



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

Meeting Specifics

Purpose	Time	STS Foundation Board Chair
Annual Face-to Face Board Meeting	8:00AM Central	Kimberly Thielen Cremers (Minnesota)
Date	9:00AM Eastern	Location
February 8 - 9, 2022	Minutes Approved: March 9, 2022	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 08-FEB-22

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 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 type="checkbox"/> Megan Abraham	Iowa <input type="checkbox"/>	Kentucky <input type="checkbox"/> JD Loan	North Carolina <input type="checkbox"/>
Ohio: <input checked="" type="checkbox"/> Jonathan Shields	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 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 type="checkbox"/> Patrick Engelken <input 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 type="checkbox"/> Mannin Dodd	Michigan State <input type="checkbox"/> Travis Perkins
Williams Overman Pierce, LLC <input checked="" type="checkbox"/> Ryan Hill <input checked="" type="checkbox"/> Michelle Huffman <input checked="" type="checkbox"/> McKay Richardson				

Board Members 09-FEB-22

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)
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Ohio: <input checked="" type="checkbox"/> Jonathan Shields	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 type="checkbox"/> Andy Stotts	Wisconsin <input type="checkbox"/>
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Williams Overman Pierce, LLC <input type="checkbox"/> Ryan Hill <input type="checkbox"/> Michelle Huffman <input type="checkbox"/> McKay Richardson				

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
08-FEB-22 9:00a	Call to order: Roll call Approval of minutes Elect new slate of officers	Kimberly Thielen Cremers Carl Harper Kimberly Thielen Cremers
9:15a	FS Report: 2021 STS program accomplishments, 2022 plan of work and budget	Tom Coleman
10:10a	FS Report (continued): 2022 mating disruption contract	Tom Coleman
10:30a	Quality Control/Quality Assurance Report and Technical Committee Update Internal Audit Committee STS Foundation Report	Tom Coleman Phil Marshall
11:00a	Audit Report	Joy Goforth/Georgia Brock/Williams Overman Pierce, LLC
09-FEB-22 9:00a	APHIS Report: 2021 program accomplishments	Kathryn Bronsky
9:30a	Miscellaneous items: desk guide, invoice reimbursements/advancements, foundation workflow (grant deadlines, invoices, etc.), Michigan calibration fly-in, Gypcheck, updated contact Excel file for states, state match, program/foundation name change, additional items	All
12:00p	Adjournment	

**Status Update of Grant Agreements and Action Items
2021-22 APHIS Regulatory Grant Info as of 04-FEB-22**



2021-22 Regulatory Grant		Awarded	Disbursed	Pending	Deobligated	Balance
Illinois		\$22,600.00	\$1,893.00	\$20,707.00	\$0.00	\$0.00
Minnesota		\$50,000.00	\$3,145.32	\$5,377.13	\$0.00	\$41,477.55
West Virginia		\$30,000.00	\$13,304.43	\$6,653.93	\$0.00	\$10,041.64
Wisconsin		\$40,400.00	\$19,425.58	\$20,272.95	\$0.00	\$701.47
Total Regulatory		\$143,000.00	\$37,768.33	\$53,011.01	\$0.00	\$52,220.66
Item		Assigned to			Due Date	
2021-22 APHIS Regulatory Grant Reporting						
FSR	(7/1/21 – 12/31/21)					4/14/2022
Accomplishment Report	(7/1/21 – 12/31/21)					4/14/2022
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 04-FEB-22						
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	\$1,230.17	\$33,638.83	
Indiana STS	\$197,568.00	\$0.00	\$47,041.20	\$0.00	\$150,526.80	
Iowa STS	\$80,390.00	\$0.00	\$31,537.84	\$14,459.69	\$34,392.47	
Kentucky STS	\$44,000.00	\$0.00	\$13,974.26	\$1,571.29	\$28,454.45	
Michigan - Calibration fly-in	\$9,000.00	\$0.00	\$0.00	\$0.00	\$9,000.00	
Minnesota STS	\$650,880.00	\$0.00	\$438,510.07	\$87,643.20	\$124,726.73	
North Carolina STS	\$107,473.00	\$0.00	\$30,671.08	\$19,923.49	\$56,878.43	
Ohio STS	\$480,660.00	\$0.00	\$297,443.89	\$0.00	\$183,216.11	
Tennessee	\$40,958.00	\$0.00	\$40,958.00	\$0.00	\$0.00	
Virginia STS	\$675,757.00	\$0.00	\$319,556.38	\$35,276.29	\$320,924.33	
West Virginia STS	\$323,910.00	\$0.00	\$179,079.34	\$17,190.27	\$127,640.39	
Wisconsin STS	\$681,716.00	\$0.00	\$477,751.49	\$54,750.96	\$149,213.55	
Grayson & Perry Proposal SUNY)	\$10,000.00	\$0.00	\$5,591.75	\$0.00	\$4,408.25	
Jon Walter (University of VA)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Subtotal STS Grants	\$3,337,181.00	\$0.00	\$1,882,115.30	\$232,045.36	\$1,223,020.34	
Total Funds in Grant	\$4,768,007.00					
Subtotal Disbursed/Pending in subgrants	\$2,114,160.66					
Subtotal Foundation Expenses	\$466,697.64					
Total Spent	\$2,580,858.30					
Balance	\$2,187,148.70					
Obligated but not Spent	\$2,424,148.70					



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 04-FEB-22

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

Item	Assigned to	Due Date
2020 STS Trapping and Treatment Grant Reports	All receiving funds	
Annual FSR (1/1/20 – 12/31/20)		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: <i>Remaining funds to be spent on racemic.</i>		
Assigned Action Items as of 08 & 09-FEB-22		
Item	Assigned to	Due Date
Tennessee to join the STS Foundation Board:		
Action: <i>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.</i>	The STS Foundation Board Tom Coleman	In Progress
Action: <i>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.</i>		In Progress

Agenda Item Notes

Topic	Discussion (all times are listed in Eastern time)
1. February 8, 2022 Call to order	<ul style="list-style-type: none"> • Called to order at 9:02 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"> ○ January 5, 2022 Minutes <ul style="list-style-type: none"> ▪ Moved to Wednesday morning
4. Election of officers	<ul style="list-style-type: none"> • Dave Adkins (OH) moves to accept the current slate of officers, Tivon Feeley (IA) seconds. Motion passes. <ul style="list-style-type: none"> ○ President: Kimberly Thielen Cremers (MN) ○ Vice President/Treasurer: Joy Goforth (NC) ○ Secretary: Carl Harper (KY)
5. FS Report: 2021 STS program accomplishments, 2022 plan of work and budget	<ul style="list-style-type: none"> • Accomplishment Reports <ul style="list-style-type: none"> ○ 2021 Accomplishment Report: <ul style="list-style-type: none"> ▪ Transition over time to the current view of accomplishments to point out <ul style="list-style-type: none"> • Keeping it to the high points • More links for people to go to the website for more detailed information. ▪ Didn't meet the goal of meeting the spread rate for 2021. There was a lot of moth pressure for the 2021 season. ▪ Discussion:



	<ul style="list-style-type: none"> • Phil Marshall (IN): Consider showing the 10-moth line over time; last 5 years. Indiana shows that the 10-moth line hasn't moved much. Possibly work for other state? • Chris Foelker (WI): Likes the layout and graphical display. It shows the program in the "larger scheme of things". • Tom Coleman (FS): Although didn't meet spread rate, the 3-year average is still below. ▪ The number of acres defoliated was over 2.5 mil and acres treated was around 350,000. The proximity of the defoliation to the STS area has an impact on our program. The closer the proximity the higher the impact. ▪ Discussion: <ul style="list-style-type: none"> • Kimberly Thielen Cremers (MN): We might consider pulling the areas that have a higher potential to impact the STS program vs all defoliation. ▪ Treatment evaluation: there was not as high of success as in the past. ▪ Discussion: <ul style="list-style-type: none"> • Maybe continue to look at the effects a couple of years after? Start to see what the evaluation says to us over 2, 3, 4, years later? ▪ USDA NGMMP brief (National Gypsy Moth Management Program). Tom Coleman (FS) has been trying to highlight this information that is outside the STS program and within the STS program by combining information about the 4 main programs. It is just a quick 2-page brief containing information from the following programs: <ul style="list-style-type: none"> • Suppression Program • National GM STS Program • Detection and Eradication Programs • Regulatory Program • 2022 STS Funding: <ul style="list-style-type: none"> ○ Still under continuing resolution until February 18th. <ul style="list-style-type: none"> ▪ Flat budget: \$7,110,000 ▪ State match: \$2,106,791 ○ Spending authority can allow funds to be released for grants and contracts ○ A budget increase could come from infrastructure bill and annual budget <ul style="list-style-type: none"> ▪ STS could receive an additional \$500K; was hoping for more. Wait for budget to pass. • 2022 STS Plan of Work <ul style="list-style-type: none"> ○ Number of traps holding steady
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	<ul style="list-style-type: none"> ○ Treatment acres for 2022 had some changes to make things add up. Most of the changes occurred in mating disruption to meet the numbers. ○ 2021 average spread rate: 14.6 km/yr ○ Spread rate by region <ul style="list-style-type: none"> ▪ Above the target rate in southern and northern region but below in central region. ● 2021 vs 2022 STS Budget <ul style="list-style-type: none"> ○ Presented the significant changes from year to year (increase or decrease). But all is balanced. <ul style="list-style-type: none"> ▪ Treatment cost ▪ FS salary and costs ▪ FS MD contract cost ▪ VT database increase ○ Racemic disparlure status <ul style="list-style-type: none"> ▪ We are holding steady with near the max amount we can store. ▪ For 2022, looking to order 2,500 kg to keep our supply in check. ▪ Budget is the limiting factor on what could be used for treatments. Wouldn't be able to deplete what we have in storage.
<p>6. FS Report (continued): 2022 mating disruption contract</p>	<ul style="list-style-type: none"> ● Mating Disruption Contract: <ul style="list-style-type: none"> ○ Tom Coleman (FS) <ul style="list-style-type: none"> ▪ There was a 30% increase (\$443,289) from the 2017 contract pricing. ▪ Cut MD acres only by cutting or trimming blocks to balance the increase in contract pricing. ▪ Discussions with the contractors and states to make sure that orders for product isn't depleted prematurely during the treatment season. ○ STS Foundation and MD grant <ul style="list-style-type: none"> ▪ Verify spending authority and adjust the work plans accordingly ▪ Grant submission ASAP after BOD meeting (before March 1) ▪ Award MD contract no later than February 11th <ul style="list-style-type: none"> ● contract limited to \$7.5 million cost (\$1.5 per year over 5-year contract). If over, the contract would limit to 4 years.) ▪ Additional funding will require another modification; if arrives early this will be added to the current modification. <ul style="list-style-type: none"> ● \$500k for racemic ▪ Workplan breakdown <ul style="list-style-type: none"> ● Shown based on the \$7.11 mil but has a column with the possible extra \$500k



	<ul style="list-style-type: none"> ▪ The current 2022 budget <ul style="list-style-type: none"> • Review the 02042022 spreadsheet_final official.xlsx • Review the STS 2022 Draft Budget for BOD mtg (2-7-22).xlsx • We are meeting our state match requirement of 25% with some to spare should we be able to get an increase in grant funds. ▪ Action Items: <ul style="list-style-type: none"> • States that have updated financial changes will need to send updates by February 22, 2022 to Georgia Brock (STS Foundation) and cc Joy Goforth (NC) and Tom Coleman (FS). Otherwise, the draft budgets submitted back in December will be what is worked from.
<p>7. Internal audit committee STS foundation report</p>	<ul style="list-style-type: none"> • Internal Audit Committee STS Foundation Report <ul style="list-style-type: none"> ○ Phil Marshall (IN): <ul style="list-style-type: none"> ▪ Sent letter regarding the audit of gypsy moth funds for the last 4 years. ▪ No funds mentioned in any audit report from the states. ▪ Intends to change the letter for 2022 (state audit vs A131 audit)
<p>8. Audit Report</p>	<ul style="list-style-type: none"> • Audit Report (Williams, Overman, and Pierce LLC) <ul style="list-style-type: none"> ○ Presenters: Ryan Hill, Michelle Huffman, McKay Richardson ○ Review of Audit Report (see auditor report for more details) <ul style="list-style-type: none"> ▪ Deficiencies: <ul style="list-style-type: none"> • Page 20: Material Weakness; Financial State Preparation • Page 21: Significant Deficiency; Segregation of Duties (reported due to only 1 staff in the Foundation) • Page 25: Summary of Auditor's Results • Page 28: Boards action plan to handle the deficiencies reported. ▪ Clean opinion that the Foundation is in compliance with compliance requirements. ○ Presentation to the board of directors' communications report <ul style="list-style-type: none"> ▪ Page 2-3: Appendix regarding financial controls related to the material weakness/significant deficiencies ▪ Page 4-5: Appendix regarding the audit as a whole and how the audit was performed. ▪ Page 7 is the Summary of Audit Differences; Effect of misstatement: overstatement/(understatement) from previous years but will fade out by next year in carry over. ▪ Suggested updates to the STS Desk Guide:



	<ul style="list-style-type: none"> • For allowability of costs and cash management process. It is already being done, just needs to be documented in Desk Guide. • Make sure that vendors are not suspended or disbarred before signing a contract by adopting a formal policy and procedure of how this is to be done. Must be done annually before federal funds are dispersed and documented to verify this process was properly completed. ○ Follow-up from Tom Coleman (FS) on 09-FEB-22: <ul style="list-style-type: none"> • Regarding the indirect cost, it is in the detailed budget as a line item to show the indirect – de minimus of up to 10%.
<p>9. February 9, 2022 Call to order</p>	<ul style="list-style-type: none"> • Called to order at 9:00 AM by President Kimberly Thielen Cremers (MN)
<p>10. APHIS report: 2021 program accomplishments</p>	<ul style="list-style-type: none"> • Kathryn Bronsky (APHIS) <ul style="list-style-type: none"> ○ Review of 2021 program activities <ul style="list-style-type: none"> ▪ Trapping <ul style="list-style-type: none"> • Gather data from IPHIS and APHIS GIS Portal (STS not included) • 39 states reported data • 19,317 trap locations with 56,091 trap activities ▪ Confirmations <ul style="list-style-type: none"> • Lab confirmations 32 states Lymantra dispar dispar, 1 state Lymantria dispar asiatica ▪ Responses ▪ Washington with a single Lymantria dispar asiatica detection and ongoing delimitations planned for CA, OR, WA ▪ Quarantine updates ▪ Expanded in WI a couple of counties and some will occur in Illinois ○ Fiscal year 2022 budget <ul style="list-style-type: none"> ▪ FY 22 about the same as last year <ul style="list-style-type: none"> • Tree and Wood Pest Line Item and PPA 7721 ○ Program tool <ul style="list-style-type: none"> ▪ Building an internal APHIS dashboard (in development) to see the progress of survey work ▪ Inland Detection Toolbox to help for planning trapping locations for AGM ▪ Updating the Online Household Checklist – Your Move GM Free for public to streamline it more. ▪ Working with the Nature Conservancy regarding firewood movement/certification.



	<ul style="list-style-type: none"> ▪ Forest Pest Methods Lab (formerly called OTIS) has implemented real-time PCR for a quicker turnaround time and plan to do batch sampling. ○ Discussion: <ul style="list-style-type: none"> ▪ Kimberly Thielen Cremers (MN): Regarding data sharing – still in talks with VT to get that data so that it will be able to be included in the APHIS databases. It is getting there and will give a better overall view of trapping across the US. ▪ Kimberly Thielen Cremers (MN): Funding of the \$143,000 for this season anticipated or increased? Right now, plan on same level as last year. ▪ Phil Marshall (IN): Indiana is adding two counties into quarantine this year. They are getting the process started. ▪ Kimberly Thielen Cremers (MN): Cost for name change on printed material. Kathryn Bronsky (APHIS): Looking at a transition process and needs for a phase out plan because there are really no funds for a reprint. This would allow use of current printed material and the new material printed will then start reflecting the name change. ▪ Kimberly Thielen Cremers (MN): Do we have a summary from APHIS regulatory work? Kathryn Bronsky (APHIS): Yes. Anthony Man-Son-Hing (APHIS) created and sent it out back in January. ▪ Kimberly Thielen Cremers (MN): When should we start putting together proposals for the next funding cycle? Anthony Man-Son-Hing (APHIS): As soon as you can. There is no allocation yet but will expedite them as soon as possible once allocations are in place.
<p>11. Quality control/quality assurance report, meeting minutes approval, follow up on agenda items from yesterday, technical committee update,</p>	<ul style="list-style-type: none"> • QA/QC Report: <ul style="list-style-type: none"> ○ Tom Coleman (FS) <ul style="list-style-type: none"> ▪ 99.97% out of 100% address – happen to be in TN. TN is aware and with the transition to new person (Hollowell) was probably the reason. ▪ 94.94% out of 95% for traps placed within a defined distance grid node ▪ Base traps too far from note: 4.81% ▪ Delimit traps too far from node: 7.04% ▪ 72 delta traps placed where milk carton traps should have been. ▪ Timing of trap placement: asked the database compare BioSIM to Phenology traps (Ksenia/Tobin) Figures on pg 16-17. ▪ Refer to QA/QC report for more detail ○ Discussion: <ul style="list-style-type: none"> ▪ Moth flight model in the QA/QC seems to be really early. All feel that they are setting traps in the correct time frame



	<p>vs moving trapping up 2 weeks that the model suggests. More work to be done is encouraged.</p> <ul style="list-style-type: none"> ▪ States can submit justification as to why they did what they did programmatically so that it will give more context to the reason the data shows as it does in the report. <ul style="list-style-type: none"> • Meeting Minutes Approval: <ul style="list-style-type: none"> ○ Kimberly Thielen Cremers (MN) <ul style="list-style-type: none"> ▪ December 16, 2021 Special Meeting Minutes <ul style="list-style-type: none"> • Phil Marshall (IN) moved to approve as presented, Dave Adkins (OH) second. Minutes approved. ▪ January 5, 2022 Minutes <ul style="list-style-type: none"> • Phil Marshall (IN) moved to approve as presented; Dave Adkins (OH) second. Minutes approved. • Follow-up from yesterday's agenda items: <ul style="list-style-type: none"> ○ Accomplishments Report: <ul style="list-style-type: none"> ▪ Tom Coleman (FS) is working to make sure that the numbers match up to what is reported either on the map or in the summary. This has both the state trapping and STS trapping data that is run through the STS GIS ○ STS 2022 Draft Budget (2-8-22).xlsx <ul style="list-style-type: none"> ▪ Reviewed the budget line items ▪ Larry Nichols (VA) moves to accept the budget as presented, Phil Marshall (IN). Budget approved. • Technical Committee Update <ul style="list-style-type: none"> ○ Tom Coleman (FS) <ul style="list-style-type: none"> ▪ Ksenia Onufrieva (VT) continue with study plots; SPLAT, droplet characterization tests conducted, phenology worked well this year, used plurasense auto traps. Slides of this presentation is available for those that want it. ▪ \$30 K for Derek Johnson (new proposal): Develop methods that will enhance the decision-making algorithm to increase the success and cost-effectiveness of the STS program for L. dispar management. ▪ \$10 K for Dylan Parry (continuation): Variation in developmental traits among invasion front gypsy moth populations (expand to include MN populations) • Mating Disruption Contract <ul style="list-style-type: none"> ○ Tom Coleman (FS) <ul style="list-style-type: none"> ▪ Was awarded yesterday! ▪ All items have the same price under new contract under each STS region. <ul style="list-style-type: none"> • SPLAT: 7.4% increase, Disrupt II: 33% decrease • In northern region, keeping MD acreage under 8,000 to keep the rate increase lower. Over 8,000 acres jumps from 25.5% to 61% increase per acre. ▪ Could be a four-year contract (capped at \$7.5 million)
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	<ul style="list-style-type: none"> ▪ SPLAT is planned for the entire project, but flakes could be used with approval of contracting officer and early notification (by Nov.) ○ Discussion: <ul style="list-style-type: none"> ▪ Chris Foelker (WI): Only one bid, what can be done to encourage more bidders? The program (STS) is going to have to have further discussions on how to do that. ▪ Dave Adkins (OH): ISCA needs to develop dispersal equipment if more competition is to be expected. Because why would an aerial company share their equipment design to increase more competition against themselves? ▪ There is concern that there is only one applicator and one product at this point. Need more competitors. ▪ SPLAT will be used unless there is a supply issue, then will use flakes. If flakes are used the preference is bioflakes because of the plastics issue otherwise. Flakes do require more 'manpower'.
<p>12. Miscellaneous items: desk guide, invoice reimbursements/advancements, foundation workflow (grant deadlines, invoices, etc.), Michigan calibration fly-in, Gypcheck, update contact Excel file for states, state match, program/foundation name change, additional items</p>	<ul style="list-style-type: none"> • Desk Guide <ul style="list-style-type: none"> ○ Chris Foelker (WI): <ul style="list-style-type: none"> ▪ Committee members: Chris Foelker (WI), Larry Nichols (VA), Carl Harper (KY) ▪ Sent in December for review and got some comments ▪ Auditor (yesterday) brought up suggestions for the Desk Guide <ul style="list-style-type: none"> • Policy to check for excluded vendors; it is in there under Procurement Guidelines section. • Receiving the grant and payments guidelines; it is located under the Duties of the Administrative Officer and oversight required section. ▪ Discussion: <ul style="list-style-type: none"> • Suggest updated language that if over a certain amount (>\$25,000), that prior to the award the System for Award management website (SAM) would be consulted to confirm that they are not debarred. Preferrable that it is on the contractor to verify/sign off on this to reduce the work put on the STS Foundation. • Suggest to formalize a process that incorporates the audit committee as a next level check in the financial management process of the STS Foundation. ▪ Larry Nichols (VA) moves to adopt the desk guide as presented (with creation and approval dates), Dave Adkins (OH) seconds, Motion approved



- Will update the guide once the auditors submit their report to glean the appropriate language to place in the Desk Guide.
 - Invoice reimbursements/advancements
 - Tom Coleman (FS)
 - Usually, grants are either established as advancements or reimbursements, but you can do both
 - Need to request advancement funds to cover a month of work and use all funds before another request (monthly tracking seems relaxed)
 - Reimbursements should be addressed first in the payment priority
 - Would plan to do reimbursements during the summer months to cover trappers in a timely manner.
 - FS ASC hiring and training people to improve workflow.
 - Discussion:
 - Cost:benefit. Is it worth the cost of the paperwork to the STS Foundation?
 - Are their complaints about the payments? So far, not complaints have been brought up to the Georgia Brock at the Foundation.
 - Georgia Brock (Foundation) processes payment submissions in a timely manner, it has been at the USDA FS level where the delay is taking place. Doesn't feel that there is a need to do advancements at this time.
 - Plan to stay on top of the payment process especially during the summer to the trappers to be sure it stays flowing as quickly as possible.
 - Michigan calibration fly-in
 - Is it still worth it? Was the question from last year.
 - \$9,000
 - Three states participate and MD contract
 - Costs several thousand to get the computer set-up to analyze Btk droplets
 - COVID has delayed our site visit during the calibrations
 - Discussion:
 - Kimberly Thielen Cremers (MN): It has come up a few times and the cost seems steep? Can it be more of a fee-based cost?
 - Dave Adkins (OH): Three things important to take the pressure off the state:
 - i.e. Application Rate, Droplet Size, Legal Aspect



- Tom Coleman (FS): fully managed by MI Dept of Ag. You just need to bring the equipment.
 - Offers a value and consistency and expertise in calibration from an outside party
 - Overall thoughts are to continue forward with this opportunity. Usually occurs in April. This year scheduled for April 5, 2022.
- MD competition
 - Keep thinking of ways to be sure to keep competition
- Program/Foundation name change
 - National Slow the Spread Program
 - Seems to be known as this
 - Most starting to use this as the program name.
 - Change articles of incorporation?
 - Don't seem to need to do that.
 - Still waiting for official name to come out
- Gypcheck
 - Request support for new production (last quote in 2016 was for \$750K)
 - For STS, suppression by NY this year, and APHIS wanting to use this?
 - Production:
 - Via Sylvar? Can they still do it?
 - Via APHIS' Forest Pest Methods Lab (formerly called OTIS)? Are they willing?
 - Discussion:
 - If production happens, it should be a shared cost between agencies.
 - Develop parameters by each state for use to help in gauging the use of the product. Usually used in more sensitive areas.
 - The current supply won't last forever, so it is good that it is being used to collect more information.
- Update contact Excel file for states
 - Review and send back to Georgia Brock (STS Foundation) and cc Tom Coleman (FS)
 - For APHIS and FS award – who should be included in the CC list on reports, budgets, etc.
 - Simple answer – send to Georgia Brock (STS Foundation).
- Letter of incurrence for 2022 state grants:
 - 3 wk continuing resolution planned
 - Who is interested:
 - MN



	<ul style="list-style-type: none"> ○ If interested let Georgia Brock (STS Foundation) and cc Tom Coleman (FS) know. ● Interagency trap order <ul style="list-style-type: none"> ○ Old and New Interagency Agreement so FS is able to get traps from APHIS for survey programs ○ Expiring this year but have start a whole new agreement this year. ○ This is happening in the background, just keeping everyone in the loop. ● STS Database work in 2022 <ul style="list-style-type: none"> ○ Look at getting more information out to trappers ○ i.e. monthly meetings/office hours ○ ESRI forced some changes faster than wanted. ● Additional R9 support to STS <ul style="list-style-type: none"> ○ Why not have additional support in the NE area to help with STS. ○ Build some redundancy and continuity into the process to have backup. ○ Has been approached and conversations are being had. ○ Funding is the key. ○ Right now there is possible movement across regions to offer support on programs that cross in the interim. ● Potential cooperation from a South Carolina agency in STS <ul style="list-style-type: none"> ○ Letter is prepared should the program move closer to SC and will move it to Joy Goforth (NC). <ul style="list-style-type: none"> ▪ Joy Goforth (NC) mentioned to Steve Long (SC) about STS and he was unsure of what STS was. She is getting him up to speed!
13. 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 12:21p ● Meeting for March will be rescheduled for March 9, 2022

2022 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 5, 2022	Microsoft Teams Call	Held
February 8-9, 2022	Annual Face-to-Face Meeting	Held (held virtually due to COVID)
March 9, 2022	Microsoft Teams Call	Pending (rescheduled from March 2, 2022)



April 6, 2022	Microsoft Teams Call	Pending
May 4, 2022	Microsoft Teams Call	Pending
June 1, 2022	Microsoft Teams Call	Pending
July 6, 2022	Microsoft Teams Call	Pending
August 3, 2022	Microsoft Teams Call	Pending
September 7, 2022	Microsoft Teams Call	Pending
October 5, 2022	Microsoft Teams Call	Pending
November 2, 2022	Microsoft Teams Call	Pending
December 7, 2022	Microsoft Teams Call	Pending

The foregoing motions and actions, by unanimous consent are to have full force and effect as of February 9, 2022, unless otherwise indicated by the Board.

Carl Harper, Secretary