



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

Meeting Specifics

Purpose	Time	STS Foundation Board Chair
Monthly Board Meeting	10:00AM Central	Kimberly Thielen Cremers (Minnesota)
Date	11:00AM Eastern	Location
September 1, 2021	Minutes Approved: October 6, 2021	Virtual Meeting via Microsoft Teams
<i>Proper notice having been duly given to each Board member; a conference call of the Board of Directors was held on the above date.</i>		

Board Members

President: <input checked="" type="checkbox"/> Kimberly Thielen Cremers (MN)	Vice-President / Treasurer: <input checked="" type="checkbox"/> Joy Goforth (NC)	Secretary: <input checked="" type="checkbox"/> Carl Harper (KY)
<input type="checkbox"/> Scott Schirmer (IL)	<input checked="" type="checkbox"/> Phil Marshall (IN)	<input type="checkbox"/> Tivon Feeley (IA)
<input checked="" type="checkbox"/> Tim Brown (WV)	<input checked="" type="checkbox"/> Chris Foelker (WI)	<input checked="" type="checkbox"/> Dave Adkins (OH)
		<input checked="" type="checkbox"/> Larry Nichols (VA)

Others Participating in the Meeting

Illinois <input checked="" type="checkbox"/> Nancy Johnson	Indiana <input checked="" type="checkbox"/> Megan Abraham	Iowa <input type="checkbox"/>	Kentucky <input type="checkbox"/>	North Carolina <input checked="" type="checkbox"/> Allison Ballantyne <input type="checkbox"/>
Ohio: <input type="checkbox"/>	Tennessee <input type="checkbox"/> Cameron Stauder <input type="checkbox"/> Nathan Hoover	Virginia <input checked="" type="checkbox"/> David Gianino <input type="checkbox"/> Larry Bradfield	West Virginia <input type="checkbox"/> Andy Stotts	Wisconsin <input type="checkbox"/>
GMSTS, Inc. <input checked="" type="checkbox"/> Georgia Brock	US Forest Service <input checked="" type="checkbox"/> Tom Coleman <input type="checkbox"/> John Kyhl <input checked="" type="checkbox"/> Patrick Engelken <input checked="" type="checkbox"/> Derek Puckett <input checked="" type="checkbox"/> Chris Hayes <input checked="" type="checkbox"/> David Mausel	USDA APHIS <input checked="" type="checkbox"/> Kathryn Bronsky <input checked="" type="checkbox"/> Anthony Man-Son-Hing	Virginia Tech <input type="checkbox"/> Mannin Dodd	Michigan State <input type="checkbox"/> Travis Perkins
Williams Overman Pierce, LLC <input type="checkbox"/> Ryan Hill <input type="checkbox"/> Lauren Henry				

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

Agenda (all times listed are in Eastern time)

Time	Agenda Item	Presenter/Facilitator
11:00a	Call to order: Roll call Approval of minutes	Kimberly Thielen Cremers Carl Harper Kimberly Thielen Cremers
	Grant and Budget spreadsheets	Georgia Brock/Tom Coleman



	STS updates (grant modification, racemic disparture, SPLAT test sprays)	Tom Coleman
	Miscellaneous business	Kimberly Thielen Cremers
	Adjournment	Kimberly Thielen Cremers

Status Update of Grant Agreements and Action Items

2020-21 APHIS Regulatory Grant Info as of 30-JUN-21

2020-21 Regulatory Grant	Awarded	Disbursed	Pending	Deobligated	Balance
Illinois	\$22,600.00	\$22,600.00	\$0.00	\$0.00	\$0.00
Minnesota	\$50,000.00	\$23,980.09	\$0.00	\$0.00	\$26,019.91
West Virginia	\$30,000.00	\$30,000.00	\$0.00	\$0.00	\$0.00
Wisconsin	\$40,400.00	\$40,400.00	\$0.00	\$0.00	\$0.00
Total Regulatory	\$143,000.00	\$116,980.09	\$0.00	\$0.00	\$26,019.91

Item	Assigned to	Due Date
2020-21 APHIS Regulatory Grant Reporting		
FSR (7/1/20 – 12/31/20)		1/15/2021
Accomplishment Report (7/1/20 – 12/31/20)		1/15/2021
Final FSR (7/1/20 – 6/30/21)		8/15/2021
Final Accomplishment Report (7/1/20 – 6/30/21)		8/15/2021
2020-21 APHIS Regulatory Grant Action Items: <i>All money has been dispersed as of September 1, 2021</i>	Georgia Brock, STS Foundation Administrator for closing out process.	

2021 STS Trapping and Treatment Grant Info as of 25-AUG-21

2021: Total of \$4,768,007
Grant #: 19-DG-11083150-004 Mod. 4

2021 Subgrants to States for STS	Award	Deobligated (subtracted)	Disbursed	Pending	Balance
Illinois STS	\$34,869.00	\$0.00	\$0.00	\$0.00	\$34,869.00
Indiana STS	\$197,568.00	\$0.00	\$0.00	\$0.00	\$197,568.00
Iowa STS	\$80,390.00	\$0.00	\$0.00	\$31,537.84	\$48,852.16
Kentucky STS	\$44,000.00	\$0.00	\$2,153.32	\$0.00	\$41,846.68
Michigan - Calibration fly-in	\$9,000.00	\$0.00	\$0.00	\$0.00	\$9,000.00
Minnesota STS	\$650,880.00	\$0.00	\$0.00	\$0.00	\$650,880.00
North Carolina STS	\$107,473.00	\$0.00	\$0.00	\$0.00	\$107,473.00
Ohio STS	\$480,660.00	\$0.00	\$0.00	\$0.00	\$480,660.00
Tennessee	\$40,958.00	\$0.00	\$31,770.28	\$0.00	\$9,187.72
Virginia STS	\$675,757.00	\$0.00	\$168,416.92	\$0.00	\$507,340.08
West Virginia STS	\$323,910.00	\$0.00	\$0.00	\$0.00	\$323,910.00
Wisconsin STS	\$681,716.00	\$0.00	\$303,676.70	\$0.00	\$378,039.30
Grayson & Perry Proposal SUNY)	\$10,000.00	\$0.00	\$0.00	\$0.00	\$10,000.00



Jon Walter (University of VA)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal STS Grants	\$3,337,181.00	\$0.00	\$506,017.22	\$31,537.84	\$2,799,625.94
Total Funds in Grant	\$4,768,007.00				
Subtotal Disbursed/Pending in subgrants	\$537,555.06				
Subtotal Foundation Expenses	\$358,901.58				
Total Spent	\$896,456.64				
Balance	\$3,871,550.36				
Obligated but not Spent	\$3,871,550.36				
Subgrants	\$0.00				
Foundation expenses	\$0.00				
Available to Spend	\$0.00				
Item		Assigned to		Due Date	
2021 STS Trapping and Treatment Grant Reports		All receiving funds			
Annual FSR (1/1/21 – 12/31/21)				1/29/2022	
Annual Performance Report (1/1/21 – 12/31/21)				1/29/2022	
Final Performance Report (1/1/21 – 12/31/21)				7/15/2022	
Final FSR (1/1/21 – 6/1/22)				7/15/2022	
2021 STS Trapping and Treatment Action Items:					
<i>No action items</i>					
2020 STS Trapping and Treatment Grant Info as of 25-AUG-21					
2020: Total of \$5,253,602					
Grant #: 19-DG-11083150-004 Mod. 2					
2020 Subgrants to States for STS	Award	Deobligated (subtracted)	Disbursed	Pending	Balance
Illinois STS	\$104,597.00	\$0.00	\$104,597.00	\$0.00	\$0.00
Indiana STS	\$165,969.00	\$0.00	\$161,755.40	\$0.00	\$4,213.60
Iowa STS	\$88,683.00	\$0.00	\$78,815.84	\$0.00	\$9,867.16
Kentucky STS	\$44,000.00	\$0.00	\$43,480.62	\$0.00	\$519.38
Michigan - Calibration fly-in	\$9,000.00	\$0.00	\$4,910.67	\$0.00	\$4,089.33
Minnesota STS	\$485,321.00	\$0.00	\$485,321.00	\$0.00	\$0.00
North Carolina STS	\$109,681.00	\$0.00	\$79,013.46	\$0.00	\$30,667.54
Ohio STS	\$635,598.00	\$0.00	\$635,598.00	\$0.00	\$0.00
Virginia STS	\$761,421.00	\$0.00	\$733,069.28	\$0.00	\$28,351.72
West Virginia STS	\$322,933.00	\$0.00	\$322,933.00	\$0.00	\$0.00
Wisconsin STS	\$676,225.00	\$0.00	\$676,225.00	\$0.00	\$0.00
Grayson & Perry Proposal SUNY)	\$10,000.00	\$0.00	\$9,999.99	\$0.00	\$0.01
Jon Walter (University of VA)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal STS Grants	\$3,413,428.00	\$0.00	\$3,335,719.26	\$0.00	\$77,708.74
Total Funds in Grant	\$5,803,602.00				
Subtotal Disbursed/Pending in subgrants	\$3,335,719.26				
Subtotal Foundation Expenses	\$1,453,498.98				



Total Spent	\$4,789,218.24		
Balance	\$1,014,383.76		
Obligated but not Spent	\$464,383.76		
Subgrants	\$0.00		
Foundation expenses	\$0.00		
Available to Spend	\$550,000.00		
Item	Assigned to	Due Date	
2020 STS Trapping and Treatment Grant Reports			
Annual FSR (1/1/20 – 12/31/20)	All receiving funds	1/29/2021	
Annual Performance Report (1/1/20 – 12/31/20)		1/29/2021	
Final Performance Report (1/1/20 – 12/31/20)		7/15/2021	
Final FSR (1/1/20 – 6/1/21)		7/15/2021	
2020 STS Trapping and Treatment Action Items:			
Georgia Brock (STS Foundation) is waiting on signed deobligation form from Kentucky. All receiving funds should verify that they have submitted their final performance report and final FSR. Everything goes to Georgia.		All receiving funds	7/15/2021
Assigned Action Items as of 01-SEP-21			
Item	Assigned to	Due Date	
Request for reimbursement:			
Action: If your state has a ZERO in the Disbursed/Pending column on the 2021FS tab in the 08252021spreadsheet_final official.xlsx spread sheet, please follow up with your grants office to encourage submission of reimbursement requests.	All states with a ZERO in the disbursed/pending column.	PAST DUE	
Financial and non-financial concerns about the gypsy moth common name change:			
Action: STS states can send, IN WRITING, any concerns (financial and non-financial) to Joy Goforth (NC). She will compile and send the letter to Kimberly Thielen Cremers (MN), STS Foundation Board President for review and submission to Anthony Man-Son-Hing (USDA). Have comments to Joy by September 10, 2021.	All states with concerns	September 10, 2021	
Gypsy Moth common name:			
Action: Writing a short statement to place on the website that we are aware of the common name change taking place and the action we plan to take.	Tom Coleman, Kimberly Thielen Cremers, Mannin Dodd	In Progress	
FS Reimbursement Timeframe:			
Action: Review the FS reimbursement timeframe and determine if it is causing any hardships to the state(s), contractor(s), etc. and see what can be done, if anything, to alleviate the hardships.	Tom Coleman, Kimberly Thielen Cremers, Georgia Brock	In Progress	
GMSTS Webpages:			
Action: Review and update to current board members/personnel and start making the new site pages public to replace the older web pages after review and all information is ready.	Tom Coleman, Kimberly Thielen Cremers, Mannin Dodd	In Progress	



<p>STS Desk Guide: Action: Committee to continue work on Desk Guide and plan to present to the board after a final review by the committee. Plan to present at the October or November board meeting.</p>	Chris Foelker, Larry Nichols, Carl Harper	In Progress
<p>Tennessee to join the STS Foundation Board: Action: The Board is waiting for SPRO submitted application from TN. Once received, the board will review and vote at the next Board meeting on voting in TN to the STS Foundation Board. It is suggested that Tom Coleman (FS) follow up with TN to see where they might be in the process. Action: Once TN has been added as a confirmed Board Member – the STS Foundation Board will update its documentation – send it to the Foundation Board member states for signatures to finalize the process for each state individually.</p>	The STS Foundation Board Tom Coleman	In Progress In Progress
<p>Email your phenology sightings: Action: Continue using an email chain (similar to last year), list all state program managers, etc. and keep each other informed of what you are finding! ie: egg hatch, larval stages, flight, etc. Keep the email chain going!</p>	Gypsy moth states	In Progress

Agenda Item Notes

Topic	Discussion (all times are listed in Eastern time)
1. Call to order	<ul style="list-style-type: none"> Called to order at 11:01 AM by President Kimberly Thielen Cremers (MN)
2. Roll call	<ul style="list-style-type: none"> Secretary Carl Harper (KY) did roll call and quorum was met.
3. Approval of minutes	<ul style="list-style-type: none"> Approval of minutes <ul style="list-style-type: none"> August 4, 2021 Minutes <ul style="list-style-type: none"> Phil Marshall (IN) moved to approve with corrections; Dave Adkins (OH) second. Minutes approved.
4. Grant and Budget Spreadsheets	<ul style="list-style-type: none"> Grant and Budget Spreadsheets: <ul style="list-style-type: none"> 2020-2021 Reg: <ul style="list-style-type: none"> All funds are officially spent and all reports have been submitted. In process of closing out. 2021-2022 Reg.: <ul style="list-style-type: none"> No requests have been received 2019 FS: <ul style="list-style-type: none"> The University of VA has some money left over to spend and some money will go towards the virtual classroom (September Environmental Assessment (EA) class). Tom Coleman (FS) is working on getting the final cost for the EA class.



	<ul style="list-style-type: none"> ○ 2020 FS: <ul style="list-style-type: none"> ▪ All deobligations are in. Kentucky is just needing a signature on the form to submit to Georgia Brock (STS Foundation). Georgia Brock is waiting on Illinois about the cost share and working with them. No other expenses are obligated and the remaining will plan to go to the purchase of racemic. ~\$464,000 can be applied to 2022. ○ 2021 FS: <ul style="list-style-type: none"> ▪ There have been disbursements on this grant. Georgia Brock (STS Foundation) needs expenses spent submitted as of June 30 turned in soon because the auditors will be looking through the grant soon. <ul style="list-style-type: none"> • Discussion: Georgia Brock (STS Foundation) would like the board to review the Award Letter regarding requested reimbursements. Consider a requirement that, at a minimum, reimbursement requests occur no more than 30 days after the end of each quarter. The preference is to receive them monthly. Larry Nichols (VA) suggested making it quarterly with the exception of the 2nd quarter due to state fiscal year end closeout. Joy Goforth (NC) suggested adding 4 date deadlines to make the timeline for reimbursements specific. • ACTION: <ul style="list-style-type: none"> ○ If your state has a ZERO in the Disbursed/Pending column on the 2021FS tab in the 08252021spreadsheet_final official.xlsx spread sheet, please follow up with your grants office to encourage submission of reimbursement requests. ○ STS 2021 Budget Sheet: Tom Coleman (FS) gave a quick update. All is flowing. Refer to STS 2021 Budget (7-24-21).xlsx spreadsheet for details.
<p>5. STS Updates: Grant Modification, Racemic disparlure, SPLAT Test Sprays</p>	<ul style="list-style-type: none"> • Grant modification: <ul style="list-style-type: none"> ○ Tom Coleman (FS) said the modification was submitted on August 31, 202. When we meet next time, Tom will have the base framework for 2022. Extra carryover will be analyzed to apply to 2022 costs. There are some extra funds (~\$87,000) from region coming to STS. • G4 Issues: Tom Coleman (FS) noted that states have reported significant issues with G4 this season and VT is investigating the issues. Mannin is talking with ESRI and working with them to check out the STS framework and all seemed fine with ESRI. Tom may consider purchasing tablets with some of the remaining grant funds, but not sure if this will resolve the issues completely. ESRI is moving to Field Maps (from Collector), so this may resolve some of the current issues. Talks between VT and ESRI are



continuing and looking at multiple avenues to help alleviate the current problems.

- Discussion: Many Board members also stressed the significant challenges that have occurred within their respective states related to this year's survey. The two most significant issues is with the G4 software/tablets syncing during field surveys and with the database reports/dashboards managers rely on to monitor the field work. Tim Brown (WV) said that the internet connection is not the issue. It is the device. All of the issues were discussed at the Summer Ops meeting and will continue through to the Winter Ops meeting. Testing to figure out the issues will continue. There was some discussion of the dashboards and its accuracy and accessibility. Tim Brown (WV) said that the internet connection is not the issue. It is the device. Dave Adkins (OH) also noted the increased number of unique dashboards and difficulty of getting accurate reports. It is recognized that many of these issues were due to software failures and third-party updates outside the programs control that caused substantial workloads to VT staff. Discussion on developing a priority list. Can the website updates be a lower priority, to focus on G4 and dashboard reports? VT is building the website/hub and it is up to users to review and offer suggestions about navigation and accessibility.
- ACTION: Tom is to continue to work with VT on solutions and will update Board. The Board sees this as a priority item to be addressed for 2022 season. The STS Foundation Board is committed to help where we are able to resolve these issues.
- Racemic disparlure:
 - Tom Coleman (FS) bid went out. Should hear something by the next board meeting.
- SPLAT test sprays:
 - Tom Coleman (FS) looked at the drop characterizations and all went well.
- Application Hours:
 - Tom Coleman (FS) said that he is missing IN and MN application hours
- EA class:
 - 18 signed up for the September training
- Winter Ops meeting:
 - Everybody wants an in person but at the same time don't feel that it is able to be done with COVID-19. Right now it is an even split for in-person vs virtual based on discussion via emails. Right now it looks like 10 people may come to an in person.
 - What does the board think?
 - Dave Adkins (OH): With the trend of the current variants of COVID it is looking to be probably a virtual meeting.



	<ul style="list-style-type: none"> • Kimberly Thielen Cremers (MN) stressed the importance of relationship building between states for the overall success of the STS Program. Reducing in-person committee meetings was discussed in the past however it was recognized the important to continue these meetings, despite costs. This relationship building cannot be as successful through virtual meetings. In addition, MN staff noted feeling as though issues were not fully addressed at the August virtual Ops Committee meeting as they would have been via an in-person meeting- there was decreased discussions. Thielen Cremers encouraged moving forward with setting up an in-person and to allow for a virtual option to meet all needs. Tim Brown (WV) said that we still need to offer the virtual component. • Phil Marshall (IN) suggested to look at a more central location for the meeting for in person. • All discussed about the 'cheapest' option so as to not incur little or no cancellation fees if it were to come to that.
<p>6. Miscellaneous business</p>	<ul style="list-style-type: none"> • STS Foundation Desktop Guide <ul style="list-style-type: none"> ◦ Chris Foelker (WI) gave an update. We are close to a final draft. The committee (Larry Nichols (VA), Carl Harper (KY)) will meet one more time before presenting to the board for review. • Update on USDA stance on Lymantria dispar common name change <ul style="list-style-type: none"> ◦ Joe Goforth (NC) / Anthony Man-Son-Hing (USDA) / Kathryn Bronsky (USDA) <ul style="list-style-type: none"> ▪ Don't plan to change any documents at this point. Discussion is still with leadership. This would cause challenges with the CFR. ▪ USDA is not saying they won't change but will evaluate how things pan out for everything that involves 'gypsy moth'. It is taking time to come up with a resolution due to the amount of documentation out there with 'gypsy moth'. ▪ May wait until the final common name is in place before really moving forward with any changes. ▪ There have been discussions with other countries about this name change due to export regulations that refer to 'gypsy moth'. This is going to be a huge logistical lift! ▪ Anthony is interested in hearing from the STS states in providing a list of issues for you, what impacts will this cause for the states moving forward, what are the key issues to address in moving forward in this process that



	<p>USDA can compile for internal use. Think both financial and non-financial impacts.</p> <ul style="list-style-type: none"> ▪ Tim Brown (WV) said that the public will not transition well to the name change; public engagement will be impacted. ○ ACTION: STS states can send, IN WRITING, any concerns (financial and non-financial) to Joy Goforth (NC). She will compile and send the letter to Kimberly Thielen Cremers (MN), STS Foundation Board President for review and submission to Anthony Man-Son-Hing (USDA). Have comments to Joy by September 10, 2021. • Status of adding TN to STS Foundation <ul style="list-style-type: none"> ○ It is currently in TN's shop to submit the information when they are ready. They have to make application a formal request to join the STS Foundation. In the past, the STS Program Manager had met with the states to answer questions they may have. The process to join is a simple letter requesting to join. Tom Coleman (FS) will check with TN on the process.
7. Adjournment	<ul style="list-style-type: none"> • Carl Harper (KY) made a motion to adjourn, Phil Marshall (IL) seconded the motion. The motion passed. • Adjourned 12:28p

2021 STS Conference Call and Meeting Schedule		
Conference calls are scheduled for the 1 st Wednesday of each month at 10:00 CT/11:00 ET unless otherwise scheduled by the Board President. The call-in was via Microsoft Teams.		
Date	Meeting Type	Held / Cancelled / Pending
January 6, 2021	Microsoft Teams Call	Cancelled
February 17, 2021	Microsoft Teams Call Annual Meeting (Day 1)	Held
February 18, 2021	Microsoft Teams Call Annual Meeting (Day 2)	Held
March 3, 2021	Microsoft Teams Call	Held
April 7, 2021	Microsoft Teams Call	Held
May 5, 2021	Microsoft Teams Call	Held
June 2, 2021	Microsoft Teams Call	Held
July 7, 2021	Microsoft Teams Call	Cancelled
August 4, 2021	Microsoft Teams Call	Held
September 1, 2021	Microsoft Teams Call	Held
October 6, 2021	Microsoft Teams Call	Pending



November 3, 2021	Microsoft Teams Call	Pending
December 1, 2021	Microsoft Teams Call	Pending

The foregoing motions and actions, by unanimous consent are to have full force and effect as of September 1, 2021, unless otherwise indicated by the Board.

Carl Harper, Secretary