

LOUISIANA RICE RESEARCH BOARD

Crowley, Louisiana

November 5, 2020

MEMBERS PRESENT: Richard Fontenot, Dane Hebert, John Earles, Alan Lawson, Lester Cannon for LDAF Commissioner Mike Strain, Sammy Noel, Gerald Leonards, Jeffery Sylvester, Eric Savant, Jude Doise, John Denison, Kim Frey, Damian Bollich, and David LaCour

MEMBERS ABSENT: Jason Waller

OTHERS PRESENT: Kurt Guidry, Bruce Schultz, Dustin Harrell, Carol LeDoux, Scott Soileau, Kane Webb (virtually), Don Groth, Mike Salassi, Frankie Gould, Adam Fomoso, Andrew Schade and Andy Brown

The business meeting was called to order following Chairman, Richard Fontenot's, welcome to the group and explanation of Governor Edwards' order to allow virtual attendance of Board and Commission meetings due to the COVID-19 pandemic. Fontenot asked the group to be mindful of social distancing protocols and thanked LSU personnel for making sure the meeting could be conducted as such.

ACTION #1 A motion was made by Jude Doise, seconded by Jeffrey Sylvester and carried, to approve the implementation of Governor Edwards' order and suspend committee protocols to allow for virtual attendance.

Chairman Fontenot then began self-introductions, first by turning the floor to Commissioner Strain's new board designee from LDAF, Lester Cannon. Cannon noted he'd replace Benjy Rayburn following Rayburn's retirement. Lester listed his responsibilities with LDAF, including a recent addition of overseeing the Hemp program. Fontenot welcomed Cannon following all board members introducing themselves and noted Rayburn's years of quality service to the board and LDAF.

The Board next considered the proposed agenda for the meeting.

Action 2 A motion was made by Gerald Leonards, seconded by Sylvester and carried to approve the agenda as presented

The Board next considered the minutes of the previous meeting.

ACTION #3 A motion was made by Jeffrey Sylvester, seconded by Leonards and carried, to approve the minutes of the previous meeting on July 1, 2020.

Andy Brown then presented a collections report for both fiscal year end (FY2020) and for YTD Sept 2020. Brown noted the collections were up \$39,428 over budget projections FY2020 creating a carryover surplus. For the month of September assessment collections were \$95,414. The year to date assessment collections were \$138,661 and year to date refunds were \$2550. Brown had spoken with LDAF, and October collections report was being completed, but would not be available for this meeting. Brown then began to walk the board through other financial projections that would be considered later in the meeting for budgeting purposes.

Scott Soileau then reviewed the previous year end June 30, 2020 financial operating report (FY2020). He reviewed each of the various fund balances and discussed the current financial position of the Board. The Board discussed their current financial position and the current fund balances. Of note, Soileau mentioned a higher COL-Rice collection for the year than anticipated. He expected pace to return closer to trend in coming months. Soileau also noted the contributions to the LSU Foundation Endowment had reached the initial goal of \$2.5 million from contributions made in FY20.

Action #4 A motion was made by Kim Frey, Seconded by Leonards and carried, to receive and file the collections and financial reports presented.

For interest of time, Chairman Fontenot then asked the board to consider allowing USA Rice Report earlier in the agenda. With no objections, various USA Rice staff shared information about the virtual format for the 2020 Rice Outlook Conference. Steve Lindscomb gave updates regarding foundation programs, postponement of Rice Leadership activities, and updates regarding foundation research. Michael Klein and Sarah Moran gave project updates, with Moran's report relating to TRQ fund projections discussed in the financial report.

The Intellectual Property Committee report was then presented by committee chairman John Dennison. This year \$150,000 was available for projects. The committee recommend funding project requests as presented (attached). Chairman Fontenot reviewed the committee's purpose and the funding process, with he and Dennison noting that these funds would continue to decrease over time unless new IP contract were agreed to. Mike Salassi reminded the Board that the LSU AgCenter royalty funds are not transferred to the Board but are allocated to projects recommended by the committee and approved by the Board under the MOU. The majority of royalties come from technology used in other states and countries. Royalties will decline as patents roll

off. The committee also heard from Salassi on a potential agreement between the LSU AgCenter and a private company Nutriana Ag Solutions to partner in breeding efforts. Salassi noted this would get more up front contribution from a company who would likely benefit from breeding efforts at LSU.

ACTION #4 A motion was made by Jeffrey Sylvester, seconded by Dane Hebert and carried to approve the funding recommendations of the IP Committee of totaling \$150,000 with \$20,000 for rice/crawfish project request, \$39,500 for a research specialist, and \$90,500 to support farm management.

The Board then considered Col-Rice Fund Use Committee report and funding recommendations for Col-Rice TRQ funds. Dane Hebert presented the Col-Rice Committee report and recommendations. The Committee discussed the endowment and the success to reach \$2.5 million. The Committee recommended the funding of one project, \$20,000 for black bird control for 2021. They also recommended allocating the remainder of Col-Rice TRQ funds of \$660,000 to be made available for two plot combines (one for pest management and one for weed control projects) and a flex harrow for the South Farm. The Board discussed how the Col-Rice TRQ funds became available, the process in place and the future of this source of revenue.

ACTION #6 A motion was made from the committee's action through Dane Hebert, seconded by Gerald Leonards and carried, that the Col-Rice committee recommendations for Col Rice TRQ funds be approved as presented for \$20,000 be allocated for 2021 black bird depredation and the allocation of an additional \$660,000 for equipment needs requested (two plot combines {one for pest management and one for weed control projects} and a flex harrow for the South Farm).

The Board then considered representation for Louisiana on the national Col-Rice Committee. Chairman Fontenot noted that John Dennison had been serving in this role and was interested in continuing to serve. Discussion ensued amongst the board on the role of this committee.

ACTION #7 A motion was made by Gerald Leonards, seconded by John Earls and carried to reappoint John Dennison as Louisiana's Col-Rice representative.

The Board then considered the checkoff assessment and EU TRQ income estimates and operating budget. Andy Brown reviewed the assessment income for this year's crop, checkoff income balances as of 6/30/20 and the board's operational budget estimates for FY 2021. After some discussion and general agreement on income estimates and operating expenses, the Board began to discuss the proposed research projects (continuing and new) and the funding requests. Other budget considerations, such as legal fees and projections on future TRQ incomes were discussed. Chairman

Fontenot charged the group to give extra consideration to the validity and usefulness of projects funded, to not become dependent on TRQ funds for research. FY2020's short crop required use of TRQ funds for research, Fontenot noted, but that becoming dependent on those dollars would be a disservice to the researchers moving forward if that funding continues to decrease as projected.

The Board then entered into review of each continuing project and established funding levels for 2021 by reducing some projects and maintaining some others at their 2020 levels. The Board then reviewed new projects and selected new projects to be funded for 2021.

ACTION #9 A motion was made by Dane Hebert, seconded by John Dennison and carried to approve funding levels for the LSU AgCenter 2021 new and continuing projects at a total funding level \$2,100,220. (Continued projects should be funded at \$1,701,909, \$62,200 for new, \$330,041 from remaining COL-Rice funds and \$6070 from EU-TRQ funds)

Dr. Salassi then discussed faculty changes, announcing Dustin Harrell as the new Rice Station Director upon Don Groth's retirement. Harrell would thus turn over his extension specialist duties upon this new appointment. The Board congratulated Dustin on his appointment and thanked Dr. Groth for his great years of work.

Dr. Salassi introduced Andrew Schade, a representative for the LSU Foundation, who then gave the 2020 Endowment Report, updating the board on the performance of the invested funds and allocation of funds (report attached).

The approved projects, final funding level allocations and budget are attached. After agreeing to the 2020 funding allocations and budget, the Board considered the necessary contracts for 2020.

ACTION #10 A motion was made by John Dennison, seconded by Damian Bollich and carried to approve the funding levels, budget and necessary contracts for FY2021 with organizations and individuals in the amounts agreed to in the approved operating budget and project allocations; USA Rice up to \$15,060; The Rice Foundation \$35,000; accounting with Dugas, Soileau and Breaux \$1,600; administrative with Andy Brown \$2,000. LSU AgCenter in the amount of \$2,237,706 for projects and \$500,000 for an endowment installment at the LSU Foundation.

Andy Brown then briefly reviewed the ethics training and reporting requirements for Board members. The online ethics training is an annual requirement to be fulfilled by the end of the year. Members were encouraged to send their completion certificate to Andy Brown via email. There is also a new requirement for a virtual sexual harassment

training that Brown had distributed electronically.

Fontenot concluded business by giving a brief legal matters update. There had been some activity regarding appeals, with some reaching the state supreme court in coming months.

The next Board meeting would potentially be held in June 2021 immediately following the field day program, depending on COVID restrictions at that time.

The Public Comment period was held. No comments were received.

There being no further business the meeting was adjourned.

AGENDA

(Tentative)

LOUISIANA RICE RESEARCH BOARD

November 5, 2020

- I. Call to Order
- II. Approval of Agenda
- III. Minutes of Previous Meeting
- IV. Financials
 - a. Collection Report
 - b. Financial Report
- V. Intellectual Property Rights (IP) Committee Report
- VI. Col-Rice Funds Use Committee Report & Recommendations
- VII. USA Rice Foundation Update
- VIII. Budget Consideration
 - a. Review of Project Proposals and Funding History
 - b. Develop and Approve 2021 Budget
- IX. Approval of Contracts
 - a. LSU AgCenter & LSU Foundation
 - b. USA Rice Federation
 - c. USA Rice Foundation
 - d. Scott Soileau, CPA
 - e. Andy Brown, Manager
- X. Updates
 - a. LSU AgCenter
 - b. USA Rice
 - c. Legal Considerations
 - d. Public Servant Training Requirements
 - i. Online Ethics Training
 - ii. NEW Sexual Harassment Training
- XI. Public Comment
- XII. Adjourn

LOUISIANA RICE RESEARCH BOARD

Minutes

Crowley, Louisiana
Acadia Parish Extension Office
July 1, 2020

MEMBERS PRESENT: Richard Fontenot, John Denison, John Earles, Sammy Noel, Kim Frey, Gerald Leonards, Jeffery Sylvester, Eric Savant, Damian Bollich, Jason Waller, Jude Doise,

MEMBERS ELECTRONIC PRESENT: Alan Lawson, Benjy Rayburn LDAF, and David LaCour

MEMBERS ABSENT: Dane Hebert

OTHERS PRESENT: Andy Brown, Adam Famoso, Mike Salassi, Bruce Schultz, Scott Soileau, Kane Web, Kurt Guidry, Don Groth, Mike Salassi, Steve Linscombe, Dustin Harrell, Betsy Ward, Frankie Gould, Carol LeDoux

Chairman, Richard Fontenot called the Louisiana Rice Research Board (LRRB) meeting to order at 1:05 pm and asked members to review the agenda items. He spoke to the procedural changes due to COVID-19 requiring social distancing and Governor Edwards Executive Order to allow for electronic attendance. Fontenot welcomed those attending electronically and checked the audio/visual. He also recognized the faculty and staff of LSU who had accommodated these changes.

ACTION #1 A motion was made by Kim Frey, seconded by Jeffery Sylvester and carried, to approve the agenda.

Chairman Fontenot then asked board members to review the minutes while he gave a brief chairman's report. He reminded the board the minutes were sent electronically, but encouraged them to again review them presented at the meeting. The chairman's report mentioned the LSU online field day and encouraged members and guests to review the presentations that had been made earlier in the day via the online field day website. He briefly charged the board with their intent to consider the research presented through this field day and other updates they would hear in this meeting, outlined the subcommittees and their particular responsibilities to keep them mindful of the members' respective assignments, and again thanked LSU for accommodating the challenging times to still provide growers with quality information. He concluded by asking director Andy Brown to call the roll of the board.

The Board next considered the minutes of the previous meeting which had been sent to all members.

ACTION #2 A motion was made by Sammy Noel, seconded by Gerry Leonards and carried, to dispense with the reading of the minutes and approve them as presented.

The LDAF May 2020 assessment collections report was then presented by Andy Brown. For the month of May assessment collections paid to the Board (gross) was \$42,354.30. The year to date gross assessment collections were \$1,314,775.09 and year to date refunds were \$113,561.09. The year to date collections were on track with budget estimates with a net of \$1,189,214.00 with June collections left to go.

Scott Soileau then reviewed the May 31, 2020 financial operating report. He reviewed each of the various fund balances and discussed the current financial position of the Board. The Board discussed their current financial position and the current fund balances in regards to refunds and disbursements.

Col-Rice Representative John Denison then gave a report on the Col-Rice Board activities. The Board had not met in person due to COVID-19. Mr. Denison reported funds were up due to a January tender, exceeding budget projections. Figures had already been covered in Mr. Soileau's report. Denison spoke to the challenges for the group to do trade missions or outreach due to pandemic, but were still seeing positive results due to demand for rice during the times of COVID-19.

ACTION #3 A motion was made by John Denison, seconded by Sammy Noel and carried, to receive and file the financial and collections reports.

Chairman Fontenot reported that John Denison had served in 2019-2020 as the Col-Rice Board and thanked him for his service. He then reviewed the structure of Dennison chairing the IP subcommittee for LRRB and Dane Hebert chairing the subcommittee for COL-Rice for LRRB. But explained Dennison's role as a national COL-Rice representative gave the board some checks and balances over those funds both internally and externally.

ACTION #6 A motion was made by Jude Doise, seconded by Eric Savant and approved that John Denison continue serving as Louisiana's director on the Col-Rice Board.

Fontenot the review subcommittee assignments. LRRB Col-Rice Committee was then discussed, as members currently serving were asked their pleasure on continuing to serve on this subcommittee. Dane Hebert (chair), David LaCour, Jeffery Sylvester, and Gerald Leonards were reappointed to this subcommittee by unanimous consent. Similarly, the IP committee members John Dennison (chair), Alan Lawson, Jude Doise, Jason Waller, and Sammy Noel were reappointed to this subcommittee by unanimous consent.

Fontenot then described the idea for a new subcommittee, Program Development. This committee would be charged with reviewing research priorities,

polling farmer and checkoff contributors as to their interests, and would work with LSU and other PI's to focus the scope of research to best match these priorities and farmer interests. The board discussed this committee favorably, going over a timeline and logistics of the subcommittee forming and meeting before the November proposal meeting. LSU personnel also joined the discussion to best meet the needs of the researchers and administration to accomplish these new goals.

ACTION #7 A motion was made by Eric Savant, seconded by Damian Bollich and carried, that the Board approve the formation of the new Program Development Committee.

Fontenot then discussed with members who did not already have a committee assignment their willingness to join the new PD committee. Eric Savant, who had omitted himself from the COL-Rice committee nominations agreed to serve now on PD and was joined by Damian Bollich and Kim Frey who had not previously served on a subcommittee to form the new PD committee. John Earles would replace Eric Savant on COL-Rice. And Fontenot would chair the PD committee.

Dr. Mike Salassi then updated the board on the LSU virtual field day. He mentioned that LSU would likely try to blend the inperson and virtual formats moving forward, making the research presentations more accessible year round.

Salassi then began a presentation on an agreement LSU was proposed to enter into with Nutrien Ag. Adam Famoso joined the presentation as well discussing the agreement terms, access to a new breeding facility, and current challenges on the breeding program with facility, budget and personnel restraints. LSU Staff reassured the board this agreement would not influence the release of conventional varieties, with only one variety being offered to Nutrien Ag for patent and sale. Doise and Noel suggested LA farmers should receive some sort of discount/rebate for the one variety dealt to this company and LSU agreed to pass along that suggestion to Nutrien Ag. LSU also mentioned LRRB would be consulted on the conventional variety dealt to Nutrien Ag at a later date. LSU concluded the presentation with benefits of the deal and how it would enhance the overall breeding program, allowing for more return on investment LRRB dollars.

Betsy Ward, CEO USA Rice, then addressed the board electronically, inviting board members to attend the electronic USA Rice Board meeting the second week of July. Betsy discussed challenges USA Rice was facing for meetings due to COVID. She discussed options for the Outlook conference, USA Rice financials, and other research related efforts.

Kane Webb then presented information about the LA Rice Growers new website, directory updates, and a report from the LA Rice Growers Assoc. Meeting. The new LRGA website was released that morning along with the LSU Field Day.

Dr. Linscombe gave an update regarding the USA Rice Foundation and thanked the board for their support. Dr. Linscombe discussed Latin America Rice Quality Research, highlighting the work of Adam Famoso, targeting taste preferences and the impact that could have for the LA rice market. Linscombe then made a request for

states to reimburse USA Rice Foundation for the cost of this project, prorated by acres grown in each state. John Dennison shared experiences of visiting Latin America and supported the work.

ACTION #8 A motion was made by John Dennison, seconded by Eric Savant, and carried for LRRB to contribute \$22,100 to this Latin America Preferences Project, to be budgeted at the November 2020 meeting.

Fontenot briefly discussed the lack of movement on legal challenges involving LRRB and mentioned motions that had been filed in appellate court for the defendants. No ruling had been made at the time of the meeting regarding these motions.

Chairman Fontenot then asked Brown to briefly review the ethics training and reporting requirements for Board members. Members will receive reminder emails and texts from Andy Brown, of which he had done for previous deadline in May 2020.

Fontenot then displayed the Governor's proclamation allowing for electronic attendance and asked for any public comment. No guests raised any questions.

ACTION #9 A motion was made by John Dennison, seconded by Gerald Leonards and carried to suspend LRRB rules to adhere to Governor Edwards' Proclamation regarding electronic attendance due to COVID-19 for this meeting.

Chairman Fontenot brought up the election of officers.

ACTION #10 A motion was made by Jeffrey Sylvester, seconded by Damian Bollich, and carried to reelect all officers for the 2020-2021 term whereas Richard Fontenot – Chairman, Dane Hebert – Vice Chairman, and John Dennison – Secretary/Treasurer.

The next meeting date was tentatively set for Thursday, November 5th. This would be the project review meeting. Committee meetings were also tentatively scheduled prior to the full meeting. Both IP and Col-Rice will meet October 29th, with IP meetings at 10:00 am and Col-Rice at 1:00pm. A meal will be provided between meetings for both committees. PD Committee would meet at the request of the Chairman once the committee was better established.

There being no further business the meeting was adjourned from a motion from Jeffrey Sylvester, seconded and carried by Kim Frey.

FY20 Year End

Louisiana Rice Research Board Income Statement
June 2020

	<u>Jun 20</u>	<u>Jul '19 - Jun 20</u>	<u>Budget Projections</u>
Ordinary Income/Expense			
Income			
R. RESEARCH ASSESSMEN...	<u>47,637.69</u>	<u>1,362,412.78</u>	1,310,985.00
Total Income	<u>47,637.69</u>	<u>1,362,412.78</u>	
Gross Profit	<u>47,637.69</u>	<u>1,362,412.78</u>	
Expense			
PAID TO LDAF			
PD TO LDAF-RICE RSRCH	<u>0.00</u>	<u>12,000.00</u>	12,000
Total PAID TO LDAF	<u>0.00</u>	<u>12,000.00</u>	
PAID TO BOARD			
PD TO RICE RESRCH BD	<u>0.00</u>	<u>1,189,214.00</u>	
Total PAID TO BOARD	<u>0.00</u>	<u>1,189,214.00</u>	
REFUNDS			
RICE RESEARCH	<u>0.00</u>	<u>113,561.09</u>	104,878.80
Total REFUNDS	<u>0.00</u>	<u>113,561.09</u>	
Total Expense	<u>0.00</u>	<u>1,314,775.09</u>	
Net Ordinary Income	<u>47,637.69</u>	<u>47,637.69</u>	
Net Income	<u>47,637.69</u>	<u>47,637.69</u>	

Actual 1,245,533.98

Budgeted 1,206,106.20

FY20 Budget surplus = 39,427.78

FY21 YTD

Louisiana Rice Research Board Income Statement
September 2020

	<u>Sep 20</u>	<u>Jul - Sep 20</u>
Ordinary Income/Expense		
Income		
R. RESEARCH ASSESSMENTS	<u>95,413.84</u>	<u>138,660.75</u>
Total Income	<u>95,413.84</u>	<u>138,660.75</u>
Gross Profit	<u>95,413.84</u>	<u>138,660.75</u>
Expense		
PAID TO LDAF		
PD TO LDAF-RICE RSRCH	<u>1,908.28</u>	<u>2,773.22</u>
Total PAID TO LDAF	<u>1,908.28</u>	<u>2,773.22</u>
REFUNDS		
RICE RESEARCH	<u>2,029.54</u>	<u>2,549.68</u>
Total REFUNDS	<u>2,029.54</u>	<u>2,549.68</u>
PAID TO BOARD		
PD TO RICE RESRCH BD	<u>91,476.02</u>	<u>133,337.85</u>
Total PAID TO BOARD	<u>91,476.02</u>	<u>133,337.85</u>
Total Expense	<u>95,413.84</u>	<u>138,660.75</u>
Net Ordinary Income	<u>0.00</u>	<u>0.00</u>
Net Income	<u>0.00</u>	<u>0.00</u>

Checkoff Balance		
6/30/2020		
Balance	\$ 522,867.26	Account Bal.
Payments	\$ (457,476.50)	LSUAgCtr 2019 Final
	\$ (7,529.75)	USA RICE
	\$ (4,305.00)	LLA AUDIT
	\$ (1,000.00)	AB
	\$ (800.00)	Scott
	\$ 51,756.01	net
March Collection	\$ 60,083.43	
June	\$ 47,637.69	
Balance	\$ 159,477.13	Net Checkoff Bal.

6/30/2019	EUTRQ Unencumbered Balance	
6/30/2019	\$ 17,609.54	EUTRQ Balance
6/12/2020	\$ 5,960.81	EUTRQ Inc
5/12/2020	\$ (17,500.00)	LSU Res 2019
6/30/2020	\$ 6,070.35	EUTRQ Balance

6/30/2020 COLRICE TRQ Unencumbered Balance		
6/30/2020	\$ 3,536,169.87	TRQ Account
Adj	\$ (6,070.35)	EUTRQ Balance
not yet paid	\$ (444,426.50)	LSUAgCtr 2020 Final 1/2
not yet paid	\$ (30,000.00)	Rice Foundation
2020	\$ 3,055,673.02	Col Rice Unencumbered
Oct COL RICE	38,628.01	
	\$ 3,094,301.03	COL Rice Funds Total
	\$ (1,500,000.00)	Reserve Est. 11/14
20-Oct	\$ 1,594,301.03	ColRice Bal. Available

COLRICE INCOME 2020 - Calendar Year	
January	\$ 1,832,801.51
June	\$ 81,661.66
October	\$38,628.01
Total	\$ 1,953,091.18

Draft minutes

Louisiana Rice Research Board

**Intellectual Property Committee
Crowley, Louisiana**

October 26, 2020

MEMBERS PRESENT: John Denison, Alan Lawson, Jude Doise and Sammy Noel,
Jason Waller (Virtually)

MEMBERS ABSENT: N/A

OTHERS PRESENT: Don Groth, Andy Brown, Mike Salassi, Dustin Harrell, Kurt Guidry, and
Richard Fontenot (Virtually)

Committee Chairman John Denison called the meeting to order with self-introductions and reviewed the purpose of the meeting. The agenda was reviewed.

Action #1: A motion was made by Sammy Noel, seconded by Jude Doise and carried, to approve the agenda as presented.

The minutes of the previous meeting were then considered. While the minutes were being read Andy Brown pointed out the 2020 funding information for reference later in the meeting. Don Groth then updated the group about 2020 funding. He highlighted the crawfish project, mentioning oxygen sensor work and other extension materials resulting from the project. Groth also mentioned renovations of Greenhouse #3 were complete and staff had begun the move in process.

Action #2: A motion was made by Jude Doise, seconded by Alan Lawson and carried, to approve the minutes as presented.

Mike Salassi gave background on the process and future projections of the intellectual property of the LSU AgCenter. Salassi gave a brief recap of the MOU between LRRB and the LSU AgCenter and other historical context about the purpose of the committee. Dr. Salassi and Dr. Guiry noted that the predicted reduction in Clearfield technology royalties. The MOU allows for 1% of collections, or 10% of LSU's share of overall revenue be stewarded by the IP Committee. Dr. Guidry and Dr. Harrell referenced continued development of Provisia technologies were moving forward. For 2020, the IP committee's allotment for project recommendation amounts to \$150,000; \$75,000 in royalties matched by AgCenter funds.

Groth and Dennison then reviewed the proposed requests for 2021. It was noted that the farm manager request was only a portion of funds needed for that position, but Groth fit the request to budget constraints.

Sammy Noel then discussed crawfish research and updated the group on impacts from the Apple Snail. He mentioned the invasive pest was spreading and was a threat to rice and crawfish production moving forward. Harrell shared what treatment options were available and what work was being done with LSU to address the pest, but agreed further study needed to be done to find more control options and to take in consideration spread on public waters or other lands not in rice/crawfish production.

Action #3: A motion was made by Jude Doise, seconded by Alan Lawson and carried, to accept the projects as presented (requests attached) totaling \$150,000 for 2021.

Dr. Salassi then began a discussion with the committee on the finalizing of an agreement between Nutrien Ag and the LSU AgCenter. He also said negotiations were occurring on restructuring IP agreements and other opportunities with BASF. With IP royalties declining, LSU was looking for these companies to put up monies on the front end of research agreements to help sustain variety and other technology work that would bring revenue to both partners, hopefully, in future release of hybrids and other rice technologies. The group discussed Provisia and its continued development with Dr. Harrell. Salassi reminded the committee of the details of the Nutrien agreement, with discussion occurring about their acquiring of one conventional variety developed by LSU, in exchange for funding and future partnership in facilities, personnel, and royalty income.

Andy Brown then addressed the committee about overall Board projections on checkoff and other revenues, preparing them for the full board meeting on the 5th of November. Following Brown's remarks, Richard Fontenot expressed appreciation to the LSU AgCenter and its leadership for the continued opportunity to make recommendations on a percentage of these funds. He also made comments about agenda items for the full board meeting, as well as thanked the committee for working to steward IP dollars to return value back to the LA rice industry.

There being no additional business the meeting was adjourned.

AB

Attachments

2021 PROPOSED FUNDING FOR RRB – IP COMMITTEE

Item	Amount
Crawfish/Rice Research	\$20,000
Research Farm Specialist (including fringe) – Utomo & Wenefrida Projects	\$39,500
Farm Management (including fringe)	\$90,500
TOTAL	\$150,00
Available Est.	\$150,000

TRQ Funds, Account Information and Policy Brief (11/04/2020)

TRQ FUNDS		
FY21 Beginning Balance - Cash	6/30/2020	\$ 3,536,169.87
Less LSU AgCtr 2020 Final Payment (TRQ Projects)		\$ (444,426.50)
Less Net EU TRQ Balance		\$ (6,070.35)
Less Rice Foundation 2020		\$ (30,000.00)
Balance Before Allocations		\$ 3,055,673.02
Potential Allocations:		
Reserve		\$ (1,500,000.00)
Net Unencumbered ColRice TRQ Balance		\$ 1,555,673.02
Income from October Auction		\$ 38,628.01
Net ColRice TRQ Funds Available		\$ 1,594,301.03

(Cash on hand 6/30/2020)
 (1/2 of 2020 LSU ColRice Projects)
 (Net EU TRQ after 2020 final payment)
 (FY 2020 Dues still to be paid)
 (Balance before allocations for Reserve & Chair)
 (Policy adopted in Nov 14 & 15)
 (NET Balance with Suggested Allocations for Chair & Reserve.)
 (October Auction Income)
 (Net ColRice Funds available for FY21)

EU TRQ Income

Year	Amount
2019	\$28,444.91
2020	\$5,960.81
2021	\$0.00 Estimate

Tender History

ColRice Tenders & Deposits - 2016	
Feb 1st - 65,972 mt Tender	3/11/2016 \$ 1,574,581.84
June 2nd - 13,694 mt Tender	6/28/2016 \$ 165,927.30
Oct 13th - 14,543 mt Tender	11/11/2016 \$ 240,981.02
Yearly Total	\$ 1,981,490.16

COL-Rice Income Since Last Budget

	Amount	Metric Tonnage	Avg Bid
\$ 1,832,801.51	Jan-20	78,672	\$325.61
\$ 81,661.66	Jun-20	16,331	\$72.20
\$ 38,628.01	Oct-20	17,343	\$39.33
\$ 1,953,091.18			

ColRice Tenders & Deposits - 2017

Jan 30th - 68,940 mt	\$ 1,354,057.16
June 1 - 14,311 mt	\$ 176,239.34
October 12 - 15,197 mt	\$ 50,804.21
Yearly Total	\$ 1,581,100.71

LSU Foundation Payments for Endowed Chair

Date Approved	Date Paid	Amount Paid	Balance
11/4/2015	12/10/2018	\$1,000,000	\$1,000,000

ColRice Tenders & Deposits - 2018

Jan 29 - 72,043 mt	\$ 464,455.69
June 7 - 14,955 mt	\$ 92,499.35
Oct 11 - 15,881	\$ 134,140.07

**LOUISIANA RICE RESEARCH BOARD
COL-RICE COMMITTEE MEETING**

Draft Minutes

**Crowley, Louisiana
October 26, 2020**

MEMBERS PRESENT: Dane Hebert, Eric Savant, David LaCour, Jeffery Sylvester (virtual), Gerald Leonards, John Earles

ABSENT: N/A

OTHERS PRESENT: Andy Brown, Richard Fontenot (virtual), Kurt Guidry, Dustin Harrell, Don Growth, Mike Salassi

COL-RICE Committee Chairman Dane Hebert called the committee meeting to order. Self-introductions of committee members and guests were conducted. The committee agenda was read charging the committee to begin the process of prioritizing the use of COL-RICE research funds and develop recommendations for the LRRB to consider. The draft agenda was reviewed and discussed.

ACTION #1 A motion was made by, Gerald Leonards seconded by David LaCour and carried, to approve the meeting agenda.

The minutes of the previous meeting were dispersed as handouts.

ACTION #2 A motion was made by Gerald Leonards, seconded by David LaCour and carried, to approve the previous committee meeting minutes as presented.

Andy Brown presented the history of TRQ funds and updated the committee on current funding status. Brown distributed financials of the 2020 TRQ collections (attached). The history of the funds has established a precedent of only appropriating funds collected, rather than projecting funds into the future. The report presented includes October sales projections, only because Brown believes the Board will have the actual results by the budget meeting for the full Board in the following week. Brown continued by distributing a breakdown of TRQ collections and a balance sheet showing a balance of \$1,602,673.02 for appropriation by the committee. It was explained this excludes \$1.5 million held in reserve, as established in LRRB policies in 2014, but does include October projections and projected interest income of \$8,000.

Brown then transitioned into a briefing on the overall collections and disbursements of the LRRB for 2020, pointing to remaining payments for 2020 contracts. Brown reviewed 2019 projections estimated a decrease in COL-RICE funds for 2020, but that actual sales were substantially higher, leaving the committee with a more favorable funding position for 2021 requests.

Chairman Hebert requested to move forward in the agenda to hear all proposed funding, first with an update on the endowed chair previous COL-Rice dollars have supported.

Richard Fontenot addressed the group virtually, noting a balance of \$2.5 million in the endowment. Fontenot referenced goals of the board to get the endowment above \$3 million for a higher rate of return to provide itself more useful for the chair with increased expendable funds. Hebert then asked current chair Don Groth to update the committee on returns and how they are being used. Groth stated current endowment funds have purchased bulk seed, fertilizer, chemicals, and other inputs across the rice station to support the entire portfolio of research projects and station activities. Mike Salassi shared that this rate of return is dependent on interest rates and other investment factors. He reminded the committee of fees assessed on the endowment and also referenced the board's previous goals and ability to see a higher rate of return with further investment.

Discussion ensued between committee members and guests on priorities and the financial priorities for the 2021 proposed funding. Dr. Groth led the group through the requests (attached).

The group then began a lengthy discussion on historical priority of use of TRQ funds for infrastructure, as opposed to short term funding of research projects. It was discussed about the increase in dependency on TRQ dollars for research projects and how that would present challenges as TRQ funds decreased, as research projects typically only increase in cost over the life of the project. Committee members asked questions about the need for two combines, as requested, and the differences between brands/models. LSU personnel discussed timely harvest challenges, the effectiveness of the black bird project, and the efficiency provided by the flex harrow requested that was in use on the "North farm" with a need for another on the "South Farm".

Brown reminded the group of the approval for funding of a USA Rice Foundation project from the July 2020 board meeting. He explained this did not have to come from TRQ funds, but that it would have to be considered in the overall budget process at the full November board/budget meeting.

Hebert, Leonards, and Fontenot all spoke of the importance of the endowment and shared their desire to see the \$3 million goal reached for return on TRQ dollars in perpetuity. Earles pointed out the need for harvest efficiency for accurate research data and supported the combine proposals as necessary for success of the checkoff dollars spent annually on research. He also supported the idea of infrastructure improvements for long term success of numerous research projects. Different funding scenarios were run at the request of Andy Brown and he shared the overall Board budget effects from those changes.

ACTION #3 A motion was made by Gerald Leonards, seconded by David LaCour and carried, to recommend to the LRRB that Col-Rice funds be utilized in prioritized order of further contribution to the chair endowment at \$500,000; fulfilling the requested \$680,000 requests from LSU as presented (\$20,000 for black bird project; \$360,000 for Wintersteiger combine; \$280,000 for a Zurn Combine; \$20,000 for south farm flex harrow); \$30,000 towards 2021 Rice Foundation Dues; \$22,100 for USA Rice Foundation project with Dr. Linscombe; and the remaining balance of approximately \$370,573 to be considered for use on research projects.

Gerald Leonards then confirmed with Fontenot that this would be strictly a recommendation to the Board from the committee. Fontenot and Hebert discussed with committee members the need to look at the research proposals ahead of the November meeting and requested Brown

provide historical context of COL-Rice funding in relation to research project based funding and infrastructure and other asset purchases and improvements.

There being no additional business the meeting was adjourned.

AB/

Attachments

2021 PROPOSED FUNDING FOR RRB – COL RICE COMMITTEE

Item	Amount
Black Bird Management Project	\$20,000
Wintersteiger halftrack plot combine for pest management group	\$360,000
Zurn 150 Plot combine for Weed Control Project	\$280,000
Flex Harrow for South farm	\$20,000
TOTAL	\$680,000

Also requested from USA Rice Foundation:

\$30,000 USA Rice Foundation Dues

\$22,100 for a Latin America taste preferences study conducted by Dr. Steve Linscombe

Also brought forward for consideration by COL-Rice Committee members:

Reaching \$3 Million dollar goal for Endowed Chair

LSU Project Funding History (2013-2020)

Project Year	Checkoff Funding	EU TRQ Projects	COL-Rice Projects	COL-Rice Infrastructure	Endowed Chair	Total Annual Funding	Rice Acres
2020	\$914,953	\$35,000	\$888,853	\$0	\$500,000	\$2,338,806	414,000
2019	\$1,502,950	\$48,609	\$605,000	\$305,000	\$500,000	\$2,961,559	436,000
2018	\$1,243,025	\$32,588	\$596,511	\$580,000	\$500,000	\$2,952,124	395,000
2017	\$1,480,363	\$32,588	\$318,550	\$1,575,000	\$0	\$3,406,501	428,000
2016	\$1,582,147	\$29,625	\$0	\$1,700,000	\$400,000	\$3,711,772	415,000
2015	\$1,507,147	\$0	\$0	\$397,588	\$600,000	\$2,504,735	462,000
2014	\$1,268,904	\$0	\$0	\$0	\$0	\$1,268,904	413,000
2013	\$1,335,447	\$57,263	\$0	\$0	\$0	\$1,392,710	397,000
Total	\$10,834,936	\$235,673	\$2,408,914	\$4,557,588	\$2,500,000	\$20,537,111	

RICE PROJECTS & REPORTS 2021					
Department/Proposal Title Principal Investigator	Booklet Page	2020 EU-TRQ	2020 ColRice TRQ	2020 Checkoff	2020 Funded
<i>Continuing Projects - Page 1</i>					
Ag Economics & Agribusiness Economic Analysis of Rice Production and Farm Management in Louisiana Deliberto, Michael (Salassi)	45			\$40,000	\$40,000
Entomology Integrated Management Strategies for Insect Pests of Rice Wilson, Blake (Stout)	49			\$112,100	\$112,100
Idlewild Research Station Development of an Encapsulation Protocol for Sodium Nitrite for Control of Feral Swine in Rice Gentry, Glen	54	\$15,000			\$15,000
Macon Ridge Research Station Evaluation of Fungicides on Important Rice Diseases Under Upland (Row Rice) Conditions Price, Paul	58			\$14,800	\$14,800
Northeast Research Station Yield Evaluation of Commercial-Advanced (CA) Testing Program in Northeast Louisiana Burns, Dennis (last year PI was Donnie Miller)	62			\$15,000	\$15,000
Nitrogen Fertilization of Furrow Irrigated Rice Using Surge Valve Irrigation Copes, Josh	66			\$35,000	\$35,000
Plant Pathology & Crop Physiology Characterization and Utilization of Genetic Traits for Resistance to Multiple Diseases of Rice Ham, Jong Hyun	70			\$50,000	\$50,000
H. Rouse Caffey Rice Research Station Applied Molecular Breeding Angira, Brijesh	29		\$71,000		\$71,000
Multiple Generation Rice Breeding Nursery Famoso, Adam	17		\$83,000		\$83,000
Development of Superior Rice Varieties for Louisiana Famoso, Adam	21		\$528,770		\$528,770

RICE PROJECTS & REPORTS 2021

Department/Proposal Title Principal Investigator	Booklet Page	2021 Request	2021 Funded	2020 EU-TRQ	2020 ColRice TRQ	2020 Checkoff
<i>Continuing Projects - Page 1</i>						
Ag Economics & Agribusiness Economic Analysis of Rice Production and Farm Management in Louisiana Deliberto, Michael (Salassi)	45	\$40,000				
Entomology Integrated Management Strategies for Insect Pests of Rice Wilson, Blake (Stout)	49	\$117,100				
Idlewild Research Station Development of an Encapsulation Protocol for Sodium Nitrite for Control of Feral Swine in Rice Gentry, Glen	54	\$30,000				
Macon Ridge Research Station Evaluation of Fungicides on Important Rice Diseases Under Upland (Row Rice) Conditions Price, Paul	58	\$35,000				
Northeast Research Station Yield Evaluation of Commercial-Advanced (CA) Testing Program in Northeast Louisiana Burns, Dennis (last year PI was Donnie Miller)	62	\$15,000				
Nitrogen Fertilization of Furrow Irrigated Rice Using Surge Valve Irrigation Copes, Josh	66	\$35,000				
Plant Pathology & Crop Physiology Characterization and Utilization of Genetic Traits for Resistance to Multiple Diseases of Rice Ham, Jong Hyun	70	\$59,650				
H. Rouse Caffey Rice Research Station Applied Molecular Breeding Angira, Brijesh	29	\$71,000				
Multiple Generation Rice Breeding Nursery Famoso, Adam	17	\$83,000				
Development of Superior Rice Varieties for Louisiana Famoso, Adam	21	\$551,647				

RICE PROJECTS & REPORTS 2021					
Department/Proposal Title Principal Investigator	Booklet Page	2020 EU-TRQ	2020 ColRice TRQ	2020 Checkoff	2020 Funded
<i>Continuing Projects - Page 2</i>					
Enhancement of Rice Research and Extension Communications Gould, Frankie	41			\$48,395	\$48,395
Development of Disease Control Practices in Rice Groth, Donald	1			\$72,250	\$72,250
Rice Management Strategies for Efficient Utilization of Agronomic Inputs and Natural Resources Resources Harrell, Dustin	5		\$186,083	\$4,552	\$190,635
Louisiana Rice Research Verification Program Harrell, Dustin	9			\$49,111	\$49,111
Evaluation of of Water Management Practices on Greenhouse Gas Emissions in Main and Ratoon Crop Kongchum, Manoch	13	\$20,000			\$20,000
Development of Hybrid Rice for Louisiana Oard, James	25			\$169,408	\$169,408
Development of Herbicide-Resistant Rice and Improved Nutritional Quality Wenefrida, Ida	37			\$24,689	\$24,689
School of Plant, Environmental & Soil Sciences Remote Sensing Ground Control Point Network to Support Precision Agriculture in Rice Farms Shiratsuchi, Luciano	74			\$33,250	\$33,250
Weed Management in Herbicide-Resistant/Tolerant and Conventional Rice Webster, Eric	33			\$174,398	\$174,398
Total Request for Continuing Projects		\$35,000	\$868,853	\$842,953	\$1,746,806

RICE PROJECTS & REPORTS 2021

Department/Proposal Title Principal Investigator	Booklet Page	2021 Request	2021 Funded	2020 EU-TRQ	2020 ColRice TRQ	2020 Checkoff
<i>Continuing Projects - Page 2</i>						
Enhancement of Rice Research and Extension Communications Gould, Frankie	41	\$48,395				
Development of Disease Control Practices in Rice Groth, Donald	1	\$72,250				
Rice Management Strategies for Efficient Utilization of Agronomic Inputs and Natural Resources Resources Harrell, Dustin	5	\$190,635				
Louisiana Rice Research Verification Program Harrell, Dustin	9	\$49,111				
Evaluation of of Water Management Practices on Greenhouse Gas Emissions in Main and Ratoon Crop Kongchum, Manoch	13	\$20,000				
Development of Hybrid Rice for Louisiana Oard, James	25	\$169,408				
Development of Herbicide-Resistant Rice and Improved Nutritional Quality Wenefrida, Ida	37	\$25,689				
School of Plant, Environmental & Soil Sciences Remote Sensing Ground Control Point Network to Support Precision Agriculture in Rice Farms Shiratsuchi, Luciano	74	\$33,700				
Weed Management in Herbicide-Resistant/Tolerant and Conventional Rice Webster, Eric	33	\$183,120				
Total Request for Continuing Projects		\$1,829,705				

RICE PROJECTS & REPORTS 2021					
Department/Proposal Title Principal Investigator	Booklet Page	2020 EU-TRQ	2020 ColRice TRQ	2020 Checkoff	2020 Funded
<i>New Projects</i>					
Central Region					
Advance in Spray Plane Technologies Price, Randy	80				
Macon Ridge Research Station					
Investigation of Rice Response to Soil Applied Liquid Fertilizers Parvej, Rasel	84				
Northeast Research Station					
Development of Best Management Practices for Furrow Irrigated Rice or Row Rice Production Systems in NELA Miller, Donnie	88				
Plant Pathology and Crop Physiology					
Screening of LSU AgCenter Breeding Lines for Durable Resistance to Blast Disease Oliveira-Garcia, Ely	92				
Improvement of Management Strategies for Narrow Brown Leaf Spot of Rice Richards, Jonathan	96				
School of Plant, Environmental & Soil Sciences					
Evaluation an Enhancement of Cold Tolerance in Louisiana Adapted Rice Breeding Lines Subudhi, Prasanta	100				
H. Rouse Caffey Rice Research Station					
Development of Identity Preservation Tools and Products to Improve Competitiveness of Southern US Rice Utomo, Herry	104				
Total Request for New Projects					

RICE PROJECTS & REPORTS 2021

Department/Proposal Title Principal Investigator	Booklet Page	2021 Request	2021 Funded	2020 EU-TRQ	2020 ColRice TRQ	2020 Checkoff
<i>New Projects</i>						
Central Region						
Advance in Spray Plane Technologies Price, Randy	80	\$24,500				
Macon Ridge Research Station						
Investigation of Rice Response to Soil Applied Liquid Fertilizers Parvej, Rasel	84	\$30,000				
Northeast Research Station						
Development of Best Management Practices for Furrow Irrigated Rice or Row Rice Production Systems in NELA Miller, Donnie	88	\$30,000				
Plant Pathology and Crop Physiology						
Screening of LSU AgCenter Breeding Lines for Durable Resistance to Blast Disease Oliveira-Garcia, Ely	92	\$30,100				
Improvement of Management Strategies for Narrow Brown Leaf Spot of Rice Richards, Jonathan	96	\$32,200				
School of Plant, Environmental & Soil Sciences						
Evaluation an Enhancement of Cold Tolerance in Louisiana Adapted Rice Breeding Lines Subudhi, Prasanta	100	\$35,000				
H. Rouse Caffey Rice Research Station						
Development of Identity Preservation Tools and Products to Improve Competitiveness of Southern US Rice Utomo, Herry	104	\$24,101				
Total Request for New Projects		\$205,901				

RICE PROJECTS & REPORTS 2021					
Department/Proposal Title Principal Investigator	Booklet Page	2020 EU-TRQ	2020 ColRice TRQ	2020 Checkoff	2020 Funded
Non-AgCenter Project					
Blackbird Management William Futch	78		\$20,000		\$20,000
Project Extension Request					
Experimental Statistics					
Implementation of Digital Agricultural Techniques to Improve Outcomes and Practices at the Rice Research Station Gentimis, Thanos	65			\$25,000	\$25,000
Final Reports					
Northeast Research Station					
Best Management Practices for Row Rice Production Systems in Northeast Louisiana Miller, Donnie	108			\$30,000	\$30,000
School of Plant, Environmental & Soil Sciences					
Breeding Salt Tolerant Rice Varieties Subudhi, Prasanta	110			\$7,000	\$7,000
H. Rouse Caffey Rice Research Station					
Developing High Yielding Rice with Lower Glycemic Index, Increased Bran Oil, and Improved Baking Quality for Emerging Markets Utomo, Herry				\$10,000	\$10,000
Total Funded in 2020		\$35,000	\$888,853	\$914,953	\$1,838,806
Total Funding Request for 2021					
Total Funded for 2021					

RICE PROJECTS & REPORTS 2021

Department/Proposal Title Principal Investigator	Booklet Page	2021 Request	2021 Funded	2020 EU-TRQ	2020 ColRice TRQ	2020 Checkoff
Non-AgCenter Project						
Blackbird Management William Futch	78	\$20,000				
Project Extension Request						
Experimental Statistics						
Implementation of Digital Agricultural Techniques to Improve Outcomes and Practices at the Rice Research Station Gentimis, Thanos	65					
Final Reports						
Northeast Research Station						
Best Management Practices for Row Rice Production Systems in Northeast Louisiana Miller, Donnie	108	final report				
School of Plant, Environmental & Soil Sciences						
Breeding Salt Tolerant Rice Varieties Subudhi, Prasanta	110	final report				
H. Rouse Caffey Rice Research Station						
Developing High Yielding Rice with Lower Glycemic Index, Increased Bran Oil, and Improved Baking Quality for Emerging Markets Utomo, Herry		final report				
Total Funded in 2020						
		\$ 2,055,606				
Total Funding Request for 2021						
Total Funded for 2021						

Table 1. CHECKOFF REVENUE PROJECTIONS 10/20/2020

		ESTIMATES		
2020 CROP	NASS		EU -TRQ	COL-Rice TRQ
ACRES	474,000		2020	YTD
YIELD (hundredweight)	68.0	41.9 barrels		
TOTAL PRODUCTION	32,232,000			
CHECKOFF	\$ 0.05			
TOTAL COLLECTIONS	\$ 1,611,600.00			
REFEUNDS & SLIPPAGE (%)	9			
TRQ			0	
EU 2021				1,953,091
COL-Rice 2020				
REVENUE ESTIMATE	\$1,466,556		\$0	\$ 1,953,091

Table 2. Unencumbered Balances

		FUNDS		
	CHECKOFF & VD	TOTAL	EU -TRQ	COL-Rice TRQ
UNENCUMBERED BALANCE 6/30/20	\$ 159,477.13	\$ 3,259,849	6,070	3,094,301
(Net of all Contractual Obligations) Reserve (allocation Nov 14 & 15)				(1,500,000)
TOTAL FUNDS	\$ 159,477		\$ 6,070	\$ 1,594,301

TABLE 3. PROJECTED BUDGET RICE RESEARCH BOARD 2020-2021.

		FUNDS		
	CHECKOFF & VD	TOTAL	EU -TRQ	COL-Rice TRQ
UNENCUMBERED BALANCE 6/30/19	159,477	\$1,759,849	6,070	1,594,301
ESTIMATED REVENUE	1,466,556		0	
INTEREST INCOME EST	1,500			8,000
FUNDS AVAILABLE	\$ 1,627,533		\$ 6,070	\$ 1,602,301
EXPENSES				
LDAF	12,000			
OPERATING EXPENSES				
STATE AUDIT	4,305			
PROFESSIONAL FEES	3,600			
LEGAL RESERVE (6/27/18)	150,000			
PRINTING	2,500			
MISCELLANEOUS	1,000			
USA RICE FEDERATION	15,060			
USA RICE FOUNDATION	5,000			30,000
TOTAL OPERATING EXP.	181,465			
TOTAL EXPENSES	193,465			
NET FUNDS AVAILABLE	1,434,068		6,070	1,572,301
TOTAL COMBINED FUNDS		\$3,012,440		

ETHICS TRAINING REQUIREMENT

Rice Research Board,

Per your request at the previous board meeting, I wanted to provide you with a reminder that the Louisiana Ethics Administration Training is due by December 31, 2020. You can log in and complete the training at <https://laethics.net/EthicsTraining/login.aspx>

Information regarding the one hour ethics training course is available by following this link www.ethics.la.gov. Again this one hour of education and training on the ethics code will need to be completed annually (pursuant to LAR.S.42:1170(A)). It can also be completed by attending a live seminar.

If you need, you can request a new password. Once you are logged in you can look for your past certificates to see if you have complete training for this year. The training is broken up into sections and each one is saved before going to the next. Also you do not have to complete all of them in one session. After completing the training, you should save both an electronic and paper copy of your certificate of completion for your files. You are also welcome to email me the certificate and I will file it for you.

Office of the Commissioner
State of Louisiana
Division of Administration

JOHN BEL EDWARDS
GOVERNOR



JAY DARDENNE
COMMISSIONER OF ADMINISTRATION

MEMORANDUM

TO: All Agency Heads

FROM: Jay Dardenne
Commissioner of Administration

DATE: October 14, 2019

SUBJECT: Sexual Harassment – Notice of Personal Liability

In the 2019 Regular Legislative Session, the legislature enacted La. R.S. 42:351-354, which reiterates the illegality of sexual harassment under state and federal law, and the requirement that government agencies develop and implement policies and related training to prevent such behavior in the workplace. Importantly, this legislation also created new law which imposes potential personal financial liability upon public servants determined to have engaged in sexually inappropriate workplace behavior.

I am required to provide annual notice to agency heads of this potential personal liability. You are required to ensure that this notice is disseminated to every newly employed, appointed and elected public servant. You must also disseminate this notice to every public servant in your agency on an annual basis.

I urge you to supplement your agency's existing policy prohibiting sexual harassment to include reference to this potential personal liability. For new hires, this notice should be provided during orientation, along with a copy of your agency's policy. For existing employees, this notice should be included in your agency's annual training on sexual harassment.

SEXUAL HARASSMENT

NOTICE OF PERSONAL LIABILITY

Louisiana law requires government agencies to develop and implement policies and related training to prevent sexual harassment in the workplace. The prohibitions and requirements within these policies apply to all public servants -- employees, appointees and elected officials.

Taxpayers are financially burdened by judgments and settlements arising from claims of sexual harassment. To reduce this impact, La. R.S. 42:351 declares that consideration be given to requiring that a public servant, determined to have engaged in sexually inappropriate behavior, personally reimburse all or a portion of any such judgment or settlement. La. R.S. 42:353 sets forth the process and factors to be considered in making this determination, and authorizes the Attorney General to file suit against a public servant to enforce the state's right to reimbursement and indemnification.

Notice of this potential personal liability is to be disseminated, along with the agency's policy prohibiting sexual harassment, to every newly hired public servant. This notice also is to be disseminated, on an annual basis, to every public servant in the executive branch of state government.

LOUISIANA DEPARTMENT OF AGRICULTURE AND FORESTRY

SEXUAL HARASSMENT POLICY

**ACKNOWLEDGMENT AND CERTIFICATION
FOR BOARD AND COMMISSION MEMBERS**

My signature hereon acknowledges that:

1. I have received a copy of LDAF's Policy Prohibiting Sexual Harassment, which is applicable to all Boards and Commissions under LDAF authority;
2. I have received a copy of the Notice of Personal Liability from the Commissioner of Administration;
3. I have read the Policy and the Notice of Personal Liability;
4. I agree to abide by the terms and provisions of the Policy and the Notice of Personal Liability;
5. I have viewed and completed the Preventing Sexual Harassment online training at the link provided to me.

Board/Commission Member Signature

Date

Board/Commission Member Printed Name

Board or Commission

Position

Please sign and return to the Director for your Board/Commission at:

Louisiana Department of Agriculture and Forestry
5825 Florida Blvd
Baton Rouge, LA 70806

Or email to the Director for your Board/Commission.