



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

**January 12, 2004
10:00 a.m. – 11:30 a.m. EDT**

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 called the roll in the Secretary's absence.

BOARD MEMBERS

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

OTHERS PARTICIPATING IN THE CALL

Phil Marshall, Indiana
John Hill, Michigan
Brian Bureke and David Atkins, Ohio
Gary Gibson and Celestine Ervin, West Virginia
Linda Ellefson, Wisconsin
Geir Friisoe, Minnesota
Carl Harper, Kentucky
Donna Leonard, USDA Forest Service
Weyman Fussell, USDA-APHIS-PPQ
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

The minutes of the Gypsy Moth Slow the Spread (STS) Foundation Board of Directors' September 9, 2003 conference call were approved and ratified by unanimous vote and shall be filed in the Minute Book.

Hotel Arrangements for February 9-10, 2004 meeting, Indianapolis

The block of rooms originally set aside by the Marriott for Sunday (Feb. 8) and Monday (Feb. 9) nights does not include enough rooms to accommodate everyone. Phil Marshall will work with



the Marriott to accommodate everyone planning to come to the meeting(s). If anyone encounters difficulty with their room reservation, contact Phil Marshall directly.

Brief Update – 2004 Plans

Donna Leonard reported that the 2004 Forest Service budget includes the full \$10 million for STS. We are anticipating about 675,000 acres of treatment in 2004 and the acres of Btk treatment have increased significantly over past years.

Donna also reported that the STS action zone has moved into a new state – welcome to the STS project (officially) Minnesota! Gene Cross agreed to send an official copy of the Agreement between the States to Minnesota so that Geir Friisoe can start the process of getting the appropriate reviews needed prior to signature by the Commissioner.

Grant Balances

Gene Cross and Ed Holloman thanked all of the cooperating states for their efforts to improve reporting.

2003 Grant from APHIS: Ed Holloman reported the grant was closed with a balance of \$14,083.00 returned to APHIS. Ed has already submitted the Final FSR for this grant but he is delinquent with the final report because several states have yet to submit their reports. Final reports for regulatory work accomplished under the 2003 grants to the states are due to Ed ASAP. The topic of the 2005 regulatory grant will be added to the Feb. 10 meeting agenda.

A brief discussion regarding Minnesota's status relative to regulatory funds ensued. Consensus was reached that Minnesota is NOT eligible for a 2004 grant because implementation is already underway but will be eligible starting with the 2005 grant cycle.

2003 Grant from FS: Ed reported that he is current with financial reporting (FSR's) to the Forest Service through the 3rd quarter. States need to submit their 4th quarter financial reports by February 1, 2004.

The grant balance spreadsheet was reviewed and it was noted that several states still have rather large balances remaining. By Feb. 1, 2004 Donna needs each state's estimate of balances that will not be spent. West Virginia reported that their grant was drawn down to zero by the end of September and requested the Board's approval to submit a revision to increase their grant by approximately \$38,000.00. The motion to approve this request passed unanimously.

Update – Feb. 9, 2004 Regulatory Meeting

Gene led the discussion because Phil Bell was unable to join the call. The goal of the meeting will be to standardize reporting, optimally through the Foundation's website. Everyone agreed that the Gypsy Moth regulatory action Plan drafted by APHIS and the Board should serve as the starting point for discussion at the meeting. The need to establish a database for compliance agreements was discussed. Amos Ziegler has agreed to attend the regulatory meeting to provide guidance on data standardization and to educate himself on what will be needed form the STS database to serve the regulatory component.

Agenda for the Annual Board Meeting (Feb. 10, 2004)

The meeting will follow the standard format with Donna presenting 2003 accomplishments and 2004 plan of work, along with a final draft budget(s) for the FS grants. The expanding role of the Foundation in purchasing and contracts will be discussed. Gene Cross will present the audit report. Phil Bell will report on the previous day's regulatory meeting, as well as the status of the 2004 grant. We also need to discuss the FY 2005 APHIS budget for STS. New officers will be elected just prior to adjournment.

NC Trapping Contracts

The state of NC was so pleased with the Foundation's handling of the 2003 trapping contracts (an emergency measure) that they requested continuation of this service in 2004. NCDA will provide technical oversight in issuing the solicitation and will recommend awards to the Board. NCDA will also provide supervision and oversight during contract implementation as well as approving all payments. The Foundation's role will be primarily administrative. A motion to approve this request passed unanimously.

A short discussion about the availability of this or similar services to other states ensued. Esther Chapman wants the Board to think about purchasing the Btk and Gypchek carrier used on the Wisconsin STS project in order to avoid indirect charges of 14%. It was cautioned that states need to keep their in-kind resources at current levels even if their grant from the Foundation decreases as we shift purchasing and contracting from the states to the Foundation.

The foregoing resolutions and actions, by unanimous consent, are to have full force and effect and are approved as of September 9, 2003.

Conference call adjourned at 11:30 a.m.

Charles Coffman, Secretary
STS Foundation