



## Little Colorado Meats Producer Manual

### *A Guide to Working with LCM*

Plant Info: USDA FSIS Inspected Facility, Certified Humane Handling Processes

Eagar Overnight Drop-off Location: County Road #1428, #154 Eagar, AZ 85925 (Next to Blue Hills Transfer Station)

Processing Plant: 1870C W. Central Avenue, Eagar, AZ 85925

Mailing Address: PO Box 1195, Springerville, AZ 85938

Business Phone 928-316-MEAT (6328)

Website Address: [www.littlecoloradomeats.com](http://www.littlecoloradomeats.com)

## INTRODUCTION

All of us at Little Colorado Meats (LCM) want to make sure that producers of every size, with a variety of interests and needs understand, 1) the harvesting and processing services we offer, 2) how our services expand your market opportunities and bottom line and 3) how our services benefit the community around you.

Our harvesting and processing services are inspected and monitored by the USDA Food Safety and Inspection Service (FSIS). Livestock harvested and processed by us, in our facilities, is inspected and ready for interstate commerce. Livestock harvested and processed in custom or state inspected facilities may not be sold or marketed across state lines. Interstate sales significantly expand producers' options for the sale of their beef, creates new markets and increases profitability.

We are committed to building a relationship with every producer who engages our services and look forward to a long and mutually beneficial relationship. *Your values are our values.* We will treat you with honesty, fairness, respect and kindness. We will work to understand your unique situation and needs. We want your business!

## KEY PERSONNEL

**Karalea Wiltbank**

*Project Director*

**Terry Shove**

*Business & Finance Director*

**Roger McQueen**

*Operations Director*

## WHO SHOULD USE THIS MANUAL

Producers, wholesale buyers and meat retailers should use this document for reference concerning USDA inspected slaughter, processing and cut and wrap, labeling for resale items and wholesale orders of our own line of fresh and further processed meat products.

## SERVICES

- 1) *Harvest and Processing Services Only* for producers who want their livestock processed for retail sale under the producers own private label or for personal consumption. The producer that uses harvest and processing services only, will have their frozen, cut, wrapped and labeled product available for pickup within 20 days of harvest.
- 2) *Harvest-ready Purchase* for producers who want to sell livestock to LCM at the USDA Grass Fed monthly carcass market price. Animals must weigh a minimum of a 1,000 lbs live for purchase. Purchase price is based on hanging weight. **Carcass must pass USDA Inspection for purchase.** USDA monthly Grass-fed carcass market price sheet can be accessed [here](#). Grass Fed Beef Dressed Carcass Basis Weighted Avg can be found on the left column at the bottom under Small and Very Small Carcass Prices.
- 3) *Wholesale and Retail Sales* of processed meat sourced from local producers throughout the Little Colorado River Basin and surrounding area.

## COMMUNICATING WITH US

To schedule processing and submit cutting orders, call Karalea Wiltbank at 928-316-6328 or by email: [scheduler@littlecoloradomeats.com](mailto:scheduler@littlecoloradomeats.com). The best times to call are Monday through Saturday 7:00 am – 7:00pm. Please leave a detailed message if necessary.

## PAYMENT and PICKUP

A deposit of \$250/head is required if scheduling for Harvest and Processing Only. If scheduling for LCM carcass purchase a refundable deposit of \$50 per head will be required to secure a slot in the schedule. The deposit will be refunded upon purchase. Payment in full is expected at pickup. Payment options include cash, personal or business check (with prior approval), Visa, Mastercard or Discover cards. For your convenience, we are able to take credit card payments over the telephone or you can pay online through the link on your invoice. Customers with returned checks will be charged \$75. When your product is finished, we will call you to let you know. Your finished product must be picked up within 5 business days of notification that it is ready. Please understand that our facility has limited cold storage which is very expensive to run. You may opt to have your finished product delivered to you for a fee, plus mileage (beginning fall 2022.) Product left in our facility past five business days after notification will incur a late fee of \$35 per day. Finished product left in our facility past 14 days will become the property of Little Colorado Meats and donated.

Carcasses purchased by Little Colorado Meats will be paid for via check on the day of slaughter after the carcass passes inspection or via ACH deposit within 4 business days for purchases of more than

three carcasses. Producers are responsible for working with the Business Office at 1870A W Central Avenue, Eagar, AZ to pick-up their check, have it mailed to them or direct deposit.

## SCHEDULING

Please do not bring animals for slaughter without prior scheduling. To schedule processing, please call Karalea Wiltbank at 928-316-6328 at least 14 days in advance of when you need the animal slaughtered. Please keep in mind:

Our standard dry aging time for beef is 14 days. After 14 days, an additional fee of \$15 per day per carcass will be charged. Please include your aging request with your initial cutting instructions.

Pork does not need to age, however, please plan on 2-5 days from harvest to finished product.

Lamb and goat will be ready between 2-5 days from harvest to finished product.

A deposit of \$250.00 per head for cattle and 100.00 per head for hogs and sheep will be required at the time of scheduling for Processing Only services. This deposit will be credited toward your final fees. If livestock is not dropped off when scheduled or the date for the Mobile Harvest Unit is cancelled, the deposit will be forfeited. If the drop-off date is rescheduled within 7 days of the scheduled date the deposit will transfer to the new date. For LCM carcass purchase drop-offs a refundable \$50 per head fee will be required at time of scheduling. A cancellation or no-show on LCM carcass purchase drop-offs may result in LCM's right to pass on any future purchases from that producer.

## RECEIVING OPTIONS

*Owner On-site Harvest.* LCM has a mobile harvest unit which can accommodate up to 15 full carcasses after harvest. This truck and trailer is fully self-contained and can harvest at the producers location without electricity or water. There is a 5 head minimum for this service. Producers must meet USDA minimum requirements for humane handling. Details are included in the Producer Information Packet you receive after registering.

*Overnight Staging Drop-off.* LCM has an overnight staging facility located in Eagar. Producers may schedule a drop-off of up to 20 head per drop to be harvested and processed. Brand Inspection papers are required for drop-off. Self Inspection papers will not work. If Producers need livestock processed with individual instructions, those livestock must have a chalk or paint number on the left hip that coincides with the cutting instructions on a separate cut sheet. Cut Sheets for processing are located at the end of this packet.

Brand Inspections are required prior to harvest.

## EXPECTATIONS FOR TRANSPORTERS

A significant component of LCM's Robust Humane Handling Program is to ensure that livestock arriving at our facility have not been exposed to temperature extremes or been injured during transport. To meet those ends, we have developed expectations for our transporters to provide guidance to protect the health and well-being of our animals, as well as consequences if the

expectations are not met. Included in this manual is the Expectations for Transporters Form which must be signed and returned to LCM before drop-off of livestock.

## CUTTING INSTRUCTIONS

We have standardized cut sheets for each species, which you can fill-in or download from our website. You can also pick up hard copies from our office or one will be emailed to you with your scheduling confirmation.

## OUR WEEKLY SCHEDULE

Refer to the schedule below for our weekly work flow to determine slaughter days and when your work may be done. This schedule is subject to change. Product pick-up happens every day of the week.

Monday: 6:00 am – 4:30 pm

Tuesday: 6:00 am – 4:30 pm

Wednesday: 6:00 – 4:30 pm

Thursday: 6:00 am – 4:30 pm

Friday: Finished product pick-up and delivery by appointment. Custom-exempt harvest and processing by appointment.

## RUSH ORDERS

We understand that, at certain times, you may require a rush order and we are willing to work with you under these circumstances. We will consider rush orders on an individual basis and in accordance with our scheduled work load. At our discretion, rush orders may incur additional charges. Proper planning and communication will usually avoid rush orders and resulting additional charges.

## FEES

### *Harvest, Dressing, and Disposal*

Goat, Sheep, Lamb & Hogs: \$80 per head

Beef: \$140/head.

### *Cut and Wrap*

Prices based on hot carcass weight.

\$1.20/lb for USDA seal, apply custom label, vacuum wrapped in clear packaging.

\$1.20/lb for Custom Exempt “Not for Sale” stamp, LCM label, vacuum wrapped in clear packaging.

### *Boxes*

We offer packaging in large heavy cardboard boxes for \$5/box to cover the cost of the boxes. These boxes are re-usable and we encourage exchanging boxes from a previous order to avoid the box fee.

If you do not choose to use our boxes, please bring your own containers, coolers or freezers at pick-up.

## LABELS

### *Plant Generic*

Use of our in-house plant generic label is included with your packaging. The label will read “Little Colorado Meats Processing” at the top and show the plant’s address, along with the USDA Inspected Brand, name of product and weight.

### *Logo Branded*

Some Producer Meat Handlers prefer to use their logo/ ranch name on our generic label to help differentiate their branded product in the marketplace and provide the consumer with contact information. This option must be set-up with Little Colorado Meats. There is a one-time fee of \$300 to set up your logo and contact information on our label. This labeling option is available in black and white only. This option does not require you to purchase the labels and keep them in inventory since the labeling machine prints them on demand.

### *Custom Color*

Some Producers prefer a custom designed, full color label. These labels have to be designed, printed and ordered from a separate company with relatively high minimum orders, at expense of the Producer. This option is considerably more expensive for the rancher and requires additional time because of the design process. A special labeling application must to be sent to the USDA FSIS Labeling Division for approval. Estimated costs are between \$1,000 and \$1,800 dollars and 6-12 weeks for design, USDA approval, plating, manufacturing and delivery.

### *Special Labeling Claims*

Some Producers wish to use “Special Labeling Claims” such as “grass-fed”, “pasture-raised”, “no added hormones or antibiotics”, etc. These claims must be approved by USDA/FSIS. Please contact us for additional information and costs associated with this process. This process also takes time, so please let us know well in advance.

### *Delivery Options:*

In the fall of 2022, Little Colorado Meats will be able to deliver your processed meat back to you for a fee. We will make arrangements with you at the time of slaughter for pick-up or delivery and verify the fee for delivery.

This Manual was last revised on: June 15, 2022.

## **Little Colorado Meats Slaughter Process – Expectations for Transporters**

### **Intent**

A significant component of our Robust Humane Handling Program is to ensure that livestock arriving at our facility have not been exposed to temperature extremes or been injured during transport. To meet those ends, we have developed expectations for our transporters to provide guidance to protect the health and well-being of our animals, as well as consequences if the expectations are not met.

### **Expectations for Drivers**

To meet our, and our customer's expectations, livestock arriving for slaughter must be as clean and healthy as possible. It is incumbent on our drivers to assist in meeting this goal. The criteria below describe our minimum conditions for transporting animals.

### **Truck Driving Practices**

Careful truck driving helps prevent bruises and injuries. Sudden stops and rapid acceleration increase injuries and stress and ultimately lead to decreased carcass value. We expect drivers to select routes that are the most direct, minimizing time on unpaved roads, and ensuring the avoidance of potholes will also provide benefits. Drivers are encouraged to keep loads moving.

### **Trailer Condition**

Trailers must be clean prior to loading. We will not accept trailers that have manure accumulation above the hocks of livestock. All flooring should be non-slip. Trailers must have sufficient height to allow animals to stand in their natural position without their head or back contacting the roof. There must be no potential injury points on the trailer, and any gates must swing freely.

### **Temperature Management**

Cold weather transport requires proper boarding and insulating bedding for sheep, veal calves, cull dairy cows, and sometimes cull beef cows, as these animals are all likely to lie down during transport. To mitigate the effects of cold weather, the trailer must be bedded with straw or equivalent to provide insulation from cold.

### **Loading**

Research shows that overloading livestock trucks can increase bruising and the number of fatigued, injured, non-ambulatory or dead animals. Trailers must be loaded at the proper industry recommended level. Drivers and loading crews must be aware of trailer square footage and average

weight of animals to determine number of animals. Drivers must also be aware of conditions that require density adjustments such as extreme weather, animal condition (e.g., cull animals) or physical attributes such as horns. Animals that are not compatible by nature (e.g., intact males, highly agitated animals) must be segregated and all gates closed on loads that require segregation during transport. The loading of unfit animals is unacceptable.

### **Emergency Plan for Animals in Transit**

If there is an emergency at the plant, be it weather, earthquake, loss of power or from some other cause that will result in long-term disruption, we may contact the driver by mobile device and direct the load to an off-site location. Emergencies will be handled on a case-by-case basis.

### **Trailer Unloading**

Trucks or trailers cannot be unloaded without one of our employees present. Please come to the office at arrival and we will assist in unloading livestock.

**Electric prod use by transporters is prohibited.**

This letter expires December 31 of the year noted in the signature line below.

**Driver Name** \_\_\_\_\_ **Date** \_\_\_\_\_

**Plant Manager Signature** \_\_\_\_\_

|                         |                          |
|-------------------------|--------------------------|
| <b>Carcass ID#:</b>     | <b>Customer Name:</b>    |
| <b>Producer Name:</b>   | <b>Customer Phone #:</b> |
| <b>Whole Beef</b>       | <b>Customer Address</b>  |
| <b>Half Beef</b>        | <b>Customer Email</b>    |
| <b>Vacuum Packaging</b> | <b>Paper Wrap</b>        |

**Number of Steaks per package \_\_\_\_\_ Standard steak thickness 1", if different \_\_\_\_\_**

**Standard roast size is 3 -4 lbs. If different \_\_\_\_\_ Ground Beef and Stew Meat 1 or 2 pound packages (Circle One)**

*Place a check mark in front of the desired cuts; any cuts left blank will go into the ground beef.*

- Chuck Roast 1010       Arm Roast 1131       Rump Roast  
 Tri Tip Roast 1429       Brisket Whole or Half (circle one) 1615 or 1616  
 Short Ribs 1599       Broth Bones 1644       Marrow Bones  
 Neck Bones       Flank Steak 1581       Top Sirloin Steak 1436  
 Eye of Round 1460       Stew Meat 1742

*Choose one of the following: (standard 1" thick steaks, if different \_\_\_\_\_)*

- pound Rib Roast (max 7 rib) #1173 **or**  Boneless Rib-Eye Steaks #1203  
**or**  Bone-in Rib-Eye Steaks #1239

*Choose one of the following: (standard 1" thick, if different \_\_\_\_\_)*  T-Bone Steaks 1369  
**or**  New York Strip 1398 **and**  Filet Steaks 1394

*Choose one of the following:*

- Sirloin Tip Roast 1300 **or**  Sirloin Tip Steak 1421

*Circle options, can have more than one: Round Steak 1553, Cube Steak (tenderized) 1709, Roast*

*Varieties:  Tongue  Liver  Heart  Kidney  Sweetbreads  Oxtail*

|                            |                       |
|----------------------------|-----------------------|
| <i>For Office Use Only</i> |                       |
| # Boxes of Cuts            | Date/Initials         |
| # Boxes of Grind           | Date/Initials         |
| Crew:                      |                       |
| Date Completed             | Initials              |
| Date Customer Notification | Initials              |
| Live Weight                | Hot Carcass Weight    |
| Aged Carcass Weight        | Total Packaged Weight |