



**Minutes of the Conference Call
Of the Board of Directors
Of
The Gypsy Moth Slow the Spread Foundation, Inc.**

**March 11, 2003
10:00 a.m. – 11:10 a.m. EST**

Proper notice having been duly given to each Board member, a Board of Directors' conference call was held on the above date.

President Esther Chapman called the meeting to order and asked Secretary Charlie Coffman to call the roll.

BOARD MEMBERS

Esther Chapman, Wisconsin, President	present
Gene Cross, North Carolina, Vice-president	present
Charlie Coffman, West Virginia, Secretary	present
Frank Fulgham, Virginia	present
Bob Waltz, Indiana	present
Scott Frank, Illinois	present
Ken Rauscher, Michigan	present

OTHERS PARTICIPATING IN THE CALL

Jim Cavanaugh and Mark Cinnamon, Illinois
Phil Marshall, Indiana
John Hill, Michigan
Linda Ellefson, Wisconsin
Geir Friisoe, Anne Selness, Vicki Cook and Kimberly Thielen-Kremers, Minnesota
Robin Pruisner, Iowa
Philip Bell, USDA-APHIS-PPQ
Donna Leonard, Noel Schneeberger, and Mike Connor, USDA Forest Service
Ed Holloman, Southeastern Association Services

Whereas, the above noted directors constitute a quorum, and there is no objection to this proceeding, the following business was conducted:

Approval of the Minutes

Charlie Coffman noted three minor errors in the minutes from the January 21 conference call and February 6 meeting (approval date at the conclusion of both and Frank Fulgham recorded as absent in the latter). Charlie will correct these errors and redistribute the final version of both. Thereupon the minutes of the Gypsy Moth Slow the Spread (STS) Foundation Board of Directors' January 21, 2003 conference call and February 6, 2003 meeting were approved and ratified by unanimous vote and shall be filed in the Minute Book.

FY 2003 Funding

1. Donna Leonard reported that the request to the USDA Forest Service (FS) for \$2 million in supplemental funding to support STS in FY 2003 was funded in full. This brings the total funds available for STS from the FS to \$10 million.

FY 2003 Grant for Trapping and Treatments

States were asked to submit final detailed budgets and narratives to Ed Holloman and Donna Leonard by February 24, 2003. As of March 11, 2003 the status is:

Final Budgets & Narratives on file from WV, IL, MN and OH

Narratives needed from WI, VA

Narratives and Final Budgets needed from NC, IN, MI and IA

The budget planning spreadsheet was reviewed (STS 03 budget plan all sts 031003.xls). States were asked to compare their final budget with the spreadsheet and to confirm the listed grant amount is correct for their state. The federal budget bill was passed in late February, but it will be early April before the Washington Office distributes funds to the Regions/Northeastern Area (NA) and late April before the NA is ready to award grants. The following due dates were established to finalize the grant from the FS for trapping and treatment activities in 2003.

Date	Who	Task
Immediately	Gene Cross	Contact NA and request a Letter of Cost Incurrence (LOCI) for the Foundation
3/13/03, by COB	All states	Submit final detailed budgets and narratives to Ed Holloman and Donna Leonard
3/21/03	Gene Cross, Ed Holloman and Donna Leonard	Submit the Request For Federal Assistance (424 package) to the FS. Total amount requested will be \$5,974,000.00
4/15/03	All states	Submit the final Request for Federal Assistance (424 packages) to the Foundation. Use a grant period of January 1, 2003 through June 30, 2004
4/15/03	Gene Cross and Ed Holloman	Issue LOCI's to all states for 2003 grant
5/15/03	Gene Cross and Ed Holloman	Issue award letters to all states

Note – Indirect Charges on Grants: Wisconsin DATCP has a new Secretary and staff in office. The Secretary's Executive Assistant has declined to waive indirect charges on contractual items in DATCP's grant from the Foundation. Despite this, the amount of DATCP's grant has remained approximately the same as planned because lower than anticipated contract prices for application services made up the difference. Thus, no further action is required this year. However, if this situation continues in Wisconsin or expands into other states the Board should consider having the Foundation purchase Btk for its members to avoid any indirect charges that might be assessed against the purchase if it is included in the application contract.

Remaining Balances on the 2002 Grants to the States for Trapping and Treatment

The handout prepared by Ed Holloman (STS 02 grant balances 031103.doc) was reviewed. Four states (VA, WV, MN and IA) have drawn their grants down to zero. The remaining states (NC, KY, OH, IN, IL and MI) are all showing unspent balances and some balances are quite large. These states were asked to follow-up with their fiscal folks to determine 1) if the remaining

balance would be used prior to grant closing on 6/30/03 or 2) an estimate of the amount that would be de-obligated and returned to the Foundation.

Update – APHIS Regulatory Meeting

Philip Bell reported that he has scheduled a meeting with Mike Massey of NCDA next week (March 13) to rough out plans and to set up a conference call for the planning committee established at the February 6 meeting to assist APHIS.

Miscellaneous

1. Updates on personnel associated with STS.
 - Ohio: Bill Pound has been re-assigned to the Ohio Department of Agriculture's (ODA) Pesticides Division effective March 3, 2003. For the next six months or so he will assist Brian Burke in implementing Ohio's gypsy moth program (suppression, STS and eradication). Bill will remain as the primary contact for the STS Foundation and Brian will be added to the distribution list (cc) for the STS Foundation. At this time, ODA is not refilling any vacancies, so the gypsy moth program is down to two full-time personnel.
 - Iowa: Robin Pruisner has replaced John Haanstad at the Iowa Department of Agriculture and Land Stewardship (515-281-6323, robin.pruisner@idals.state.ia.us). Robin will replace John on the Foundation's distribution list and be added to the Operations Committee distribution list.
 - Michigan: John Hill will be overseeing the gypsy moth program in Michigan (231-922-5210, hillj1@michigan.gov). John will be added to the Foundation's distribution list (cc) and will be added to the Operations Committee.
 - North Carolina: Dr. Steven Schmidt (919-733-6930, Ext. 237) has taken the entomologist position vacated by Logan Williams. Steven will be added to the Technical Committee.
 - The phone number for Ed Holloman of Southeastern Association Services has changed to 919-510-0990. Ed's fax and e-mail remain the same.
2. Treatment of wilderness on National Forest System (NFS) lands: A portion of the Kimberling Creek Wilderness (Bland Co, VA) was recommended for treatment as part of the Rocky Gap block in Virginia. After much discussion and negotiation with the Jefferson National Forest, it has been decided to exclude the wilderness from treatment in 2003. If the infestation persists, treatment will be re-evaluated in 2004. This particular decision does not pose any threat to the overall success of STS, nor does it set a precedent for non-treatment in wilderness. However, because of the distribution and location of wilderness areas across southwest VA and Wisconsin, non-treatment of all infestations in wilderness does pose a large risk to the projects success. Donna Leonard and Wes Nettleton are initiating discussion at the FS regional offices on this topic.
3. Flake application contracts awarded: Two bid items totaling about 475,000 acres in the states of VA, WV and WI were awarded to Al's Aerial Spraying, Ovid, MI for a period of three years. The remaining bid item of about 105,000 acres in the states of OH, IN, IL and southern WI was awarded to Earl's Spray Service, Wheeling, MI for a period of three years. Both contractors have excellent reputations with state gypsy moth spray programs.

Next Conference Call

It was agreed to keep the April 8 conference call on the schedule for the moment. Esther Chapman and Donna Leonard will re-evaluate the need for the call on March 31 and the Board will be notified regarding the status of the call no later than April 1, 2003.

The foregoing resolutions and actions, by unanimous consent, are to have full force and effect and are approved as of June 19, 2003.

Conference call adjourned at 11:10 a.m.

Charles Coffman, Secretary
STS Foundation