



Slow the Spread
of the Gypsy Moth
Slow the Spread Foundation, Inc.

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

December 9, 2016
9:00 CDT – 11:00 CDT
10:00 EDT – 12:00 EDT

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

Larry Nichols called the meeting to order and the roll was taken.

BOARD MEMBERS

Larry Nichols, Virginia, President	present
Phil Wilson, North Carolina, Vice-President/Treasurer	present
Melody Walker, Wisconsin, Secretary	present
Scott Frank, Illinois	present
Phil Marshall, Indiana	present
Tivon Feeley, Iowa	present
Carl Harper, Kentucky	present
Kimberly Thielen Cremers, Minnesota	present
Eric Ewing, West Virginia	present

OTHERS PARTICIPATING IN THE MEETING

Dave Adkins, Ohio
Nancy Johnson, Illinois
Chris Elder, North Carolina
Heather Slayton, Tennessee
Deb Martin, Virginia
Tim Brown, Butch Sayers, West Virginia
Linda Kastorff, Wisconsin
Ed Holloman, Southeastern Association Services
Paul Chaloux, USDA APHIS
Donna Leonard, Amy Hill, Noel Schneeberger, USDA Forest Service

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

Virginia Larry Nichols - President 804-786-3515	North Carolina Phil Wilson – Vice President/Treasurer 919-707-3753	Wisconsin Melody Walker - Secretary 608-224-4586
Illinois Scott Frank 217-785-2427	Indiana Phil Marshall 812-358-3621	Minnesota Kimberly Thielen Cremers 651-201-6329
Iowa Tivon Feeley 515-725-8453	Kentucky Carl Harper 859-257-5838	West Virginia Eric Ewing 304-558-2212

APPROVAL OF THE MINUTES

Carl Harper (KY) made a motion to approve the October 21, 2016 meeting minutes with minor edits. The motion was seconded by Phil Marshall (IN) and approved by a unanimous vote.

STATUS UPDATES OF GRANT AGREEMENTS

2016 APHIS Regulatory Grant

Ed reported a balance of \$62,710.45 as of December 8, 2016. The sum of \$47,289.55 has been disbursed and there are no pending transactions at this time. All reports are current.

➤ Action: 2016 APHIS Regulatory Grant Reports	Due:
2 nd QTR Performance Report (10/1/16– 12/31/16)	1/20/17
2 nd QTR FSR (10/1/16– 12/31/16)	1/20/17

2015 Forest Service Trapping and Treatment Grant

Ed reported a balance of \$131,941.62 as of December 8, 2016. These funds have been obligated for a racemic disparlure purchase. The sum of \$106,720.40 was deobligated by states and a total of \$2,866,715.60 was disbursed to the states to achieve a zero balance in subgrants. All reports are current.

➤ Action: 2015 FS Trapping and Treatment Grant Reports	Due:
Annual Performance Report (1/1/16– 12/31/16)	2/15/17

2016 Forest Service Trapping and Treatment Grant

Ed reported a balance of \$3,274,870.33 as of December 8, 2016. The amount of \$881,957.91 has been disbursed leaving a balance of \$2,252,865.09 available to the states. A balance of \$70,447.24 remains as available to spend. All reports are current.

➤ Action: 2016 FS Trapping and Treatment Grant Reports	Due:
Annual Performance Report (1/1/16– 12/31/16)	2/15/17
Annual FSR (1/1/16– 12/31/16)	2/15/17

Update on ASC Review of Grants

Ed has been in communication with Thomas Bolton, who is in the process of reviewing the Foundation's financial documentation for October through December. Bolton has requested all records and documentation regarding bank statements, reconciliations and any other financial transactions made by the Foundation. Ed sent all requested information and also complied with the subsequent request for the

QuickBooks® Chart of accounts, the federal sub-award requirements and a sample award letter intended for sub grantees. No other information has been requested to date. Donna and Noel plan to contact Bolton to request a report that can be presented at the February 16 Board meeting.

The regular annual audit performed by Williams Overman Pierce, LLC will begin on January 9, 2017. In conjunction with this audit, the Foundation audit committee will email out a letter asking each state for audit information.

Status update on planning for 2017

Donna provided the following summary of work planned for 2017 with the caution that funding will arrive late because of the Continuing Resolution (CR) which will be effective until April 30, 2017. The work plans are based on an \$8 million allocation.

The STS program is expected to treat just under 400,000 acres with about 350,000 acres of mating disruption treatments and nearly 50,000 acres treated with larvicides. More larvicides will be used in 2017 than in recent years to address a large area of moth capture in IL covering Starved Rock State Park and an area south of the park. There is a light increase from 2016 in the estimated number of traps to set.

Draft budgets are coming in from the states. The projected allocation will be about \$8 million if the Forest Service Forest Health Protection budget remains flat. The delivery of funds may be staggered because of the CR and the need for an early release of some funds. The availability of funds with the CR will range from mid-June to mid-July.

The Forest Service is sensitive to time critical projects and has asked for a list of projects and timelines to prioritize funding. Donna sent a spread sheet around to get confirmation on projects and amounts needed to get programs started. There will be an early release of funds in February to get the MD contract started. The early release of funds will be requested for the FS funded eradication projects in NC, IN, and MN. It should be noted that letters of cost incurrence are no longer available from the Northeast Area.

The 2016 grants will end June 1, 2017. We could do a no-cost extension of the existing grant, or we could ask for an early release of funds if states have salaries charged to the grant and we want to prevent a gap in their funding. All states should look at the potential for a gap in funding between the 2016 ending grant and the beginning of the 2017 grant.

Donna indicated she would be recommending to the Forest Service that the listed eradication projects be fully funded as of March 1 for NC and MN, and April 1 for IN. The 424 packages should be waiting for acceptance at the FS to receive these funds. Noel encouraged states to submit 424's now to get early funds.

On the APHIS side, Paul Chaloux assured everyone that the CR will not have a negative impact on acquiring trapping supplies in time for the trapping season.

Update on Member Agreements

The Member Agreement has not been kept up to date since 2004 when MN formally joined. KY and IA are not included in the Member Agreement. MI is listed as a member, but is no longer a member and does not get grants. This has all come to light as we are considering bringing TN on as a member state.

Heather Slayton (TN) indicated that TN would like to take some time to make a decision about joining the STS program. She said that for now they are happy with the support and a decision will be more apparent after the next year. There was a question about the ability of the Foundation to issue a contract on behalf of a state that is not a member. Phil Marshall read some of the language that would allow the Foundation to provide support. Although the Foundation has never issued a contract on behalf of a nonmember state, it does appear that we can based on the language. The Foundation has been providing funding for Ohio's projects for years and Ohio is not a member state.

The Board members agreed to move forward with updating the Member Agreement to include KY and IA and take MI off. There was also general agreement all states should re-sign the agreement each time a new state joins. This will requires two signatures from all the states, one from the Commissioner or Secretary and Board member. There are financial implications for current member states when additional states are added, and each member state should be fully aware and have an opportunity to agree to changes in membership.

Donna, Phil Wilson and Larry will work on this and send it out to the states.

MISCELLANEOUS

February Board Meeting

Phil Wilson has reserved rooms at the Holiday Inn - Downtown Raleigh for the nights of February 15 and 16, 2017. Those who are planning to stay at the Holiday Inn should make reservations early because they will release the rooms within 30 days of the meeting. The single room rate will be \$89.00 per night. Phil reminded everyone that there will be a gathering of those who can arrive in time for dinner the night before. Donna will send out a draft agenda for travelers who need the agenda for approval to travel.

Board Members Leaving

Eric Ewing will be leaving the West Virginia Department of Agriculture to become the new APHIS SPHD for West Virginia. Butch Sayers and Tim Brown will continue their participation in Board meetings and a new Board member will be appointed.

In Illinois, Scott Frank is retiring from Illinois Department of Agriculture. Scott Schirmer and Nancy Johnson will continue to participate in the Board meetings, and a new Board member will be appointed to represent Illinois. Eric and Scott both currently serve on the Audit committee. Kimberly Thielen Cremers volunteered to join the audit committee and in his absence, Tivon Feely was nominated to join the audit committee.

Future Meetings

The next conference call is scheduled for Wednesday, January 4, 2017.

Meeting Adjourned

Phil Marshall (IN) moved to adjourn the meeting. Carl Harper (KY) seconded the motion and the motion passed. The meeting was adjourned.

2016 STS Conference Call and Meeting Schedule

Conference calls are scheduled for the 1st Wednesday of each month at 9:00 CT/10:00 ET unless otherwise scheduled by the Board President. The call in number for the STS monthly conference calls in 2016 is **888-844-9904 with access code 4050800**.

January 6	Conference Call	Held
February 3	Conference Call	Cancelled
February 17	STS Annual MT	Held
March 2	Conference Call	Cancelled
April 6	Conference Call	Held
May 4	Conference Call	Cancelled
June 1	Conference Call	Held
July 6	Conference Call	Cancelled
July 29	Conference Call	Held
September 7	Conference Call	Cancelled
September 16	Conference Call	Held
October 4	Conference Call	Cancelled
October 21	Conference Call	Held
November 2	Conference Call	Cancelled
December 9	Conference Call	Held

2017 STS Conference Call and Meeting Schedule

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January 4	Conference Call	Pending
February 1	Conference Call	Pending
February 16	STS Annual MT	Pending
March 1	Conference Call	Pending
April 5	Conference Call	Pending
May 3	Conference Call	Pending
June 7	Conference Call	Pending
July 5	Conference Call	Pending
August 2	Conference Call	Pending
September 6	Conference Call	Pending
October 4	Conference Call	Pending
November 1	Conference Call	Pending
December 6	Conference Call	Pending

The foregoing motions and actions, by unanimous consent are to have full force and effect as of December 9, 2016, unless otherwise indicated by the Board.

Melody Walker, Secretary