 1        | \$300          | 2          | \$2,361          |
| Wolves                 | 2         | \$4,420          |          |                |          |                |           |                 |          |                | 2          | \$4,420          |
| <b>Glacier</b>         | <b>10</b> | <b>\$25,517</b>  |          |                |          |                |           |                 | <b>1</b> | <b>\$300</b>   | <b>11</b>  | <b>\$25,817</b>  |
| Grizzly                | 9         | \$23,422         |          |                |          |                |           |                 | 1        | \$300          | 10         | \$23,722         |
| Wolves                 | 1         | \$2,095          |          |                |          |                |           |                 |          |                | 1          | \$2,095          |
| <b>Granite</b>         |           |                  |          |                |          |                | <b>3</b>  | <b>\$598</b>    |          |                | <b>3</b>   | <b>\$598</b>     |
| Lion                   |           |                  |          |                |          |                | 3         | \$598           |          |                | 3          | \$598            |
| <b>Judith Basin</b>    |           |                  |          |                |          |                | <b>3</b>  | <b>\$1,062</b>  |          |                | <b>3</b>   | <b>\$1,062</b>   |
| Black Bear             |           |                  |          |                |          |                | 3         | \$1,062         |          |                | 3          | \$1,062          |
| <b>Lewis and Clark</b> | <b>14</b> | <b>\$32,150</b>  |          |                | <b>1</b> | <b>\$650</b>   | <b>10</b> | <b>\$2,439</b>  |          |                | <b>25</b>  | <b>\$35,239</b>  |
| Black Bear             |           |                  |          |                |          |                | 1         | \$354           |          |                | 1          | \$354            |
| Grizzly                | 8         | \$17,052         |          |                |          |                | 1         | \$410           |          |                | 9          | \$17,462         |
| Lion                   |           |                  |          |                | 1        | \$650          |           |                 |          |                | 1          | \$650            |
| Wolves                 | 6         | \$15,098         |          |                |          |                | 8         | \$1,675         |          |                | 14         | \$16,773         |
| <b>Madison</b>         | <b>16</b> | <b>\$44,422</b>  |          |                |          |                |           |                 |          |                | <b>16</b>  | <b>\$44,422</b>  |
| Grizzly                | 15        | \$42,847         |          |                |          |                |           |                 |          |                | 15         | \$42,847         |
| Wolves                 | 1         | \$1,575          |          |                |          |                |           |                 |          |                | 1          | \$1,575          |
| <b>Missoula</b>        |           |                  |          |                |          |                | <b>3</b>  | <b>\$512</b>    |          |                | <b>3</b>   | <b>\$512</b>     |
| Grizzly                |           |                  |          |                |          |                | 3         | \$512           |          |                | 3          | \$512            |
| <b>Park</b>            | <b>10</b> | <b>\$25,378</b>  |          |                |          |                |           |                 |          |                | <b>10</b>  | <b>\$25,378</b>  |
| Grizzly                | 8         | \$20,916         |          |                |          |                |           |                 |          |                | 8          | \$20,916         |
| Wolves                 | 2         | \$4,462          |          |                |          |                |           |                 |          |                | 2          | \$4,462          |
| <b>Pondera</b>         | <b>20</b> | <b>\$49,584</b>  |          |                |          |                |           |                 |          |                | <b>20</b>  | <b>\$49,584</b>  |
| Grizzly                | 19        | \$47,231         |          |                |          |                |           |                 |          |                | 19         | \$47,231         |
| Wolves                 | 1         | \$2,353          |          |                |          |                |           |                 |          |                | 1          | \$2,353          |
| <b>Powder River</b>    |           |                  |          |                |          |                | <b>1</b>  | <b>\$611</b>    |          |                | <b>1</b>   | <b>\$611</b>     |
| Black Bear             |           |                  |          |                |          |                | 1         | \$611           |          |                | 1          | \$611            |
| <b>Powell</b>          | <b>3</b>  | <b>\$6,558</b>   |          |                |          |                |           |                 |          |                | <b>3</b>   | <b>\$6,558</b>   |
| Grizzly                | 3         | \$6,558          |          |                |          |                |           |                 |          |                | 3          | \$6,558          |
| <b>Silver Bow</b>      | <b>1</b>  | <b>\$1,975</b>   |          |                |          |                |           |                 |          |                | <b>1</b>   | <b>\$1,975</b>   |
| Wolves                 | 1         | \$1,975          |          |                |          |                |           |                 |          |                | 1          | \$1,975          |
| <b>Stillwater</b>      |           |                  |          |                |          |                | <b>1</b>  | <b>\$183</b>    |          |                | <b>1</b>   | <b>\$183</b>     |
| Lion                   |           |                  |          |                |          |                | 1         | \$183           |          |                | 1          | \$183            |
| <b>Sweet Grass</b>     | <b>1</b>  | <b>\$3,201</b>   |          |                |          |                |           |                 |          |                | <b>1</b>   | <b>\$3,201</b>   |
| Grizzly                | 1         | \$3,201          |          |                |          |                |           |                 |          |                | 1          | \$3,201          |
| <b>Teton</b>           | <b>7</b>  | <b>\$14,762</b>  |          |                |          |                |           |                 | <b>5</b> | <b>\$1,500</b> | <b>12</b>  | <b>\$16,262</b>  |
| Grizzly                | 4         | \$8,014          |          |                |          |                |           |                 | 5        | \$1,500        | 9          | \$9,514          |
| Wolves                 | 3         | \$6,748          |          |                |          |                |           |                 |          |                | 3          | \$6,748          |
| <b>Yellowstone</b>     |           |                  |          |                | <b>2</b> | <b>\$821</b>   | <b>6</b>  | <b>\$1,074</b>  |          |                | <b>8</b>   | <b>\$1,895</b>   |
| Black Bear             |           |                  |          |                | 2        | \$821          |           |                 |          |                | 2          | \$821            |
| Lion                   |           |                  |          |                |          |                | 6         | \$1,074         |          |                | 6          | \$1,074          |
| <b>Grand Total</b>     | <b>99</b> | <b>\$238,118</b> | <b>5</b> | <b>\$2,500</b> | <b>3</b> | <b>\$1,471</b> | <b>40</b> | <b>\$15,633</b> | <b>7</b> | <b>\$2,100</b> | <b>154</b> | <b>\$259,822</b> |



# Board of Livestock Meeting

## Agenda Request Form

|                                                                                                           |                                                                                     |                                                                                                                    |     |      |                      |     |      |
|-----------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------|-----|------|----------------------|-----|------|
| From:<br><b>Alicia Love, MPH, RD Bureau Chief</b>                                                         | Division/Program:<br><b>Animal Health/Meat, Milk, and<br/>Egg Inspection Bureau</b> | Meeting Date:<br><b>December 17, 2025</b>                                                                          |     |      |                      |     |      |
| <b><u>Agenda Item:</u>      General Updates</b>                                                           |                                                                                     |                                                                                                                    |     |      |                      |     |      |
| Background Info: <ul style="list-style-type: none"><li>• Update on the FDA Check Rating Results</li></ul> |                                                                                     |                                                                                                                    |     |      |                      |     |      |
| Recommendation:                                                                                           |                                                                                     |                                                                                                                    |     |      |                      |     |      |
| Time needed: 5 min                                                                                        | Attachments:                                                                        | <table border="1"><tr><td>Yes</td><td>No X</td><td>Board vote required?</td><td>Yes</td><td>No X</td></tr></table> | Yes | No X | Board vote required? | Yes | No X |
| Yes                                                                                                       | No X                                                                                | Board vote required?                                                                                               | Yes | No X |                      |     |      |



# Board of Livestock Meeting

## Agenda Request Form

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |  |                        |  |                        |      |                     |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|------------------------|--|------------------------|------|---------------------|
| From: Greg Juda                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |  | Division/Program: MVDL |  | Meeting Date: 12/17/25 |      |                     |
| <b>Agenda Item: OOS travel request for AAVLD auditor training</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |  |                        |  |                        |      |                     |
| <b>Background Info:</b> The annual AAVLD auditor training provides an opportunity for better understanding of the AAVLD audit and accreditation processes, which benefits the efforts of the laboratory to obtain and maintain accreditation. The training also opens the door for lab staff to participate in AAVLD audits system wide, which is beneficial for quality and process improvement – both for the Montana laboratory and nationwide lab network. MVDL is proposing to send our Quality Manager, Casey Ming, to this training. |  |                        |  |                        |      |                     |
| <b>Recommendation:</b> BOL approval of travel request                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |  |                        |  |                        |      |                     |
| Time needed: 5 minutes                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |  | Attachments:           |  | Yes X                  | No   | Board vote required |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |  |                        |  | Yes X                  | No   |                     |
| From: Greg Juda                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |  | Division/Program: MVDL |  | Meeting Date: 12/17/25 |      |                     |
| <b>Agenda Item: OOS travel request for NAHLN HL7 Messaging Symposia</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |  |                        |  |                        |      |                     |
| <b>Background Info:</b> This request is for an in-person March 4-5, 2026 NAHLN HL7 Messaging Symposia Event, hosted by Colorado State University, in collaboration with the NAHLN. This request is being submitted as an out-of-state travel request fully funded by a NAHLN grant.                                                                                                                                                                                                                                                         |  |                        |  |                        |      |                     |
| Goals of training:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |  |                        |  |                        |      |                     |
| <ul style="list-style-type: none"><li>• Gain better understanding of NAHLN messaging from data entry through the messaging process to routing via EMS to NAHLN Programs</li><li>• Gain a better understanding of the role each person in the process plays in ensuring quality data is collected and available for federal decision making</li><li>• Build social networks of contacts they can utilize for support</li></ul>                                                                                                               |  |                        |  |                        |      |                     |
| <b>Recommendation:</b> BOL approval of travel request                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |  |                        |  |                        |      |                     |
| Time needed: 5 minutes                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |  | Attachments:           |  | Yes X                  | No   | Board vote required |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |  |                        |  | Yes X                  | No   |                     |
| From: Greg Juda                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |  | Division/Program: MVDL |  | Meeting Date: 12/17/25 |      |                     |
| <b>Agenda Item: Rocky Vista University veterinary school collaboration discussion</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                       |  |                        |  |                        |      |                     |
| <b>Background Info:</b> MVDL has been in discussions to put in place a Memorandum of Understanding (MOU) between Rocky Vista University College of Veterinary Medicine and the Montana Department of Livestock's Veterinary Diagnostic Laboratory to establish a mutually beneficial partnership. The purpose of the agreement is to foster collaboration between the MVDL and Rocky Vista's faculty, students, and staff in Veterinary education, professional development, and research opportunities.                                    |  |                        |  |                        |      |                     |
| <b>Recommendation:</b> MVDL is seeking BOL approval to continue talks with RVU to outline a mutually beneficial collaboration                                                                                                                                                                                                                                                                                                                                                                                                               |  |                        |  |                        |      |                     |
| Time needed: 25 minutes                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |  | Attachments:           |  | Yes                    | No X | Board vote required |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |  |                        |  | Yes X                  | No   |                     |

## Department of Livestock

## 1) Division

Animal Health, MVDL

## 2) Employee(s) Traveling

Casey Ming

## 3) Justification

The annual AAVLD auditor training provides an opportunity for better understanding of the AAVLD audit and accreditation processes, which benefits the efforts of the laboratory to obtain and maintain accreditation. The training also opens the door for lab staff to participate in AAVLD audits system wide, which is beneficial for quality and process improvement – both for the Montana laboratory and nationwide lab network.

## 4) Itinerary

The training will occur in person on Wednesday Wednesday, February 4, 2026, from 8 am to 5pm at the Luxor Hotel in Las Vegas

## 5) Cost Estimate

Hotel: \$200

Registration: \$100

Per diem: \$126

Ground transportation: \$100

Airfare (current price on SW): \$500

Airport parking: \$45

Total: \$879

Funding source will be 2025 AAVLD annual grant funding.

## 6) Submitted By

Requested By

Greg Juda

Title

Lab Director

Date

12/17/2025

## Approval - to be Completed by Agency Authorized Personnel

Date Approved by Board

Board Chair or EO

Title

Date

**NOTE: A travel expense voucher form must be filed within three months after incurring the travel expenses, otherwise the right to reimbursement will be waived.**

Department of Livestock

1) Division  
MVDL**2) Employee(s) Traveling**

Steve Smith, Mary Horner-Richardson

**3) Justification**

This request is for a March 4-5, 2026 NAHLN HL7 Messaging Symposia Event, hosted by Colorado State University, in collaboration with the NAHLN.

**4) Itinerary**

Training will take place approximately 8 am to 5 pm March 4th and 5th. March 3rd and 6th are designated as travel days.

**5) Cost Estimate**

These symposia are grant funded and hosted by Colorado State University, in collaboration with NAHLN. Symposia travel and hotel expenses are arranged and covered upfront at no cost to participants through the grant supporting these symposia. Meals will be provided or reimbursed after the symposia.

**6) Submitted By**Requested By  
Gregory JudaTitle  
Lab DirectorDate  
12/17/2025**Approval - to be Completed by Agency Authorized Personnel**

Date Approved by Board

Board Chair or EO

Title

Date

**NOTE: A travel expense voucher form must be filed within three months after incurring the travel expenses, otherwise the right to reimbursement will be waived.**



# Board of Livestock Meeting

## Agenda Request Form

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                           |                          |                      |            |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------|--------------------------|----------------------|------------|
| From: Tahnee Szymanski, DVM                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Division/Program: Animal Health<br>Bureau, AH&FS Division | Meeting Date: 12/17/2025 |                      |            |
| <b>Agenda Item: Request for OOS travel to Texas for TB Testing</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                           |                          |                      |            |
| <p>Background Info: Texas has recent tuberculosis detections in several large dairy complexes. Testing in dairies is typically done by large teams. Individual veterinarians will conduct several hundred tests per day, with the team total for a day being several thousand animals. Testing in January/February is expected to cover 100,000 animals plus. AHB would like to send Drs. Peterson and Martin to TX to assist with testing. Testing in these numbers is excellent exposure to TB testing, disease specific biosecurity practices, and data capture/management during regulatory disease work. While it has not yet been finalized, AHB is hopeful that this process would allow Drs. Peterson and Martin to become provisionally certified to conduct the Comparative Cervical Test (CCT) and to get exposure to post-mortem sample collection for TB suspects. Travel would be covered by Federal Cooperative Agreement.</p> <p>Recommendation: Approve 2 veterinarians to travel to Texas Sunday through Saturday to participate in 5 days of TB testing on Texas dairies.</p>                                                                                                                                                                                                                                                                                                                                                                                                  |                                                           |                          |                      |            |
| Time needed: 5 min                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Attachments:                                              | <b>Yes</b>               | Board vote required? | <b>Yes</b> |
| <b>Agenda Item: Request for travel authorization to participate in either a domestic or international USDA review team</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                           |                          |                      |            |
| <p>Background Info: USDA conducts disease program reviews at both the state level and international. Program reviews are designed to evaluate the efficacy of disease control programs in mitigating the risk of disease spread through animal movements, whether interstate or internationally. State Animal Health Officials are included on site/status evaluations. Sight evaluations provide an opportunity to learn how other states or countries manage disease and to bring that knowledge back to their respective states and industries. Like reviews of Montana's brucellosis program, these reviews are a tool for increasing understanding and dispelling concerns. To be considered for participation on a review team, candidates must complete online training and a background check that may take several months to complete. USDA is currently compiling an updated list of interested state vets. Travel expenses for review teams are paid by USDA. MDOL would only be responsible for salary during travel.</p> <p>Recommendation: Approve Dr. Szymanski for participation in a single potential future USDA program review.</p>                                                                                                                                                                                                                                                                                                                                            |                                                           |                          |                      |            |
| Time needed: 5 min                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Attachments:                                              |                          | Board vote required  | <b>Yes</b> |
| <b>Agenda Item: Request to remove Washington State from requirement for official ID for feeders.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                           |                          |                      |            |
| <p>Background Info: At the January 2025 BOL meeting, the Board approved an updated import policy. The approval included Washington State as it was understood that Washington required Montana origin feeder cattle to be officially identified. Following a recent conversation with Washington's Assistant State Veterinarian, we learned that Washington does not require ID for feeder cattle less than 18 months of age unless going to a Category 1 restricted feedlot. These feedlots are designed to allow animals that have not met state and federal disease testing requirements to move in slaughter channels. For animals less than 18 months of age to a private owner or to a non-Category 1 restricted feedlot, no official ID is required. To be consistent with our policy for other states, Montana is requesting that feeders from Washington no longer require official ID.</p> <p>Washington import requirements: <a href="https://agr.wa.gov/departments/animals-livestock-and-pets/animal-health/import-requirements/cattle-import">https://agr.wa.gov/departments/animals-livestock-and-pets/animal-health/import-requirements/cattle-import</a></p> <p>Recommendation: Approve removal of Washington State from requirement to ID feeder cattle, outlined here: <a href="https://liv.mt.gov/docs/Animal-Health/import/ImportDocs2025/2025.01.24_Cattle-ID-Memo1.pdf">https://liv.mt.gov/docs/Animal-Health/import/ImportDocs2025/2025.01.24_Cattle-ID-Memo1.pdf</a></p> |                                                           |                          |                      |            |
| Time needed: 10 min                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Attachments:                                              | <b>Yes</b>               | Board vote required: | <b>Yes</b> |

**Agenda Item: Program and Disease Updates**

## Background Info:

- Introduction of Dr. Kelsey Martin
- Brucellosis – fall testing and epidemiological investigations, BRUH meeting in Bozeman
- EHV-1 – Status of multi-state outbreak and sunset of Emergency Official Order:  
<https://liv.mt.gov/docs/Animal-Health/Official-and-Emergency-Orders/Animal-Health-Order-No-2025-02.pdf>
- Vesicular Stomatitis Virus

Recommendation: N/A

|                     |              |           |                      |           |
|---------------------|--------------|-----------|----------------------|-----------|
| Time needed: 20 min | Attachments: | <b>No</b> | Board vote required: | <b>No</b> |
|---------------------|--------------|-----------|----------------------|-----------|

**Agenda Item: OOS Travel Report from USAHA Annual Meeting**

Background Info: Drs. Szymanski, Kaleczyc, and Peterson recently attended the USAHA annual meeting in Denver, CO. A written summary of content covered during the meeting is included for the Board.

Recommendation: N/A

|                  |              |            |                      |           |
|------------------|--------------|------------|----------------------|-----------|
| Time needed: N/A | Attachments: | <b>Yes</b> | Board vote required: | <b>No</b> |
|------------------|--------------|------------|----------------------|-----------|

**Agenda Item: Indemnity Request- Gallatin County Brucellosis Reactor**

Background Info: A Gallatin County DSA animal was identified as non-negative on a brucellosis test. The animal was tested as part of an annual herd test on 12/3/25 and the non-negative result was reported on 12/5/25. It was retested on 12/8/25 to confirm results and identification. As a result of the non-negative tests, the animal will be euthanized and sent to the Veterinary Diagnostic lab in Bozeman for tissue collection for further brucellosis testing (estimated euthanasia date 12/12/25). There is no federal indemnity for animals euthanized due to non-negative brucellosis tests. USDA will pay \$250 dollars for the diagnostic purchase of the animal, which results in a significant loss to the producer. This loss has been a consistent frustration of the program. With the recent legislation that allows MDOL to maintain and pay indemnity for animals destroyed due to program diseases, animal health is requesting the board to consider paying indemnity to better match the value of the animal. Based on recent Montana market sales this animal's estimated value is \$3,100.

Examples will be provided for consideration in determining this animal's value including a USDA indemnity calculator result and comparable market sales.

Request executive closed session to protect identify of the producer.

Recommendation: Approve Indemnity

|                         |              |            |                      |            |
|-------------------------|--------------|------------|----------------------|------------|
| Time needed: 10 minutes | Attachments: | <b>Yes</b> | Board vote required? | <b>Yes</b> |
|-------------------------|--------------|------------|----------------------|------------|

## Department of Livestock

1) Division  
Animal Health

## 2) Employee(s) Traveling

Kelsey Martin

Brenae Peterson

## 3) Justification

Travel to Texas for comparative cervical tuberculin (CCT) testing. Texas currently has a TB trace with thousands of cattle needing a CCT performed. Travel to Texas will allow personnel from DOL to gain experience in TB testing. It will also promote relationships and collaboration in disease response.

## 4) Itinerary

The exact location is unknown for TB testing but the basic itinerary will include travel to Texas on Sunday with TB testing being performed Monday through Friday. Travel back to Montana will occur on Saturday.

## 5) Cost Estimate

Travel - ~\$800 per person

Rental Car: ~\$360 (\$60 per day)

Lodging - ~\$900 per person

Per diem - \$378 per person

Total for 2 people - \$4,876

## 6) Submitted By

Requested By

Tahnee Szymanski, DVM

Title

State Veterinarian

Date

12/5/2025

## Approval - to be Completed by Agency Authorized Personnel

Date Approved by Board

Board Chair or EO

Title

Date

**NOTE: A travel expense voucher form must be filed within three months after incurring the travel expenses, otherwise the right to reimbursement will be waived.**

## Department of Livestock

1) Division  
Animal Health

## 2) Employee(s) Traveling

Dr. Tahnee Szymanski

## 3) Justification

USDA conducts disease program reviews at both the state level and international. Program reviews are designed to evaluate the efficacy of disease control programs in mitigating the risk of disease spread through animal movements, whether interstate or internationally. State Animal Health Officials are included on site/status evaluations. Sight evaluations provide an opportunity to learn how other states or countries manage disease and to bring that knowledge back to their respective states and industries. Like reviews of Montana's brucellosis program, these reviews are a tool for increasing understanding & dispelling concerns. To be considered for participation on a review team, candidates must complete online training & a background check that may take several months to complete. USDA is currently compiling an updated list of interested State Vets.

## 4) Itinerary

No specific location or date have been set for the program review.

## 5) Cost Estimate

Travel - Paid for by USDA

Travel expenses for Review Teams are paid by USDA. MDOL would only re responsible for salary during travel.

## 6) Submitted By

Requested By

Tahnee Szymanski, DVM

Title

State Veterinarian

Date

12/5/2025

## Approval - to be Completed by Agency Authorized Personnel

Date Approved by Board

Board Chair or EO

Title

Date

**NOTE: A travel expense voucher form must be filed within three months after incurring the travel expenses, otherwise the right to reimbursement will be waived.**

# STATE OF MONTANA

GREG GIANFORTE, GOVERNOR

## DEPARTMENT OF LIVESTOCK

PO BOX 202001  
HELENA, MONTANA 59620-2001



DEPARTMENT OF LIVESTOCK (406) 444-7323  
ANIMAL HEALTH & FOOD SAFETY DIVISION (406) 444-2976  
BRANDS ENFORCEMENT DIVISION (406) 444-2045  
CENTRALIZED SERVICES DIVISION (406) 444-4993  
FAX (406) 444-1929

## MEMORANDUM

From: Dr. Tahnee Szymanski, Administrator & State Veterinarian TS  
Subject: Traceability Requirements for Cattle Imported into Montana  
Date: January 24, 2025 (Original effective date: August 1, 2013)

**In general, all cattle imported into Montana must have the following:**

- **Official individual identification (ID) (840-RFID Tag),**
- **A certificate of veterinary inspection (CVI) with all required ID listed\*, and**
- **An import permit for handwritten CVIs ONLY.**

**Additionally, Canadian origin cattle must have a CAN hot iron brand that is 2-3 inches tall and applied high on the right hip OR a CAN ear tattoo.**

### Identification exemptions:

- Animals direct to an approved MT tagging site – to be tagged upon arrival. Required statement on CVI: "Animals in shipment are moving to an approved tagging site."
- Beef calves less than 6 months of age with dams – dams must have official individual ID.
- Beef steers and spayed heifers
- Beef heifers less than 18 months of age from all states EXCEPT Washington for FEEDING ONLY - Required statement on CVI: "Heifers are for feeding only."

### Documentation exemptions:

- Cattle from farm of origin to a [USDA Federally Approved Livestock Market](#) for qualification upon arrival do not require a CVI.
- Cattle from farm of origin to a [USDA Federally Approved Slaughter Facility](#) do not require a CVI if accompanied by an owner shipper statement.
- Sexually intact beef cattle less than 18 months of age and not in feeding channels do not require ID to be listed on the CVI. Required statement on CVI: "All animals in shipment have official individual ID."

*\* When a range of tags is listed on a CVI, a minimum of 90% of the listed tag numbers must represent animals in the shipment.*

**MONTANA DEPARTMENT OF LIVESTOCK  
ANIMAL HEALTH DIVISION  
OFFICIAL ORDER NO. 25-02**

**DATE:** November 20, 2025

**DATE EFFECTIVE:** November 20, 2025

**SUBJECT:** **Import Restriction on Equines Entering the State of Montana Due to Outbreak of Equine Herpesvirus-1 (EHV-1) and Equine Herpes Myeloencephalopathy (EHM)**

**STATUTORY AUTHORIZATION:** Montana Code Annotated §§ 81-1-302, 81-2-102(1)(d), and 81-2-703.

**ORDERED BY:** Dr. Tahnee Szymanski, DVM  
State Veterinarian  
Animal Health Administrator

**REVIEWED BY:** Michael Honeycutt  
Executive Officer  
Montana Board of Livestock

**ORDER**

The Montana Department of Livestock (Department) is statutorily charged with exercising supervision to protect the livestock interests of the state from disease. Mont. Code Ann. § 81-1-102(1).

Multiple confirmed cases of Equine Herpesvirus-1 (EHV-1) and Equine Herpes Myeloencephalopathy (EHM) in horses associated with equine events in Texas and Oklahoma have been reported in those and other states. EVH-1 is a highly contagious virus spread through the respiratory secretions of infected animals. EVH-1 infection can lead to illness, abortions, stillbirths, and the often-fatal neurological disease Equine Herpes Myeloencephalopathy (EHM). The presence of an equine infected with EVH-1 in the state poses a high risk that it will spread the virus to other equines it comes into contact with.

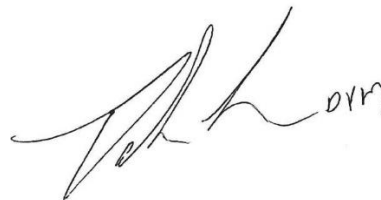
Accordingly, the Department's Animal Health Administrator/State Veterinarian has determined that circumstances exist constituting an imminent peril to equine health and welfare in the State of Montana and is issuing an emergency rule modifying import requirements for equines entering Montana. For purposes of this Order, "equines" means horses, mules, asses, and other members of the family Equidae.

Pursuant to Mont. Code Ann. § 81-2-102(1)(d), IT HEREBY ORDERED that:

1. All equines entering Montana must be traveling on a certificate of veterinary inspection (CVI) issued no earlier than seventy-two (72) hours prior to travel into Montana. *See* Mont. Code Ann. § 81-2-703(2). This 72-hour restriction also applies to equines who are issued a CVI in Montana to travel out-of-state and are returning to Montana on the same CVI. This Order modifies and supersedes the CVI requirements of Admin. R. Mont. 32.3.206.
2. Equines that may have been exposed to EHV-1 within the fourteen (14) days prior to CVI inspection are not eligible for importation into Montana until this Order is lifted. Mont. Code Ann. § 81-2-703(1); Admin. R. Mont. 32.3.203.
3. Equines that are exhibiting any clinical signs consistent with EHV-1 or EHM, including a fever, are not eligible for importation into Montana until this Order is lifted. Mont. Code Ann. § 81-2-703(1); Admin. R. Mont. 32.3.203.
4. All other importation requirements for equines eligible for entry into Montana pursuant to this Order remain in place.
5. This Order is effectively immediately.

This Order may last no longer than five (5) years and is subject to review, modification, or annulment by the Board of Livestock. Mont. Code Ann. §§ 81-2-102(2) and 81-1-302. The Board of Livestock's next regularly scheduled meeting is set for December 17, 2025. Official meeting information, including the agenda and public participation opportunities, will be available at <https://liv.mt.gov/Board-of-Livestock/index> when it becomes available.

DR. TAHNEE SZYMANSKI, DVM

A handwritten signature in black ink, appearing to read 'Tahnee Szymanski DVM', with a stylized flourish at the end.

Montana Department of Livestock  
State Veterinarian and Animal Health Administrator



# Board of Livestock Meeting

## Agenda Request Form

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                      |                                    |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------|------------------------------------|
| From: Jay Bodner                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Division/Program: Brands Enforcement | Meeting Date: 12/17/2025           |
| <b><u>Agenda Item:</u> Travel Request for Western States Livestock Rural Enforcement Association</b>                                                                                                                                                                                                                                                                                                                                                                |                                      |                                    |
| Background Info: Attend the Western States Livestock Rural Enforcement Association (WSLREA) annual conference, March 3-5, 2026, in Reno, NV. The WSLREA consists of multiple agencies dedicated to protecting the Livestock Industry from theft and straying, by utilizing new technologies and techniques with Local, Federal, and international partnerships. Attendees would include Jay Bodner, Brands Area Supervisors: Dan Bugni, Shawn Hando and Wes Seward. |                                      |                                    |
| Estimated cost of attendance: \$ 4580                                                                                                                                                                                                                                                                                                                                                                                                                               |                                      |                                    |
| Recommendation: Approve Travel                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                      |                                    |
| Time needed: 10 Minutes                                                                                                                                                                                                                                                                                                                                                                                                                                             | Attachments:                         | No Board vote required? Yes        |
| <b><u>Agenda Item:</u> Brands Division Update</b>                                                                                                                                                                                                                                                                                                                                                                                                                   |                                      |                                    |
| Background Info: <ul style="list-style-type: none"><li>• ServiceNow Updates</li><li>• Miller Creek Feral Horses</li><li>• Audits</li></ul>                                                                                                                                                                                                                                                                                                                          |                                      |                                    |
| Recommendation:                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                      |                                    |
| Time needed: 15 Minutes                                                                                                                                                                                                                                                                                                                                                                                                                                             | Attachments:                         | No Board vote required? No         |
| <b><u>Agenda Item:</u></b>                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                      |                                    |
| Background Info:                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                      |                                    |
| Recommendation:                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                      |                                    |
| Time needed:                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Attachments:                         | Yes No Board vote required: Yes No |
| <b><u>Agenda Item:</u></b>                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                      |                                    |
| Background Info:                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                      |                                    |
| Recommendation:                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                      |                                    |
| Time needed:                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Attachments:                         | Yes No Board vote required: Yes No |
| <b><u>Agenda Item:</u></b>                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                      |                                    |
| Background Info:                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                      |                                    |
| Recommendation:                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                      |                                    |
| Time needed:                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Attachments:                         | Yes No Board vote required: Yes No |

## Department of Livestock

1) Division  
Brands Enforcement

## 2) Employee(s) Traveling

Jay Bodner, Shawn Hando, Dan Bugni and Wes Seward

## 3) Justification

The Western States Livestock Rural Enforcement Association (WSLREA) consists of multiple agencies dedicated to protecting the Livestock Industry from theft and straying, by utilizing new technologies and techniques with Local, Federal, and International partnerships. It will also be an opportunity for the MT DOL Brands Division to continued training and improve information transfer to successfully investigate crimes and build partnerships across State borders. Attendees would include Jay Bodner, Shawn Hando, Dan Bugni and Wes Seward. The Western States Livestock Rural Enforcement Association (WSLREA) annual conference, will be held March 3-5, 2026 in Reno, NV

## 4) Itinerary

March 3th - Travel/Board Meeting

March 4th - Conference

March 5th - Conference

March 6th - Travel

## 5) Cost Estimate

|                      |        |
|----------------------|--------|
| Transportation       | \$1800 |
| Hotel                | \$1080 |
| Registration         | \$ 900 |
| Per Diem             | \$ 800 |
| Total Estimated Cost | \$4580 |

## 6) Submitted By

Requested By  
Jay BodnerTitle  
Brands Division AdministratorDate  
12/10/2025

## Approval - to be Completed by Agency Authorized Personnel

Date Approved by Board

Board Chair or EO

Title

Date

**NOTE: A travel expense voucher form must be filed within three months after incurring the travel expenses, otherwise the right to reimbursement will be waived.**