



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
October 6, 2021	Minutes Approved: 01-DEC-21	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 checked="" type="checkbox"/> Scott Schirmer (IL)	<input checked="" type="checkbox"/> Phil Marshall (IN)	<input checked="" type="checkbox"/> Tivon Feeley (IA)
<input checked="" type="checkbox"/> Tim Brown (WV)	<input type="checkbox"/> Chris Foelker (WI)	<input checked="" type="checkbox"/> Dave Adkins (OH)
		<input type="checkbox"/> Larry Nichols (VA)

Others Participating in the Meeting

Illinois <input type="checkbox"/> Nancy Johnson	Indiana <input checked="" type="checkbox"/> Megan Abraham	Iowa <input type="checkbox"/>	Kentucky <input checked="" type="checkbox"/> JD Loan	North Carolina <input checked="" type="checkbox"/> Allison Ballantyne
Ohio: <input type="checkbox"/>	Tennessee <input type="checkbox"/> Hannah Hollowell <input type="checkbox"/> Nathan Hoover	Virginia <input checked="" type="checkbox"/> David Gianino <input type="checkbox"/> Larry Bradfield	West Virginia <input checked="" 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 checked="" type="checkbox"/> John Kyhl <input checked="" type="checkbox"/> Patrick Engelken <input checked="" type="checkbox"/> Derek Puckett <input type="checkbox"/> Chris Hayes <input type="checkbox"/> David Mausel	USDA APHIS <input checked="" type="checkbox"/> Kathryn Bronsky <input checked="" type="checkbox"/> Anthony Man-Son-Hing	Virginia Tech <input checked="" 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
	Racemic disparlure bids, BOD Vote on a bid	Kimberly Thielen Cremers



	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

2021-22 APHIS Regulatory Grant Info as of 05-OCT-21

2021-22 Regulatory Grant	Awarded	Disbursed	Pending	Deobligated	Balance
Illinois	\$22,600.00	\$0.00	\$0.00	\$0.00	\$22,600.00
Minnesota	\$50,000.00	\$0.00	\$0.00	\$0.00	\$50,000.00
West Virginia	\$30,000.00	\$0.00	\$0.00	\$0.00	\$30,000.00
Wisconsin	\$40,400.00	\$0.00	\$0.00	\$0.00	\$40,400.00
Total Regulatory	\$143,000.00	\$0.00	\$0.00	\$0.00	\$143,000.00

Item	Assigned to	Due Date
2021-22 APHIS Regulatory Grant Reporting		
FSR (7/1/21 – 12/31/21)		1/14/2022
Accomplishment Report (7/1/21 – 12/31/21)		1/14/2022
Final FSR (7/1/21 – 6/30/22)		8/15/2022
Final Accomplishment Report (7/1/21 – 6/30/22)		8/15/2022
2021-22 APHIS Regulatory Grant Action Items:		

2021 STS Trapping and Treatment Grant Info as of 28-SEP-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	\$31,537.84	\$0.00	\$48,852.16
Kentucky STS	\$44,000.00	\$0.00	\$3,913.54	\$2,156.68	\$37,929.78
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	\$71,286.13	\$579,593.87
North Carolina STS	\$107,473.00	\$0.00	\$0.00	\$0.00	\$107,473.00
Ohio STS	\$480,660.00	\$0.00	\$0.00	\$215,125.39	\$265,534.61
Tennessee	\$40,958.00	\$0.00	\$31,770.28	\$0.00	\$9,187.72
Virginia STS	\$675,757.00	\$0.00	\$168,416.92	\$151,139.46	\$356,200.62
West Virginia STS	\$323,910.00	\$0.00	\$65,720.15	\$0.00	\$258,189.85
Wisconsin STS	\$681,716.00	\$0.00	\$303,676.70	\$112,834.58	\$265,204.72
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	\$605,035.43	\$552,542.24	\$2,179,603.33
Total Funds in Grant	\$4,768,007.00				
Subtotal Disbursed/Pending in subgrants	\$1,157,577.67				
Subtotal Foundation Expenses	\$459,639.06				
Total Spent	\$1,617,216.73				
Balance	\$3,150,790.27				
Obligated but not Spent	\$3,387,790.27				
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	<div style="background-color: #90EE90; padding: 2px;">1/29/2022</div> <div style="background-color: #90EE90; padding: 2px;">1/29/2022</div> <div style="background-color: #90EE90; padding: 2px;">7/15/2022</div> <div style="background-color: #90EE90; padding: 2px;">7/15/2022</div>		
Annual FSR (1/1/21 – 12/31/21)					
Annual Performance Report (1/1/21 – 12/31/21)					
Final Performance Report (1/1/21 – 12/31/21)					
Final FSR (1/1/21 – 6/1/22)					
2021 STS Trapping and Treatment Action Items: <i>No action items</i>					
2020 STS Trapping and Treatment Grant Info as of 28-SEP-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	\$1,453,522.98				
Total Spent	\$4,789,242.24				



Balance	\$1,014,359.76		
Obligated but not Spent	\$464,359.76		
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:			
Assigned Action Items as of 06-OCT-21			
Item	Assigned to	Due Date	
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	
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.	Chris Foelker, Larry Nichols, Carl Harper	In Progress	
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 STS Foundation Board member states for signatures to finalize the process for each state individually.	The STS Foundation Board Tom Coleman	In Progress In Progress	



<p>Update spreadsheets to have only active grants listed Action: To start archiving the closed grants and only have the active grants available for review on the Excel spreadsheets.</p>	Georgia Brock/Tom Coleman	Next set of spreadsheets sent to the Board for review
<p>Send out notice to states regarding any audits Action: A letter from the STS Foundation Board will be sent to the receiving states. States need to ask their financial office if the state STS awards from the STS Foundation has been part of any audits.</p>	STS Foundation Board Audit Committee in cooperation with the STS BOD President	In Process

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 11:02 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"> September 1, 2021 Minutes <ul style="list-style-type: none"> Phil Marshall (IN) moved to approve with corrections; Tivon Feeley (IA) second. Minutes approved.
<p>4. Grant and Budget Spreadsheets (spreadsheets, additional FY21 funds, FY22 budget, and status of FY19-21 funds). Refer to 10042021spreadsheet_final_official.xlsx and STS 2022 Budget (10-6-21).xlsx for more details.</p>	<ul style="list-style-type: none"> Grant and Budget Spreadsheets: <ul style="list-style-type: none"> 2021-2022 Reg.: <ul style="list-style-type: none"> Georgia Brock (STS Foundation): <ul style="list-style-type: none"> No requests have been received. Anyone who has not submitted a request prior to September needs to do so so that they can be presented to the auditor. 2019 FS: <ul style="list-style-type: none"> Georgia Brock (STS Foundation): <ul style="list-style-type: none"> The University of VA has some money to spend. 2020 FS: <ul style="list-style-type: none"> Georgia Brock (STS Foundation): <ul style="list-style-type: none"> All is spent except for racemic purchase. Showing a balance of \$122,564.27. 2021 FS:



	<ul style="list-style-type: none"> ▪ Georgia Brock (STS Foundation): <ul style="list-style-type: none"> • There are some states that haven't sent in any request for disbursements. Please check with your financial office to be sure that requests are in process. An email from the Foundation to the states will be sent to get in requests for reimbursements to the STS Foundation by October 29, 2021. ▪ Tom Coleman (FS): <ul style="list-style-type: none"> • There was an additional \$87,000 and \$150,000 that came in from the feds. Will plan to go towards racemic. • Request on September 21 still has not been paid. Automatic reply indicated they were still working on the September 17th request. Still waiting on a request from September 14th. ○ STS 2022 Draft Budget Sheet: <ul style="list-style-type: none"> ▪ Tom Coleman (FS): <ul style="list-style-type: none"> • The remaining funds from past grants will be moved forward; these remaining funds typically go towards the racemic purchase. Currently have approx. \$1.7 million for treatment planning. Refer to STS 2021 Budget (10-6-21).xlsx spreadsheet for details. ○ Action Item: <ul style="list-style-type: none"> ▪ Georgia Brock (STS Foundation) will start archiving the closed grants and only have the active grants available for review on the Excel spreadsheets.
<p>5. Racemic disparlure bids, BOD Vote on a bid</p>	<ul style="list-style-type: none"> • 2 bids received (\$1,033,220) <ul style="list-style-type: none"> ○ Tom Coleman (FS): <ul style="list-style-type: none"> ▪ ISCA Technologies; 2801 KG of racemic disparlure to be supplied (\$368/KG) ▪ CBC America (ShinEtsu); 2900 KG of racemic disparlure to be supplied (356/KG) ▪ The difference between the 2 equates to about 14,000 acres. ○ Action: Phil Marshall (IN) moved to accept CBC America quote, seconded by Scott Schirmer (IL); Approved.
<p>6. STS Updates: Database discussion 2021 issues/fixes and 2022 plans</p>	<ul style="list-style-type: none"> • Database discussion: <ul style="list-style-type: none"> ○ Mannin Dodd (Virginia Tech): <ul style="list-style-type: none"> ▪ Presented an overview of the data collection. The Oracle database, where reports are pulled, could not be loaded in real time due to issues of moving to the newer cloud-based format. This migration to the newer cloud-based format moved up the development of reports and dashboards to help with reporting of data and for trapper/trapping errors to



be fixed. These fixes, however, were not always being reflected on the dashboards and maps. Virginia Tech internally tried to resolve these issues but were not being successful. They contacted and are currently working with ESRI on troubleshooting and testing to figure out the issues that have and are occurring. ESRI confirms that STS is using best practices in the builds and ESRI has been able to replicate the issue in house but still do not have any resolution. There is hope that the new Field Maps app (formerly Collector) will offer some new options that may help with issues.

- A 2022 Development Plan was presented.
 - NOTE: The plan is fluid and somethings may be addressed at a different time-frame. But this is the plan as currently presented.
 - The 2022 Development Plan is attached.
 - Timeline of Development Plan is from October – February.
 - STS-ISG Team is planning to have a monthly call during this development.
- Discussion:
 - Phil Marshal (IN):
 - Is the Decision Algorithm (DA) still running
 - Yes. All historical data is in the planning editor. The DA has been turned on and off at times and may be a reason for some delay.
 - Do you need the gadgets back?
 - Yes
 - Kimberly Thielen Cremers (MN):
 - Regarding the monthly call; what group?
 - The Operations group; basically, the ones that would be involved the most in the development. But encourage any of the board members to be involved as well. Don't want them left out of the loop.



	<ul style="list-style-type: none"> ▪ Regarding possible purchase of hardware. What is the STS-ISG considering? <ul style="list-style-type: none"> • ESRI develops iOS cellular enable devices first, then Android. There is consideration to purchase some iPad minis to have on hand to test.
<p>7. Miscellaneous business: November BOD meeting, Winter Operations meeting, 2022 BOD annual meeting (time/location), Update with TN new person, Letter to USDA APHIS about name change, STS DA shows SC as part of the program, mating disruption contract update, audit information request from states.</p>	<ul style="list-style-type: none"> • November BOD meeting: <ul style="list-style-type: none"> ○ Tom Coleman (FS): <ul style="list-style-type: none"> ▪ Doesn't anticipate a lot of activity leading to the November meeting. Also, the AGMR and roadshows will be happening at that time. Consider cancel November meeting and meet in December. <ul style="list-style-type: none"> • Phil Marshall (IN) moved to cancel November BOD meeting unless needed. • Going to cancel November meeting. • Winter Operations Meeting (January 2022): <ul style="list-style-type: none"> ○ Tom Coleman (FS): <ul style="list-style-type: none"> ▪ The Marriott Louisville Downtown had the best deal of the hotels solicited to handle our needs; ~\$1200/day or less. ▪ A draft agenda is being developed for travel approvals. Looking to cut the individual state meetings and going to have them meet individually before the meeting one-on-one. • 2022 BOD Annual Meeting: <ul style="list-style-type: none"> ○ Tom Coleman (FS): <ul style="list-style-type: none"> ▪ Normally meeting mid February, but consider looking at the second week of February. This would help give some cushion on getting the grant request in on time. Going to hold February 8 – 9, 2021 for possible meeting date for the BOD. Going to check with Larry Nichols about meeting date, since VA typically hosts the in-person meeting, to see if there are any conflicts. • New Forest Health Program Specialist for TN: <ul style="list-style-type: none"> ○ Tom Coleman (FS): <ul style="list-style-type: none"> ▪ TN has new Forest Health Person: Hannah Hollowell. She will be taking over the STS program for TN. • STS DA shows it pushing close to South Carolina: <ul style="list-style-type: none"> ○ Tom Coleman (FS): <ul style="list-style-type: none"> ▪ Tom presented the DA and it shows the STS boundary getting close to SC. Not that STS will get that far at this point, but need to have conversations with SC so that they



	<p>are prepared. Find out who the contact would be in SC. Tom will work on a write up and Joy will get in touch with Steve Long, the SC SPRO about STS.</p> <ul style="list-style-type: none"> • Letter from STS Foundation to USDA-APHIS regarding gypsy moth common name change: <ul style="list-style-type: none"> ○ Kimberly Thielen Cremers (MN): <ul style="list-style-type: none"> ▪ Joy Goforth (NC) drafted it and moved it to Thielen Cremers. It was sent out and no additional feedback was received on the letter. Kathryn Bronsky (USDA-APHIS) was appreciative of the letter and the concerns listed were noted. The letter will be sent to Anthony Man Son Hing (USDA-APHIS) from the STS Foundation Board. • Mating disruption contract update: <ul style="list-style-type: none"> ○ Tom Coleman (FS): <ul style="list-style-type: none"> ▪ Packet is complete. Anticipate draft solicitation late Oct - early Nov. Initial questions about the packet was more getting familiar with the request. Hope to be awarded by February 2022. Another update as to the progress will be presented at the December BOD meeting. • Audit Information Request Letter: <ul style="list-style-type: none"> ○ Phil Marshall (IN): <ul style="list-style-type: none"> ▪ It is time for the audit information request letter to be sent to each state. The auditors for the STS Foundation grant review that information as part of their audit.
8. Adjournment	<ul style="list-style-type: none"> • Carl Harper (KY) made a motion to adjourn, Phil Marshall (IN) seconded the motion. The motion passed. • Adjourned 12:17p

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	Held
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 October 6, 2021, unless otherwise indicated by the Board.

Carl Harper, Secretary