

Part I – Agency Profile

Agency Overview

The Idaho Legislature created the Idaho State Department of Agriculture (ISDA) in 1919 to assist and regulate the state's fast-growing agricultural industry. The primary purposes for establishment were to protect Idaho's crops and livestock from the introduction and spread of pests and transmittable diseases, to help provide the industry with a system for the orderly marketing of agricultural commodities, and to protect consumers from contaminated products or fraudulent marketing practices. These purposes still drive the department today.

The department derives its statutory authority from multiple sections of the Idaho Code. Section 22-101 creates the Department of Agriculture and the position of director. Section 22-102 provides that the director “shall organize the department into such divisions and other administrative sub-units as may be necessary in order to efficiently administer the department,” and section 22-103 lists specific directorial duties. Title 22 also contains the authority for the Plant Industries Division, the Agricultural Resources Division, and the department’s Marketing Bureau. The primary authority for the Animal Industries Division lies within Title 25 and Title 37, while the Agricultural Inspections Division, which includes the Bureaus of Weights and Measures and Bonded Warehouse, derives authority from Titles 69 and 71.

In addition to the five divisions which primarily make up the ISDA, four commodity commissions—the Idaho Honey Advertising Commission, Idaho Hop Commission, Idaho Mint Commission and Idaho Sheep and Goat Health Board—are also technically housed within the ISDA, although each entity maintains its autonomy. The department works closely with all other agriculture commodity commissions. The Idaho Food Quality Assurance Laboratory was assigned by the Idaho Legislature to the Department of Agriculture on July 1, 2005, and the department works cooperatively with the Idaho Food Quality Assurance Institute to administrator the day-to-day operations of the laboratory. In addition, the Bureau of Laboratories was established within the agency in 2015 to manage all six ISDA laboratories.

The Idaho State Department of Agriculture has a current budget of approximately \$46 million. For FY2020, the state general fund accounts for 26 percent of the budget. The remainder of the department’s funding comes from various types of fees assessed directly to the segment of industry being regulated or receiving services. Federal sources also assist the department with the funding of certain programs. The department is currently staffed with approximately 300 full-time employees. The Bureau of Shipping Point Inspection and other units of the department also hire hundreds of seasonal employees each year.

Idaho agriculture has been the engine of our state’s economy, and the department embraces each new opportunity and stands ready to provide leadership.

Core Functions/Idaho Code

- **Animal Health:** Responsible for regulatory animal disease control and prevention programs through the inspection and investigation of livestock and livestock facilities, and the regulation of movement of animals in intrastate, interstate and international commerce.
- **Plant Health:** Responsible for the registration and inspection of commercial feed, fertilizer and soil and plant amendments; export certification; pest exclusion; control of grasshoppers and Mormon crickets; prevention and control of noxious weeds and invasive species.
- **Inspection Services:** Inspect commodities for quality and condition at the shipping point, using official grade standards developed by the United States Department of Agriculture (USDA) and ISDA for fresh fruits and vegetables. Also inspect and certify organic operations, all weighing devices and licensed warehouses.

- Pesticide:** Responsible for the regulatory use and distribution of pesticides in Idaho by conducting inspections and investigations; monitoring ground and surface water for pesticides; registration of pesticides, conducting pesticide training and licensing of pesticide applicators, chemigators and dealers.
- Market Development:** The mission of the Market Development program is to “market and promote Idaho’s food, beverage and agriculture products to increase sales and economic sustainability.” The division conducts both domestic and international programs providing direct assistance to farmers, ranchers, shippers and processors in establishing new customers for their products, increasing sales and stimulating economic growth.

Revenue and Expenditures

Revenue	FY 2016	FY 2017	FY 2018	FY 2019
General Fund	\$0	\$900	\$0	\$33,500
Animal Damage Control	\$100,000	\$100,000	\$100,000	\$100,000
Administration & Accounting	\$1,028,700	\$831,500	\$832,500	\$994,500
Facilities Maintenance	\$264,600	\$286,500	\$311,100	\$236,400
Agriculture Inspections	\$1,226,700	\$1,327,100	\$1,311,300	\$1,385,500
Weights and Measures	\$471,200	\$483,000	\$480,500	\$500,100
Invasive Species	\$15,800	\$6,800	\$33,100	\$53,700
Special Pest Eradication	\$342,600	\$209,700	\$140,200	\$129,300
Agriculture Fees	\$6,795,800	\$7,088,400	\$7,217,400	\$7,288,700
Redifit Intermodel	\$33,200	\$87,300	\$79,300	\$108,800
Federal Grant	\$3,147,900	\$3,668,300	\$4,258,000	\$4,803,800
Rural Partnership				
Seminars and Publications	\$124,100	\$87,700	\$111,100	\$69,000
USDA Publications				
Fresh Fruit and Vegetable Inspections	\$9,033,100	\$8,076,100	\$7,022,700	\$7,872,200
Development Loans	\$5,000	\$3,300	\$9,200	\$6,800
Commodity Indemnity Fund	\$241,000	\$220,100	\$251,800	\$279,800
Seed Indemnity Fund	\$872,100	\$854,400	\$923,900	\$971,300
Quality Assurance Lab	\$470,000	\$430,200	\$444,900	\$435,700
Total	\$24,171,800	\$23,761,300	\$23,527,000	\$25,269,100
Expenditures	FY 2016	FY 2017	FY 2018	FY 2019
Personnel Costs	\$19,207,400	\$19,904,200	\$20,417,800	\$21,551,900
Operating Expenditures	\$8,083,300	\$7,329,800	\$7,093,800	\$7,069,200
Capital Outlay	\$731,800	\$945,900	\$763,700	\$1,055,200
Trustee/Benefit Payments	4,966,200	\$4,424,100	\$5,365,200	\$6,424,700
Total	\$32,988,700	\$32,604,000	\$33,640,500	\$36,101,000

Profile of Cases Managed and/or Key Services Provided

Cases Managed and/or Key Services Provided	FY 2016	FY 2017	FY 2018	FY 2019
Animal Industries				
Investigate suspected diseases, conduct licensing, inspection, and certification for compliance with state or federal Animal Health laws	4,200	3,902	4,850	4,876
Perform disease tests on animals and animal tissues for regulatory diseases to meet import/export requirements and for zoonotic diseases	102,251	132,236	432,002	480,418

Cases Managed and/or Key Services Provided	FY 2016	FY 2017	FY 2018	FY 2019
Inspect all dairy farms and plants for compliance with sanitation, quality, and wholesomeness standards	8,419	7,378	7,535	7,518
Perform tests on finished dairy products for quality. Presence of adulterants and to determine producer payment	8,267	8,663	8,595	8,667
Inspect and approve all dairy and beef waste management systems for compliance with state and federal laws	2,302	2,757	3,398	3,609
Animal care investigations and inspections	46	53	53	87
Agriculture Inspections				
License and inspect all warehouses, commodity dealers, and seed buyers	175	175	174	176
Certified and inspected organic producers, processors, and handlers	243	269	271	251
Inspect and test all known commercially-used weighing and measuring devices	25,507	28,717	32,796	31,740
Provide information to public concerning weights and measures issues	8 Briefing to Industry / 4 Metrology Lab Tours / 2 Media News Contacts	3 Briefings to Industry / 4 Metrology Lab Tours / 2 Negotiated Rulemaking Meetings / 1 Media Contact	1 Briefing to Industry / 6 Metrology Lab Tours / 2 Media Contacts	1 Briefing to Industry / 6 Metrology Lab Tours / 1 Media Contact / 2 negotiated rulemaking meetings
Maintain Idaho metrology lab certification by planning for future federal requirements	2016-2017 Two Year Accreditation	2017 Accreditation	2018-2019 Two Year Accreditation	2019 Accreditation
Number of pounds of fruits and vegetables certified by the Shipping Point Inspection Program	11.5 Billion Pounds	10.6 Billion Pounds	10.1 Billion Pounds	10.8 Billion Pounds
Agricultural Resources				
Review and registration of applications for pesticide registrations	11,545	12,049	12,204	12,317
Pesticide applicator licenses	8,011	8,131	9,549	9,912
Pesticide inspections and investigations	605	538	601	608
Chemigation Equipment Inspections	253	287	262	278
USDA Inspections ⁱ	0			0
Groundwater samples collected	1,372	1,442	1,448	1,411
Laboratory analysis of groundwater samples collected	31,145	32,736	32,872	32,034
Conduct statewide groundwater sampling follow-ups	144	172	174	165
Laboratory analysis of ground water follow-up samples collected	3,168	3,784	3,784	3,360
Worker protection training sessions	10	77	55	26
Worker protection inspections	187	106	130	94
Waste pesticides disposed (Pounds)	150,795	122,333	129,763	131,235
Pesticide containers recycled (Pounds) ⁱⁱ	267,638	0	0	0

Cases Managed and/or Key Services Provided	FY 2016	FY 2017	FY 2018	FY 2019
Plant Industries				
Review/registration of feed and fertilizer labels and products	28,618	26,037	30,659	31,014
Collect commercial feed samples	967	1,052	899	1,065
Issue Nurseryman/Florists licenses	1,853	1,831	1,883	2,037
Field Inspections – acres	68,250	67,961	65,494	68,938
Issue phytosanitary certificates	4,448	4,768	4,170	4,295
Collect seed samples for compliance to Idaho pure seed law, noxious weed law, feed law, and referee testing	171	72	273	225
Perform purity, germination, and special testing of certified seeds for Idaho Crop Improvement Association and uncertified seeds for the seed industry	4,222	4,593	8,767	9,156
Issue seed dealer's licenses	645	667	646	648
Invasive species watercraft inspections	64,157	91,484	93,083	113,175
Number of Hop bale inspections conducted by the Hops Program	36,084 Bales	38,092 Bales	53,677	64,156
Marketing and Development				
Lead international trade missions	5	6	6	5
Participate in targeted domestic and international trade shows	14	12	12	13
Develop promotional events and materials	30	31	76	79
Recruit Idaho companies into the Idaho Preferred Program	305	310	319	291

Licensing Freedom Act

Agencies who participate in licensure must report on the number of applicants denied licensure or license renewal and the number of disciplinary actions taken against license holders.

	FY 2016	FY 2017	FY 2018	FY 2019
AIRBORNE CONTROL PERMITSⁱⁱⁱ				
Total Number of Licenses	N/A	N/A	19	24
Number of New Applicants Denied Licensure	N/A	N/A	0	0
Number of Applicants Refused Renewal of a License	N/A	N/A	0	0
Number of Complaints Against Licensees	N/A	N/A	0	0
Number of Final Disciplinary Actions Against Licensees	N/A	N/A	0	0
AGRICULTURAL INSPECTIONS DIVISION – WAREHOUSE CONTROL				
Total Number of Licenses	164	160	162	160
Number of New Applicants Denied Licensure	0	0	0	0
Number of Applicants Refused Renewal of a License	0	0	0	0
Number of Complaints Against Licensees	0	0	0	0
Number of Final Disciplinary Actions Against Licensees	0	1	1	0

	FY 2016	FY 2017	FY 2018	FY 2019
AGRICULTURAL INSPECTIONS DIVISION – WEIGHTS & MEASURES				
Total Number of Licenses	5194	5271	5231	5213
Number of New Applicants Denied Licensure	0	0	0	0
Number of Applicants Refused Renewal of a License	0	0	0	0
Number of Complaints Against Licensees	78	76	75	54
Number of Final Disciplinary Actions Against Licensees	251	301	298	326
AGRICULTURAL RESOURCES DIVISION				
Total Number of Licenses	8011	8131	9549	9912
Number of New Applicants Denied Licensure ^{iv}	152	108	83	96
Number of Applicants Refused Renewal of a License ^v	44	39	65	40
Number of Complaints Against Licensees	48	60	42	23
Number of Final Disciplinary Actions Against Licensees	44	26	65	41
ANIMAL INDUSTRIES DIVISION				
Total Number of Licenses	168	168	161	166
Number of New Applicants Denied Licensure	0	0	0	0
Number of Applicants Refused Renewal of a License	0	0	0	0
Number of Complaints Against Licensees	0	0	0	0
Number of Final Disciplinary Actions Against Licensees	0	0	0	0
ANIMAL INDUSTRIES DIVISION – DAIRY BUREAU				
Total Number of Licenses	314	310	418	333
Number of New Applicants Denied Licensure	0	0	0	0
Number of Applicants Refused Renewal of a License	0	0	0	0
Number of Complaints Against Licensees	0	0	0	0
Number of Final Disciplinary Actions Against Licensees	0	0	0	1
ANIMAL INDUSTRIES DIVISION - LIVESTOCK				
Total Number of Licenses	156	165	161	181
Number of New Applicants Denied Licensure	2	3	3	5
Number of Applicants Refused Renewal of a License	0	0	0	0
Number of Complaints Against Licensees	0	0	0	0
Number of Final Disciplinary Actions Against Licensees	0	0	0	0
BUREAU OF LABS – SEED LAB LICENSE				
Total Number of Licenses	644	667	646	648
Number of New Applicants Denied Licensure	0	0	0	0
Number of Applicants Refused Renewal of a License	0	0	0	0
Number of Complaints Against Licensees	0	0	0	0
Number of Final Disciplinary Actions Against Licensees	0	0	0	0
PLANT INDUSTRIES DIVISION				
Total Number of Licenses	1,853	1,882	1,937	2,153
Number of New Applicants Denied Licensure	0	0	0	0
Number of Applicants Refused Renewal of a License	0	0	0	0
Number of Complaints Against Licensees	0	0	0	0

	FY 2016	FY 2017	FY 2018	FY 2019
Number of Final Disciplinary Actions Against Licensees	0	0	0	0

Red Tape Reduction Act

Each agency shall incorporate into its strategic plan a summary of how it will implement the Red Tape Reduction Act, including any associated goals, objectives, tasks, or performance targets. This information may be included as an addendum.

	As of July 1, 2019
Number of Chapters	79
Number of Words	245,360
Number of Restrictions	3,508

Part II – Performance Measures

Performance Measure		FY 2016	FY 2017	FY 2018	FY 2019	FY 2020
Goal 1						
Fulfill core statutory responsibilities by protecting the public, plants, animals and environment using regulation and education.						
1. Conduct inspections, investigations, surveillance, and testing to prevent the introduction/spread of animal disease.	actual	106,451	136,138	436,852	485,294	-----
	target	100,000* annual inspections, investigations and tests	100,000* annual inspections, investigations and tests	100,000* annual inspections, investigations and tests	100,000* annual inspections, investigations and tests	100,000* annual inspections, investigations and tests
2. Respond to all allegations of improper animal care within 24 hours of receiving complaint.	actual	46 cases 100%	53 cases 100%	53 cases 100%	87 cases 100%	-----
	target	Complaints 40 24 hour response 100%	Complaints 40 24 hour response 100%	Complaints 40 24 hour response 100%	Complaints 40 24 hour response 100%	Complaints 40 24 hour response 100%
3. Complete phytosanitary certificates within a prescribed timeframe from date received. 78% processed within 24 hours, 15% processed after 2 business days, 7% processed after 3 business days or more.	actual	59% within 24 hours 16% after one business day 18% after 2 business days 7% after 3 or more days	80% within 24 hours 22% after one business day 6% after 2 business days 2% after 3 or more days	78% within 24 hours 17% after one business day 5% after 3 or more days	72% within 24 hours 20% after one business day 7% after 2 business days 1% after 3 or more days	-----
	target	78% within 24 hours 15% after 2 days 7% after 3 or more days	78% within 24 hours 15% after 2 days 7% after 3 or more days	78% within 24 hours 15% after 2 days 7% after 3 or more days	78% within 24 hours 15% after 2 days 7% after 3 or more days	78% within 24 hours 15% after 2 days 7% after 3 or more days

Performance Measure		FY 2016	FY 2017	FY 2018	FY 2019	FY 2020
4. Provide and approve sufficient ongoing recertification training opportunities processing 95% of requests within five days of receipt.	actual	848 Seminars 98%	862 Seminars 96%	857 Seminars 96%	822 Seminars 96.5%	-----
	target	Requests 800 95% approved and posted in 5 working days	Requests 800 95% approved and posted in 5 working days	Requests 800 95% approved and posted in 5 working days	Requests 800 95% approved and posted in 5 working days	Requests 800 95% approved and posted in 5 working days
Goal 2						
Foster confidence in Idaho's agriculture industry and market transactions by maintaining a strong commitment to those programs intended to safeguard consumer confidence.						
5. Provide fresh fruit and vegetable inspection services for all applicant requests assuring product meets marketing order and grade on label while maintaining less than 1% reversal rate.	actual	642 Applicants 30,619 certificates issued 6 reversals	616 Applicants 28,129 certificates issued 6 reversals	554 Applicants 27,439 certificates issued 3 reversals	570 Applicants 27,078 certificates issued 0 reversals	-----
	target	Applicants 515 Certificates 28,000 1% reversal rate	Applicants 515 Certificates 28,000 1% reversal rate	Applicants 515 Certificates 28,000 1% reversal rate	Applicants 515 Certificates 28,000 1% reversal rate	Applicants 515 Certificates 28,000 1% reversal rate
6. Inspect, test and follow-up compliance on weighing and measuring devices. Reaching a rejection rate of less than 5% and rechecking at least 60% of rejected devices.	actual	25,507 device inspections, 8.8% rejected 73% of the rejected devices rechecked	28,717 device inspections 6.3% rejected 70.3% of the rejected devices rechecked	32,796 device Inspections 6.5% rejected 67.7% of the rejected devices rechecked	30,094 device inspections 4.7% rejected 65% of the rejected devices rechecked	-----
	target	Inspections 27,000 <5% Rejected 60% Recheck	Inspections 27,000 <5% Rejected 60% Recheck	Inspections 27,000 <5% Rejected 60% Recheck	Inspections 27,000 <5% Rejected 60% Recheck	Inspections 27,000 <5% Rejected 60% Recheck
7. Conduct pesticide-related inspections for compliance resulting in less than 5% of investigations involving repeat offenders for specific violations.	actual	0.3% (2/605)	0.744% (4/538)	0.3% (2/590)	0.0% (0/523)	-----
	target	600 <5% repeat violations	600 <5% repeat violations	600 <5% repeat violations	600 <5% repeat violations	600 <5% repeat violations

Performance Measure		FY 2016	FY 2017	FY 2018	FY 2019	FY 2020
8. Approve or deny within 91 days, 95% of feed labels and 80% of fertilizer and soil and plant amendment labels that are submitted for review.	actual	98% feed within 91 days 100% fertilizer within 91 days 100% soil and plant amendment within 91 days	99.73% feed within 91 days 99.84% fertilizer within 91 days 99.53% soil and plant amendment within 91 days	99.39% feed within 91 days, 100% fertilizer within 9 days and soil and plant amendment within 91 days	100% feed within 91 days 92% of fertilizer within 9 days and soil and plant amendment within 91 days	-----
	target	98% feed within 91 days 100% fertilizer within 91 days 100% soil and plant amendment within 91 days	98% feed within 91 days 100% fertilizer within 91 days 100% soil and plant amendment within 91 days	98% feed within 91 days 100% fertilizer within 9 days 100% soil and plant amendment within 91 days	98% feed within 91 days 100% fertilizer within 9 days 100% soil and plant amendment within 91 days	98% feed within 91 days 100% fertilizer within 9 days 100% soil and plant amendment within 91 days
Goal 3 Support the growth and sustainability of Idaho’s agriculture industry by increasing domestic and international sales opportunities of Idaho foods and agricultural products to foster industry growth and profitability.						
9. Recruit 12 new companies per year into the Idaho Preferred Program and retain 90% of current members per year while attaining a 60% consumer awareness of the Idaho Preferred logo.	actual	23 new companies 98% retention 52% consumer awareness	8 new companies 95% retention 42% consumer awareness	13 new companies 95% retention Consumer awareness N/A ^{vi}	14 new companies 92% retention Consumer awareness N/A ^{vi}	-----
	target	New members 12 90% Retention rate 60% consumer awareness	New members 12 90% Retention rate 60% consumer awareness	New members 12 90% Retention rate	New members 12 90% Retention rate	New members 12 90% Retention rate
10. Obtain a minimum average overall customer satisfaction rating of 4 for promotions, missions, workshops and events using a scale of 1–5, 5 being the highest.	actual	4.4	4.9	4.7	4.3	-----
	target	Minimum average customer satisfaction rating of 4	Minimum average customer satisfaction rating of 4	Minimum average customer satisfaction rating of 4	Minimum average customer satisfaction rating of 4	Minimum average customer satisfaction rating of 4

Performance Measure Explanatory Notes

- ⁱ Funding for the USDA Recordkeeping program were cut and the program was cancelled in 2013.
- ⁱⁱ The pesticide container recycling program was discontinued in 2017, due to private industry taking over the program.
- ⁱⁱⁱ The Sheep and Goat Health Board collected this data for FY2016 and FY2017.
- ^{iv} Failure to become licensed is due to failure to pass competency exams, non-payment and/or failure to provide proof of insurance (as required for professional applicators only).
- ^v Number of applicants refused renewal because they did not submit renewal documents within 12-months of previous licenses expiration date, non-payment and/or failure to provide proof of insurance (as required for professional applicators only).
- ^{vi} Previous consumer awareness studies were conducted with federal funding. The grant requirements have changed and the study has not been conducted recently. ISDA is currently looking at the cost and feasibility of conducting a study through other means.

For More Information Contact

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