

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. The ISDA 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 \$48 million. For FY2021, the state general fund accounts for 25 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 into international commerce.
- **Plant Health:** Responsible for the registration and inspection of commercial feed, fertilizer and soil and plant amendments; export certifications; 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:** Regulate the use and distribution of pesticides through inspections and investigations; registration of pesticides; monitoring of ground and surface water for pesticides; disposal of unusable pesticides; inspection of chemigation systems; training of pesticide trainers, handlers and workers; and licensing and training of certified pesticide applicators and chemigators.

- **Market Development:** Market and promote Idaho food, beverage and agriculture companies and 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 growth of Idaho's economy.

Revenue and Expenditures

Revenue	FY 2017	FY 2018	FY 2019	FY 2020
General Fund	\$900	\$0	\$33,500	\$226,600
Animal Damage Control	\$100,000	\$100,000	\$100,000	\$100,000
Administration & Accounting	\$831,500	\$832,500	\$994,500	\$1,000,700
Facilities Maintenance	\$286,500	\$311,100	\$236,400	\$225,800
Agriculture Inspections	\$1,327,100	\$1,311,300	\$1,385,500	\$1,393,600
Weights and Measures	\$483,000	\$480,500	\$500,100	\$507,900
Invasive Species	\$6,800	\$33,100	\$53,700	\$64,300
Special Pest Eradication	\$209,700	\$140,200	\$129,300	\$278,900
Agriculture Fees	\$7,088,400	\$7,217,400	\$7,288,700	\$7,921,200
Redifit Intermodel	\$87,300	\$79,300	\$108,800	\$96,000
Federal Grant	\$3,668,300	\$4,258,000	\$4,803,800	\$5,880,500
Rural Partnership				
Seminars and Publications	\$87,700	\$111,100	\$69,000	\$117,400
USDA Publications				
Fresh Fruit and Vegetable Inspections	\$8,076,100	\$7,022,700	\$7,872,200	\$7,270,400
Development Loans	\$3,300	\$9,200	\$6,800	\$6,300
Commodity Indemnity Fund	\$220,100	\$251,800	\$279,800	\$265,700
Seed Indemnity Fund	\$854,400	\$923,900	\$971,300	\$852,500
Quality Assurance Lab	\$430,200	\$444,900	\$435,700	\$445,900
Total	\$23,761,300	\$23,527,000	\$25,269,100	\$26,653,700
Expenditures	FY 2017	FY 2018	FY 2019	FY 2020
Personnel Costs	\$19,904,200	\$20,417,800	\$21,551,900	\$22,273,800
Operating Expenditures	\$7,329,800	\$7,093,800	\$7,069,200	\$7,657,200
Capital Outlay	\$945,900	\$763,700	\$1,055,200	\$1,485,300
Trustee/Benefit Payments	\$4,424,100	\$5,365,200	\$6,424,700	\$5,200,500
Total	\$32,604,000	\$33,640,500	\$36,101,000	\$36,616,800

Profile of Cases Managed and/or Key Services Provided

Cases Managed and/or Key Services Provided	FY 2017	FY 2018	FY 2019	FY 2020
Animal Industries				
Investigate suspected diseases, conduct licensing, inspection, and certification for compliance with state or federal Animal Health laws	3,902	4,850	4,876	5,854
Perform disease tests on animals and animal tissues for regulatory diseases to meet import/export requirements and for zoonotic diseases	132,236	432,002	480,418	497,318
Inspect all dairy farms and plants for compliance with sanitation, quality, and wholesomeness standards	7,378	7,535	7,518	8,059

Cases Managed and/or Key Services Provided	FY 2017	FY 2018	FY 2019	FY 2020
Perform tests on finished dairy products for quality. Presence of adulterants and to determine producer payment	8,663	8,595	8,667	8,579
Inspect and approve all dairy and beef waste management systems for compliance with state and federal laws	2,757	3,398	3,609	5,351
Animal care investigations and inspections	53	53	87	46
Agriculture Inspections				
License and inspect all warehouses, commodity dealers, and seed buyers	175	174	176	172
Certified and inspected organic producers, processors, and handlers	269	271	251	299
Inspect and test all known commercially-used weighing and measuring devices	28,717	32,796	31,740	26,465
Provide information to public concerning weights and measures issues	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	1 Briefing to Industry / 4 Metrology Lab Tours / 1 Media Contact / 2 negotiated rulemaking meetings
Maintain Idaho metrology lab certification by planning for future federal requirements	2017 Accreditation	2018-2019 Two Year Accreditation	2019 Accreditation	2020 Accreditation
Number of pounds of fruits and vegetables certified by the Shipping Point Inspection Program	10.6 Billion Pounds	10.1 Billion Pounds	10.8 Billion Pounds	10.2 Billion Pounds
Agricultural Resources				
Review and registration of applications for pesticide registrations	12,049	12,204	12,317	12,518
Pesticide applicator licenses	8,131	9,549	9,912	8,807
Pesticide inspections and investigations	538	601	608	394
Chemigation Equipment Inspections	287	262	278	259
Ground water wells sampled for pesticide residue - by completion date	238	257	245	255
Number of wells with detectable pesticide residues	108	123	106	93
Wells with pesticide residues greater than a drinking water standard or equivalent benchmark - by completion date	0	0	0	0
Worker protection training sessions	77	55	26	36
Worker protection inspections	106	130	94	75
Waste pesticides disposed (Pounds)	122,333	129,763	131,235	92,821
Plant Industries				
Review/registration of feed and fertilizer labels and products	26,037	30,659	31,014	32,018
Collect commercial feed samples	1,052	899	1,065	1,222
Issue Nurseryman/Florists licenses	1,831	1,883	2,037	2,102
Field Inspections – acres	67,961	65,494	68,938	60,388

Cases Managed and/or Key Services Provided	FY 2017	FY 2018	FY 2019	FY 2020
Issue phytosanitary certificates	4,768	4,170	4,295	4,666
Collect seed samples for compliance to Idaho pure seed law, noxious weed law, feed law, and referee testing	72	273	225	30
Perform purity, germination, and special testing of certified seeds for Idaho Crop Improvement Association and uncertified seeds for the seed industry	4,593	8,767	9,156	8,151
Issue seed dealer's licenses	667	646	648	687
Invasive species watercraft inspections	91,484	93,083	113,175	119,450
Number of Hop bale inspections conducted by the Hops Program	38,092	53,677	64,156	76,171
Marketing and Development				
Lead international trade missions	6	6	5	4
Participate in targeted domestic and international trade shows	12	12	13	10
Host inbound trade missions and domestic B2B buying events	8	13	10	16
Develop promotional and educational materials	8	11	10	17
Conduct promotions and events	23	65	64	56
Recruit Idaho companies into the Idaho Preferred Program	310	319	291	312
Issue Certificates of Free Sale	2,131	1,493	1,670	1,630

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 2017	FY 2018	FY 2019	FY 2020
AIRBORNE CONTROL PERMITS¹				
Total Number of Licenses	N/A	19	24	18
Number of New Applicants Denied Licensure	N/A	0	0	0
Number of Applicants Refused Renewal of a License	N/A	0	0	0
Number of Complaints Against Licensees	N/A	0	0	0
Number of Final Disciplinary Actions Against Licensees	N/A	0	0	0
AGRICULTURAL INSPECTIONS DIVISION – WAREHOUSE CONTROL				
Total Number of Licenses	160	162	160	163
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	1	1	0	1

	FY 2017	FY 2018	FY 2019	FY 2020
AGRICULTURAL INSPECTIONS DIVISION – WEIGHTS & MEASURES				
Total Number of Licenses	5271	5231	5213	5294
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	76	75	54	59
Number of Final Disciplinary Actions Against Licensees	301	298	326	360
AGRICULTURAL RESOURCES DIVISION				
Total Number of Licenses	8131	9549	9912	8807
Number of New Applicants Denied Licensure ⁱⁱ	108	83	96	70
Number of Applicants Refused Renewal of a License ⁱⁱⁱ	39	65	40	71
Number of Complaints Against Licensees	60	42	23	27
Number of Final Disciplinary Actions Against Licensees	26	65	41	57
ANIMAL INDUSTRIES DIVISION				
Total Number of Licenses	168	161	166	173
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	310	418	333	410
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	1	0
ANIMAL INDUSTRIES DIVISION - LIVESTOCK				
Total Number of Licenses	165	161	181	179
Number of New Applicants Denied Licensure	3	3	5	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
BUREAU OF LABS – SEED LAB LICENSE				
Total Number of Licenses	667	646	648	687
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	1882	1937	2153	2102
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 2017	FY 2018	FY 2019	FY 2020
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	As of July 1, 2020
Number of Chapters	79	40
Number of Words	245,360	208,592
Number of Restrictions	3,508	606

Part II – Performance Measures

Performance Measure		FY 2017	FY 2018	FY 2019	FY 2020	FY 2021
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	136,138	436,852	485,294	503,172	-----
	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	200,000* annual inspections investigations and tests
2. Respond to all allegations of improper animal care within 24 hours of receiving complaint.	actual	53 cases 100%	53 cases 100%	87 cases 100%	46 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	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	64% within 24 hours 20% after one business day 13% after 2 business days 4% 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 2017	FY 2018	FY 2019	FY 2020	FY 2021
4. Provide and approve sufficient ongoing recertification training opportunities processing 95% of requests within five days of receipt.	actual	862 Seminars 96%	857 Seminars 96%	822 Seminars 96.5%	727 Seminars 95.5%	-----
	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	616 Applicants 28,129 certificates issued 6 reversals	554 Applicants 27,439 certificates issued 3 reversals	570 Applicants 27,078 certificates issued 0 reversals	513 Applicants 26,499 certificates issued 5 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. ¹	actual	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	26,465 device inspections 5.8% rejected 86.9% 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 60% Recheck NIST accreditation / recognition
7. Conduct pesticide-related inspections for compliance resulting in less than 5% of investigations involving repeat offenders for specific violations. ²	actual	0.744% (4/538)	0.3% (2/590)	0.0% (0/523)	.7% (3/394)	-----
	target	600 <5% repeat violations	600 <5% repeat violations	600 <5% repeat violations	600 <5% repeat violations	123 >90% of investigations / inspections

¹ FY21 goal change to “Inspect, test and follow-up compliance on weighting and measuring devices and rechecking at least 60% of rejected devices. Maintaining national recognition from the National Institute of Standards and Technology (NIST) for our metrology laboratory.”

² FY21 goal change to “For maintaining enforcement primacy in Idaho from USEPA, the ISDA must meet, >90% of the grant commitment goals on inspections and investigations conducted by the ISDA.”

Performance Measure		FY 2017	FY 2018	FY 2019	FY 2020	FY 2021
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	99.73% feed within 91 days 99.84% fertilizer within 91 days 99.53% soil and plant amendment	99.39% feed within 91 days 100% fertilizer within 91 days and soil and plant amendment within 91 days	100% feed within 91 days 92% of fertilizer within 91 days and soil and plant amendment within 91 days	99.98% feed within 91 days 70.22% of fertilizer within 91 days and 85.84% of soil and plant amendments 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 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 91 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. ¹	actual	8 new companies 95% retention 42% consumer awareness	13 new companies 95% retention Consumer awareness N/A ^{iv}	14 new companies 92% retention Consumer awareness N/A ^{iv}	29 new companies 97% retention Consumer awareness N/A ^{iv}	-----
	target	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	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	4.9	4.7	4.3	4.8	-----
	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

¹ FY21 goal change to “Recruit 12 new companies per year into the Idaho Preferred Program and retain 90% of current members per year.”

Performance Measure Explanatory Notes

ⁱ The Sheep and Goat Health Board collected this data for FY2017.

ⁱⁱ 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).

ⁱⁱⁱ 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).

^{iv} 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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