

DRAFT MINTUES
State Milk Commission
Oliver Hill Building, Richmond, VA
December 5, 2012

Kenneth Smith called the meeting of the State Milk Commission to order On Wednesday, December 5, 2012 at 10:30 a.m., at the Virginia Department of Agriculture and Consumer Services, Oliver Hill Building, 102 Governor Street, Conference Room 232 Richmond, Virginia.

THE COMMISSION:

PRESENT: Kenneth Smith, Chairperson; Rodney L. Phillips, Administrator; Jessica Jones, Commissioner; Gerald Heatwole, Commissioner; Patrick Crawford, Commissioner; Zachary Hatcher, Commissioner; Sharon Seymore, Dairy Auditor II; Dirk Holcomb, Dairy Auditor II; Theresa Klebert, Contractor, Shella Tillery, Administrative Assistant; Michael Myatt, Cooperative Milk Producers Association, and Lindsay Reames, Virginia Farm Bureau.

Absent: John Beasley, Commissioner, Laura Habr, Commissioner

Kenneth Smith asked for a motion to accept the minutes from the previous meeting. Gerald Heatwole so moved and Jessica Jones seconded the motion. The minutes were accepted as written.

The Administrator gave a review of Class I sales summary and adjacent market prices.

The Administrator reviewed the wholesale delivery percentages. After much discussion of the impact of an increase in the percentage requirement, it was agreed by the Commissioner's to re-evaluate the wholesale delivery percentages at the next meeting in February 2013.

The Administrator made a recommendation to amend the license as indicated below:

License No.	Type of License	Distributor	Company Rep.	Markets
295.000.4	PPGD	From: Homestead Creamery P.O. Box 506 Wirtz, VA 24092	David Bower	All

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License No.	Type of License	Distributor	Company Rep.	Markets
338.000.1	PGD	To: Homestead Creamery P.O. Box 506 Wirtz, VA 24092	David Bower	All

Gerald Heatwole made a motion to accept the amendment and the motion was seconded by Zachary Hatcher, effective January 1, 2013. Motion carried.

The Administrator informed the Commission that a regulatory review of the Commission's Regulations had taken place as a result of an Executive Order from the Governor. The only public comment received, as a result of the review, was to maintain the regulations as written. The Administrator will complete the filings with Regulatory Town Hall. The Administrator reported that the Audit Manual has been updated, stating that the most current Audit Manual will be essential as new hires are made upon retirements. The Administrator informed the Commission members of the findings and recommendations of the internal auditor. The Administrator informed the Commission members that a request to fill the vacant Auditor's position has been filed.

The meeting was opened for public comment. There was no public comment.

The next Commission meeting will be held February 15, 2013 at 10:30 a.m., at the Virginia Department of Agriculture and Consumer Services, Oliver Hill Building, 102 Governor Street in Conference Room 232, Richmond, Virginia.

Respectfully submitted,

Chairperson

Administrator