# *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 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. In addition, the ISDA Bureau of Laboratories was established within the agency to manage all six ISDA laboratories.

The Idaho State Department of Agriculture has a current budget of approximately $50 million. For FY2022, 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 2020** | **FY 2021** | **FY 2022** | **FY 2023** |
| General Fund | $226,600 | $121,400 | $110,300 |  |
| Animal Damage Control | $100,000 | $100,000 | $100,000 |  |
| Administration & Accounting | $1,000,700 | $921,500 | $993,000 |  |
| Facilities Maintenance | $225,800 | $284,500 | $295,400 |  |
| Agriculture Inspections | $1,393,600 | $1,447,400 | $1,591,400 |  |
| Weights and Measures | $507,900 | $508,900 | $522,200 |  |
| Invasive Species | $64,300 | $16,200 | $37,700 |  |
| Special Pest Eradication  | $278,900 | $368,400 | $450,100 |  |
| Agriculture Fees | $7,921,200 | $8,034,300 | $8,297,900 |  |
| Redifit Intermodel  | $96,000 | $49,400 | $36,300 |  |
| Federal Grant | $5,880,500 | $4,000,200 | $4,452,100 |  |
| Rural Partnership |  |  |  |  |
| Seminars and Publications | $117,400 | $62,300 | $61,900 |  |
| USDA Publications |  |  |  |  |
| Fresh Fruit and Vegetable Inspections | $7,270,400 | $7,575,100 | $6,890,100 |  |
| Development Loans | $6,300 | $1,700 | $1,300 |  |
| Commodity Indemnity Fund | $265,700 | $223,000 | $169,300 |  |
| Seed Indemnity Fund | $852,500 | $866,400 | $583,700 |  |
| Quality Assurance Lab | $445,900 | $436,400 | $423,300 |  |
| **Total** | **$26,653,700** | **$25,017,200** | **$25,016,000** |  |
| **Expenditures** | **FY 2020** | **FY 2021** | **FY 2022** | **FY 2023** |
| Personnel Costs | $22,273,800 | $21,316,200 | $22,508,700 |  |
| Operating Expenditures | $7,657,200 | $8,161,900 | $8,747,600 |  |
| Capital Outlay | $1,485,300 | $3,141,000 | $1,516,500 |  |
| Trustee/Benefit Payments | $5,200,500 | $4,985,800 | $6,073,500 |  |
| **Total** | **$36,616,800** | **$37,874,900** | **$38,864,300** |  |

**Profile of Cases Managed and/or Key Services Provided**

| **Cases Managed and/or Key Services Provided** | **FY 2020** | **FY 2021** | **FY 2022** | **FY 2023** |
| --- | --- | --- | --- | --- |
| **Animal Industries** |
| Investigate suspected diseases, conduct licensing, inspection, and certification for compliance with state or federal Animal Health laws | 5,854 | 6,726 | 3,702 |  |
| Perform disease tests on animals and animal tissues for regulatory diseases to meet import/export requirements and for zoonotic diseases | 497,318 | 481,143 | 536,736 |  |
| Inspect all dairy farms and plants for compliance with sanitation, quality, and wholesomeness standards | 8,059 | 7,804 | 7,098 |  |
| Perform tests on finished dairy products for quality. Presence of adulterants and to determine producer payment | 8,579 | 9,617 | 5,065 |  |
| Inspect and approve all dairy and beef waste management systems for compliance with state and federal laws | 5,351 | 5,003 | 2,370 |  |
| Animal care investigations and inspections | 46 | 73 | 86 |  |
| **Agriculture Inspections** |
| License and inspect all warehouses, commodity dealers, and seed buyers | 172 | 168 | 161 |  |
| Certified and inspected organic producers, processors, and handlers | 299 | 278 | 263 |  |
| Inspect and test all known commercially-used weighing and measuring devices | 26,465 | 33,822 | 35,737 |  |
| Provide information to public concerning weights and measures issues | 1 Briefing to Industry / 4 Metrology Lab Tours / 1 Media Contact / 2 negotiated rulemaking meetings | 1 Briefing to Industry / 0 Metrology Lab Tours / 0 Media Contact / 0 negotiated rulemaking meetings | 1 Briefing to Industry / 2 Metrology Lab Tours / 0 Media Contact / 0 negotiated rulemaking meetings |  |
| Maintain Idaho metrology lab certification by planning for future federal requirements | 2020Accreditation | 2021 Accreditation | 2022 Accreditation |  |
| Number of pounds of fruits and vegetables certified by the Shipping Point Inspection Program | 10.2 Billion Pounds | 10.4 Billion Pounds | 9.9 Billion Pounds |  |
| **Agricultural Resources** |
| Review and registration of applications for pesticide registrations | 12,518 | 13,306 | 11,798 |  |
| Pesticide applicator licenses | 8,807 | 8,038 | 8,146 |  |
| Pesticide inspections and investigationsChemigation Equipment Inspections | 394259 | 411277 | 437282 |  |
| Ground water wells sampled for pesticide residue - by completion date | 255 | 120 | 221 |  |
| Number of wells with detectable pesticide residuesWells with pesticide residues greater than a drinking water standard or equivalent benchmark - by completion date | 930 | 580 | 360 |  |
| Worker protection training sessions | 36 | 21 | 20 |  |
| Worker protection inspections | 75 | 56 | 57 |  |
| Waste pesticides disposed (Pounds) | 92,821 | 119,376 | 129,108 |  |
| **Plant Industries** |
| Review/registration of feed and fertilizer labels and products | 32,018 | 36,639 | 38,365 |  |
| Collect commercial feed samples | 1,222 | 692 | 1203 |  |
| Issue Nurseryman/Florists licenses | 2,102 | 2,221 | 2,498 |  |
| Field Inspections – acres | 60,388 | 69,631 | 59,212 |  |
| Issue phytosanitary certificates | 4,666 | 4,989 | 4,863 |  |
| Collect seed samples for compliance to Idaho pure seed law, noxious weed law, feed law, and referee testing | 30 | 46 | 22 |  |
| Perform purity, germination, and special testing of certified seeds for Idaho Crop Improvement Association and uncertified seeds for the seed industry | 8,151 | 8,471 | 5,283 |  |
| Issue seed dealer’s licenses | 687 | 690 | 707 |  |
| Invasive species watercraft inspections | 119,450 | 136,064 | 114,000 |  |
| Number of Hop bale inspections conducted by the Hops Program | 76,171 | 79,366 | 83,235 |  |
| **Marketing and Development** |
| Lead international trade missions | 4 | 2 | 4 |  |
| Participate in targeted domestic and international trade shows | 10 | 10 | 9 |  |
| Host inbound trade missions and domestic B2B buying events | 16 | 5 | 7 |  |
| Develop promotional and educational materials | 17 | 30 | 61 |  |
| Conduct promotions and events | 56 | 29 | 29 |  |
| Recruit Idaho companies into the Idaho Preferred Program | 312 | 341 | 351 |  |
| Issue Certificates of Free Sale | 1,630 | 1,132 | 831 |  |

**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 2020** | **FY 2021** | **FY 2022** | **FY 2023** |
| --- | --- | --- | --- | --- |
| **AIRBORNE CONTROL PERMITS[[1]](#endnote-1)** |
| Total Number of Licenses | *18* | *22* | *26* |  |
| Number of New Applicants Denied Licensure | *0* | *0* | *0* |  |
| Number of Applicants Refused Renewal of a License | *0* | *0* | *0* |  |
| Number of Complaints Against Licensees | *0* | *0* | *3* |  |
| Number of Final Disciplinary Actions Against Licensees | *0* | *0* | *0* |  |
| **AGRICULTURAL INSPECTIONS DIVISION – WAREHOUSE CONTROL** |
| Total Number of Licenses | *163* | *154* | *147* |  |
| Number of New Applicants Denied Licensure | *0* | *0* | *0* |  |
| Number of Applicants Refused Renewal of a License | *0* | *0* | *0* |  |
| Number of Complaints Against Licensees | *0* | *0* | *0* |  |
| Number of Final Disciplinary Actions Against Licensees | *1* | *0* | *2* |  |
| **AGRICULTURAL INSPECTIONS DIVISION – WEIGHTS & MEASURES** |
| Total Number of Licenses | *5294* | *4648* | *4564* |  |
| Number of New Applicants Denied Licensure | *0* | *0* | *0* |  |
| Number of Applicants Refused Renewal of a License | *0* | *0* | *0* |  |
| Number of Complaints Against Licensees | *59* | *55* | *54* |  |
| Number of Final Disciplinary Actions Against Licensees | *360* | *107* | *583* |  |
| **AGRICULTURAL RESOURCES DIVISION** |
| Total Number of Licenses | *8807* | *8038* | *8146* |  |
| Number of New Applicants Denied Licensure[[2]](#endnote-2) | *70* | *0* | *0* |  |
| Number of Applicants Refused Renewal of a License[[3]](#endnote-3) | *71* | *0* | *0* |  |
| Number of Complaints Against Licensees | *27* | *24* | *17* |  |
| Number of Final Disciplinary Actions Against Licensees | *57* | *102* | *100* |  |
| **ANIMAL INDUSTRIES DIVISION** |
| Total Number of Licenses | *173* | *183* | *156* |  |
| Number of New Applicants Denied Licensure | *0* | *0* | *0* |  |
| Number of Applicants Refused Renewal of a License | *0* | *0* | *0* |  |
| Number of Complaints Against Licensees | *0* | *0* | *0* |  |
| Number of Final Disciplinary Actions Against Licensees | *0* | *0* | *0* |  |
| **ANIMAL INDUSTRIES DIVISION – DAIRY BUREAU** |
| Total Number of Licenses | *410* | *424* | *374* |  |
| Number of New Applicants Denied Licensure | *0* | *0* | *0* |  |
| Number of Applicants Refused Renewal of a License | *0* | *0* | *0* |  |
| Number of Complaints Against Licensees | *0* | *0* | *0* |  |
| Number of Final Disciplinary Actions Against Licensees | *0* | *0* | *0* |  |
| **ANIMAL INDUSTRIES DIVISION - LIVESTOCK** |
| Total Number of Licenses | *179* | *188* | *207* |  |
| Number of New Applicants Denied Licensure | *0* | *0* | *2* |  |
| Number of Applicants Refused Renewal of a License | *0* | *0* | *0* |  |
| Number of Complaints Against Licensees | *0* | *0* | *0* |  |
| Number of Final Disciplinary Actions Against Licensees | *0* | *0* | *0* |  |
| **BUREAU OF FOOD SAFETY, HEMP AND HOPS – HEMP LICENSE** |
| Total Number of Licenses | *0* | *0* | *24* |  |
| Number of New Applicants Denied Licensure | *0* | *0* | *8* |  |
| Number of Applicants Refused Renewal of a License | *0* | *0* | *0* |  |
| Number of Complaints Against Licensees | *0* | *0* | *0* |  |
| Number of Final Disciplinary Actions Against Licensees | *0* | *0* | *0* |  |
| **BUREAU OF LABS – SEED LAB LICENSE** |
| Total Number of Licenses | *687* | *690* | *707* |  |
| Number of New Applicants Denied Licensure | *0* | *0* | *0* |  |
| Number of Applicants Refused Renewal of a License | *0* | *0* | *0* |  |
| Number of Complaints Against Licensees | *0* | *0* | *0* |  |
| Number of Final Disciplinary Actions Against Licensees | *0* | *0* | *0* |  |
| **PLANT INDUSTRIES DIVISION** |
| Total Number of Licenses | *2102* | *2,221* | *2,498* |  |
| Number of New Applicants Denied Licensure | *0* | *0* | *0* |  |
| Number of Applicants Refused Renewal of a License | *0* | *0* | *0* |  |
| Number of Complaints Against Licensees | *0* | *0* | *0* |  |
| Number of Final Disciplinary Actions Against Licensees | *0* | *0* | *0* |  |

***Part II – Performance Measures***

| **Performance Measure** | **FY 2020** | **FY 2021** | **FY 2022** | **FY 2023** | **FY 2024** |
| --- | --- | --- | --- | --- | --- |
| **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 | 503,172 | 487,869 | 540,438 |  |  |
| *target* | *100,000\* annual inspections investigations and tests* | *200,000\* annual inspections investigations and tests* | *200,000\* annual inspections investigations and tests* | *400,000\* annual inspections investigations and tests* |  |
| 1. Respond to all allegations of improper animal care within 24 hours of receiving complaint.
 | actual | 46 cases100% | 72 cases 100% | 86 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%* |  |
| 1. 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 | 64% within 24 hours20% after one business day13% after 2 business days4% after 3 or more days | 92% within 24 hours, 7% in 2 business days, 1% after 3 or more business days | 86% within 24 hours, 13% after 2 business days, 1% after 3 or more business 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* |  |
| 1. Provide and approve sufficient ongoing recertification training opportunities processing 95% of requests within five days of receipt.
 | actual | 727Seminars95.5% *were approved and posted in 5 working days* | 610Seminars96.5% *were approved and posted in 5 working days* | 778Seminars96.5% *were approved and posted in 5 working days* |  |  |
| *target* | *95% approved and posted in 5 working days* | *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.** |
| 1. 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 | 513 Applicants26,499 certificates issued 5 reversals | 609 Applicants 27,096 certificates issued 4 reversals | 480 Applicants 24,241 certificates issued 9 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* |  |
| 1. 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.[[4]](#footnote-1)
 | actual | 26,465 device inspections5.8% rejected86.9% of the rejected devices rechecked | 33,822 device inspections6.5% rejected71.4 % of the rejected devices rechecked | 34,918 device inspections5.1% rejected69.2 % of the rejected devices rechecked |  |  |
| *target* | *Inspections**27,000**<5% Rejected**60% Recheck* | *Inspections**27,000**60% Recheck**NIST accreditation / recognition* | *Inspections**27,000**60% Recheck**NIST accreditation / recognition* | *Inspections**27,000**60% Recheck**NIST accreditation / recognition* |  |
| 1. 7. Conduct pesticide related inspections meeting at least >90% of the EPA grant commitments.
 | actual | 191% of goal(235 inspections conducted) | 155% of goal(342 inspections conducted) | 164% of goal(362 inspections conducted) |  |  |
| *target* | *>90% of 123 grant commitments**for investigations / inspections* | *>90% of 220 grant commitments**for investigations / inspections* | *>90% of 200 grant commitments**for investigations / inspections* | *>90% of 200 grant commitments**for investigations / inspections* |  |
| 1. 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 | 99.98% feed within 91 days70.22% of fertilizer within 91 days and 85.84% of soil and plant amendments within 91 days | 100% feed within 91 days; 100% fertilizer within 91 days; 100% of soil and plant amendments within 91 days | 100% feed within 91 days; 100% fertilizer within 91 days; 100% 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* |  |
| **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.** |
| 1. 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.[[5]](#footnote-2)
 | actual | 29 new companies97% retentionConsumer awareness N/Aiv  | 43 new companies98% retentionConsumer awareness N/Aiv | 25 new companies96% retentionConsumer awareness N/A |  |  |
| *target* | *New members**12**90% Retention**rate* | *New members**12**90% Retention**rate* | *New members**12**90% Retention**rate* | *New members**12**90% Retention**rate* |  |
| 1. 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 | 4.3 | 4.8 | 4.7 | 4.7 |  |
| *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* |  |

**Performance Measure Explanatory Notes**

1. The Sheep and Goat Health Board collected this data for FY2017. [↑](#endnote-ref-1)
2. 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). [↑](#endnote-ref-2)
3. 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).

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 [↑](#endnote-ref-3)
4. 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.” [↑](#footnote-ref-1)
5. FY21 goal change to “Recruit 12 new companies per year into the Idaho Preferred Program and retain 90% of current members per year.” [↑](#footnote-ref-2)