



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

**December 2, 2009  
10:00 a.m. – 12:00 p.m. EST**

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

Vice-President Gene Cross (NC) called the meeting to order and Secretary Frank Fulgham (VA) called the roll.

**BOARD MEMBERS**

Geir Friisoe, Minnesota, President	absent
Gene Cross, North Carolina, Vice-President/Treasurer	present
Frank Fulgham, Virginia, Secretary	present
Scott Frank, Illinois	present
Phil Marshall, Indiana	present
Tivon Feeley, Iowa	present
Carl Harper, Kentucky	present
Gary Gibson, West Virginia	present
Melody Walker, Wisconsin	present

**OTHERS PARTICIPATING IN THE MEETING**

Lu Schmidtke, Minnesota  
David Adkins, Ohio  
Ed Holloman, Southeastern Association Services  
Roland Elliston and John Hanstaad, USDA APHIS  
John Kyle, Donna Leonard, USDA Forest Service  
Larry Nichols, Virginia  
Clark Haynes and Celestine Irvin, West Virginia  
Jamie Tukiendorf, Wisconsin

**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**

A motion was proposed by Phil Marshall (IN) and seconded by Scott Frank (IL) to approve the minutes of the Gypsy Moth Slow the Spread (STS) Foundation Board of Directors' Conference Call on October 07, 2009. The motion passed and the minutes, ratified by unanimous vote, shall be filed in the Minute Book.



## **STATUS UPDATES OF GRANT AGREEMENTS – Ed Holloman (SEAS)**

Ed discussed the current Grant Reporting Schedule and grant award balances and expenditures.

### **2009 Aphis Regulatory Grant**

Ed indicated as of 12/01/09 there is a balance of \$26,422.50 in grant funds available out of the total grant award of \$262,287.00 for funding to states with \$72,972.20 pending distribution to MN, NC, WV and WI. States with remaining balances in this grant should submit requests for disbursement of their remaining amounts to zero out all unspent balances as soon as possible since this grant ended on 09/30/09. No state has reported their intent to deobligate any portion of their unspent balance.

➤ **ACTION:** Current 2009 Regulatory Grant state reports that are **past due** are as follows:

11/15/09	FSR Report (4/01/09 thru 9/30/09)	VA
11/15/09	Summary Report (4/01/09 thru 9/30/09)	MN
11/15/09	Final Report (10/01/08 thru 9/30/09)	MN

Ed indicated that the STS Audit will begin the on December 14-18 and then break for the Holiday and resume the Audit again in January. It is imperative that all reports be submitted as soon as possible so that this grant can be closed out on time with USDA.

### **2008 Forest Service Trapping & Treatment Grant**

Ed indicated as of 12/01/09 there is a total overall Foundation grant balance of \$0.00 out of the original grant award of \$6,219,756.00. Ed noted that any unused funds were used toward the Foundation's purchase of pheromone flakes to zero out the budget. Ed also noted that all state reports have been submitted and the Foundation's final grant report will be submitted to the USDA-Forest Service to close out this grant. This grant will be removed from the next set of spreadsheets distributed to the states.

Lucy Schmidtke (MN) asked that Ed explain the requested information needed from the states on their audit websites. Ed explained that the Foundation's Audit Committee reviews the member state's Single Audits that is posted on the web page of each state's office of budget management. The review ensures that no findings are posted that may negatively impact the STS Foundation's annual audit. It was noted that the Foundation's current Audit Committee is composed of Scott Frank (IL), Phil Marshall (IN), and Gary Gibson (WV).

➤ **ACTION:** All member states are reminded to send their state's Single Audit webpage address to Ed Holloman.

### **2010 Aphis Regulatory Grant**

Ed indicated that as of 12/01/09 APHIS has approved 25% of the total award (\$278,625.00) which equals \$69,656.00 for the period 10/01/09 thru 12/31/09. Ed indicated that he had received 424's for the 25% amount from NC & WI and a 424 for the total award from VA. The 424's for the total amounts are now needed as soon as possible from all states. The Foundation is moving

forward to submit their 75% 424 to USDA-APHIS. Final Award Letters will then be sent to states for signatures.

- **ACTION:** Current 2010 Regulatory Grant state reports that are **due now** are as follows:

12/04/09	424 A&B for Partial Award – 100%	IL, MN & WV
12/04/09	424 A&B for Final Award - 75%	NC & WI

### **2009 Forest Service Trapping & Treatment Grant**

Ed indicated as of 12/01/09 there is a balance of \$1,029,633.17 in grant funds available out of the total grant award of \$3,212,840.82 for funding to all states with \$337,801.05 pending disbursement to Ohio. The overall Foundation budget shows a balance of \$2,731,884.10 available out of the revised grant award of \$5,839,401.00. An additional \$620,000 was awarded to the original grant total of \$5,219,401.00. In addition, \$22,501.43 was reimbursed to this grant as payment for Disrupt and active ingredient acquired by the Foundation for AI's Aerial Spraying.

- **ACTION:** Current 2009 T&T Grant state reports that are **past due** are as follows:

10/15/09	FSR Report (4/01/09 thru 9/30/09)	IL, IN & MI
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### **BUDGET OUTLOOK FOR 2010 – Donna Leonard (USDA-FS)**

Donna reported that the USDA-Forest Service allocation for STS for 2010 is \$10.5 million. This is up from the \$8 million allocation of the past two years. This is great news; however, in order for STS to utilize this allocation, the state matching fund must also increase. For several years, the state match funding has been around \$2.5 million. Last year it rose to \$2.8 million. This year's amount is estimated to be around \$3 million. This could be problematic.

- **ACTION:** All Board members are encouraged to review their state's cost share funding and to show the maximum amount of cost share funding for each state.

With the increased allocation from the Forest Service, the full 100 km wide Action Zone was used for planning purposes. Current plans include about 90,000 traps and 900,000 acres of treatments. This is rough acreage based upon polygon measurements which should drop to around 700,000 acres once non-treatable land is removed. With this budget, the Foundation can afford to treat approximately 550,000 – 600,000 acres. This means that additional fine tuning will be required at the Operations Meeting in January. The initial draft treatment acreage and planning budgets are due to Donna within the week and this is what will be used at the Operations Meeting to prepare a draft budget to present to the Foundation's Board at their February meeting.

- **ACTION:** Board members are encouraged to send Rob Mangold (USDA-FS) their thanks for his support of the Gypsy Moth STS Foundation and his efforts to restore funding for this valuable program.

Dave Adkins (OH) requested a breakdown on the total amounts spent by each state to address gypsy moths within their respective states so that Ohio can better decide the appropriate cost share funding amount to commit for gypsy moth grant activities.

- **ACTION:** Donna will send an e-mail to all member states regarding Ohio's request.

### **COORDINATION WITH APHIS – John Hanstaad (USDA-APHIS)**

John Hanstaad was appointed by USDA-APHIS to follow Stephanie Dinh as the Regulatory Coordinator; however, John's tenure will expire on December 11, 2009. John indicated that it will likely be springtime before another Regulatory Coordinator will be hired.

John indicated that there currently is a wide range in the amount of discussion between the State Plant Regulatory Officials (SPRO) and the APHIS' State Plant Health Directors (SPHD) in determining each state's activities relating to the gypsy moth regulatory program. Issues that APHIS would like more involvement with in planning and documenting regulatory activities include the following:

1. More interaction and discussion between the SPRO's and SPHD's in the development of each member state's GM Regulatory Work Plan.
2. Have the Foundation provide each member state's final Work Plan to the APHIS Regional Office for distribution to appropriate SPHD's and Regional personnel in addition to the current Foundation Work Plan currently shared.
3. Complete previous efforts to develop a regulatory database to organize and consolidate state data and reports.
4. Improve utilization of the STS website to enhance regulatory outreach activities.
5. APHIS should highlight the total amount of funding and personnel that conduct regulatory activities in some states, such as, IL, IN, and OH.
6. All APHIS reports and records relating to GM regulatory activities would also be made available to the Foundation.
7. APHIS-PPQ is not questioning the expenditure of funding, but rather desires to receive feedback on the implementation of the regulatory activities in each state to enhance consensus of activities among state regulatory programs.
8. With increased involvement, hopefully, APHIS will be able to provide annual and long range direction on APHIS' expectations on how states should be conducting regulatory activities.

Donna noted that it would be beneficial if someone, such as, Billy Newton (USDA-APHIS), could attend the February STS Board Meeting in Indianapolis, IN, to address regulatory issues and future plans.

Several Board members indicated that increased sharing of regulatory information and joint program development would definitely enhance the overall cohesion of states' regulatory program activities.

Donna reminded everyone that previous efforts in January 2003 developed "Guidelines for the STS Regulatory Program." Although never signed off on by STS and APHIS, the document did receive extensive review by both the STS and APHIS personnel.

- **ACTION:** Donna will distribute the Regulatory Guidelines to everyone on the conference call for their review and possible future action.
- **ACTION:** Gene Cross (NC) proposed that Board President Geir Friisoe appoint a small committee of STS and APHIS personnel to prepare recommendations to present at the February meeting for Board discussion and consideration.

### **PRIVATE SESSION – Board Members Only**

The Board entered into Private Session at 11:05 a.m. to consider amendments to the Personal Services Contract with Southeastern Association Services (SEAS) for administrative and financial assistance to the Board. Ed Holloman, the SEAS Contractor, and all non-Board members were asked to leave the call at this point.

A review followed of the discussion during the October 7, 2009, conference call of proposed administrative recommendations to the Contract. The Board had requested that Geir Friisoe (MN), Gene Cross (NC), and Frank Fulgham (VA) prepare draft language for Board consideration. Amended language was prepared for the Board; however, the draft language was not forwarded to the Board members prior to the December 2, 2009, conference call.

- **ACTION:** A Motion, proposed by Phil Marshall (IN) and seconded by Melody Walker (WI), was unanimously passed by the Board that instructed Gene Cross (NC) to send the revised SEAS Contract language to each Board member via e-mail for consideration. Each Board member will e-mail their “Yea” or “Nea” vote to the Secretary, Frank Fulgham (VA).
- **ACTION:** On December 3, 2009, Gene e-mailed a copy of the revised SEAS personal services contract with a recommendation for approval to the Board.
- **BOARD ACTION:** On December 17, 2009, Frank Fulgham (VA), Board Secretary, informed the Board that the changes to the contract were passed by the Board with 8 Yeas (IN, IL, MN, NC, KY, VA, WV & WI) and 1 No Response (IA).

### **MICELLANEOUS**

- Board members were reminded of the upcoming STS Board of Directors Annual Meeting to be held in Indianapolis, IN, on February 17, 2010. Phil Marshall will make arrangements to have the meeting at the Indiana Government Center and will send out information on available hotels in the area.
- Gene Cross reminded everyone that his e-mail address has changed to: [gene.cross@ncagr.gov](mailto:gene.cross@ncagr.gov)

## 2009 STS CONFERENCE CALL & MEETING SCHEDULE

Conference Calls are scheduled for 1<sup>st</sup> Wednesday of each month at 10:00 a.m. unless otherwise scheduled by the Board President.

**Call-in number for all 2009 Conference Calls: 404-347-7962**

<b>JAN 14</b>	<b>Conference Call</b>	<b>Held at 10:00 a.m. EST</b>
<b>FEB 4</b>	<b>Conference Call</b>	<b>Cancelled</b>
<b>FEB 18</b>	<b>STS Annual Mtg</b>	<b>Held in Indianapolis, IN</b>
<b>MAR 4</b>	<b>Conference Call</b>	<b>Cancelled</b>
<b>APR 1</b>	<b>Conference Call</b>	<b>Cancelled</b>
<b>MAY 6</b>	<b>Conference Call</b>	<b>Held at 10:00 a.m. EDT</b>
<b>JUN 3</b>	<b>Conference Call</b>	<b>Cancelled</b>
<b>JUL 1</b>	<b>Conference Call</b>	<b>Cancelled</b>
<b>AUG 5</b>	<b>Conference Call</b>	<b>Held at 10:00 a.m. EDT</b>
<b>SEP 2</b>	<b>Conference Call</b>	<b>Held at 10:00 a.m. EDT</b>
<b>OCT 7</b>	<b>Conference Call</b>	<b>Held at 10:00 a.m. EDT</b>
<b>NOV 4</b>	<b>Conference Call</b>	<b>Cancelled</b>
<b>DEC 2</b>	<b>Conference Call</b>	<b>Held at 10:00 a.m. EST</b>

**The foregoing motions and actions, by unanimous consent, are to have full force and effect as of December 02, 2009, unless otherwise indicated by the Board.**

The meeting adjourned at 11:33 a.m. Eastern Standard Time.

Frank Fulgham, Secretary  
STS Foundation

## AFTER THE CALL ACTIVITIES

### **Request for the Board's Consideration**

Donna Leonard (USDA-FS) made the following motion to the Board via an e-mail sent on January 8, 2010. The request is somewhat time sensitive in terms of the upcoming Operations Meeting (JAN 26-27, 2010) where the Foundation attempts to finalize the work plan/budget in preparation for the Board's Annual Meeting in February.

- **MOTION:** The Board is requested to approve the use of Foundation purchase orders to complete an additional 50,000 acres of mating disruption treatment at an approximate cost of \$250,000 during the 2010 treatment season. There would likely be two Purchase Orders issued - one to each of the two contractors that are working under the FS contract.
- **BOARD ACTION:** On January 11, 2010, Frank Fulgham, Board Secretary, notified Donna Leonard and the Board members that he had received "YES" votes from all nine voting Board members; therefore, the motion passed unanimously effective January 11, 2010.