



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
March 9, 2022	Minutes Approved: April 6, 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 09-MAR-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 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 checked="" 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 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"/> 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
11:00a	Call to order: Roll call Call for additional discussion items Approval of minutes	Kimberly Thielen Cremers Carl Harper/Tom Coleman Kimberly Thielen Cremers Kimberly Thielen Cremers
	Grant and budget spreadsheets	Georgia Brock/Tom Coleman



	STS Update: Foundation grant (detailed budget), Gypcheck, indirect costs, name change roll out	Tom Coleman
	Miscellaneous business	Kimberly Thielen Cremers /All
	Adjournment	

Status Update of Grant Agreements and Action Items

2021-22 APHIS Regulatory Grant Info as of 16-FEB-22

2021-22 Regulatory Grant	Awarded	Disbursed	Pending	Deobligated	Balance
Illinois	\$22,600.00	\$22,600.00	\$0.00	\$0.00	\$0.00
Minnesota	\$50,000.00	\$8,522.45	\$0.00	\$0.00	\$41,477.55
West Virginia	\$30,000.00	\$19,958.36	\$0.00	\$0.00	\$10,041.64
Wisconsin	\$40,400.00	\$39,698.53	\$0.00	\$0.00	\$701.47
Total Regulatory	\$143,000.00	\$90,779.34	\$0.00	\$0.00	\$52,220.66

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 16-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	\$34,869.00	\$0.00	\$0.00
Indiana STS	\$197,568.00	\$0.00	\$47,041.20	\$70,514.40	\$80,012.40
Iowa STS	\$80,390.00	\$0.00	\$74,780.22	\$0.00	\$5,609.78
Kentucky STS	\$44,000.00	\$0.00	\$21,499.15	\$2,381.21	\$20,119.64
Michigan - Calibration fly-in	\$9,000.00	\$0.00	\$9,000.00	\$0.00	\$0.00
Minnesota STS	\$650,880.00	\$0.00	\$526,153.27	\$0.00	\$124,726.73
North Carolina STS	\$107,473.00	\$0.00	\$50,594.57	\$0.00	\$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	\$431,404.59	\$0.00	\$244,352.41
West Virginia STS	\$323,910.00	\$0.00	\$196,269.61	\$0.00	\$127,640.39
Wisconsin STS	\$681,716.00	\$0.00	\$532,502.45	\$0.00	\$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	\$2,268,107.70	\$72,895.61	\$996,177.69



Total Funds in Grant	\$4,768,007.00				
Subtotal Disbursed/Pending in subgrants	\$2,341,003.31				
Subtotal Foundation Expenses	\$495,557.28				
Total Spent	\$2,836,560.59				
Balance	\$1,931,446.41				
Obligated but not Spent	\$2,168,446.41				
Item		Assigned to		Due Date	
2021 STS Trapping and Treatment Grant Reports					
Annual FSR (1/1/21 – 12/31/21)		All receiving funds		4/29/2022	
Annual Performance Report (1/1/21 – 12/31/21)				4/29/2022	
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 16-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		
Annual FSR	(1/1/20 – 12/31/20)	4/29/2021
Annual Performance Report	(1/1/20 – 12/31/20)	4/29/2021
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 07-MAR-22		
Item	Assigned to	Due Date
STS Foundation Board Desk Guide Action: Will review at next meeting for final approval after Anthony Man Son Hing's review of the APHIS language.	The STS Foundation Board	April 2022
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.	The STS Foundation Board	In Progress
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	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 11:03AM by President Kimberly (NC)
2. Roll call	<ul style="list-style-type: none"> Tom Coleman (FS) 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"> February 8-9, 2022 Annual Board Minutes <ul style="list-style-type: none"> Phil (IN) moves to accept, Tivon (IA) seconds. Motion passes
4. Grant and budget spreadsheets (02162022 spreadsheet_final official.xlsx, STS 2022 Budget (2-28-22).xlsx)	<ul style="list-style-type: none"> Grant Spreadsheet <ul style="list-style-type: none"> 2021-2022 Regulatory <ul style="list-style-type: none"> All funds have been dispersed 2022-2023 Regulatory <ul style="list-style-type: none"> Need budget/workplan from MN and IL Discussion



	<ul style="list-style-type: none"> • Any changes to funding? <ul style="list-style-type: none"> ○ Anthony Man-Son-Hing said that it is that same funding (\$143,000); WV, WI, IL all flat funding requested • Discuss APHIS funding at annual board meeting. ○ 2021 STS Grant <ul style="list-style-type: none"> ▪ All money requested from the states has now been sent out. ▪ Deobligations not occurring until June ○ 2022 STS Budget <ul style="list-style-type: none"> ▪ Still don't have a federal budget. Modification submitted to the FS for approximately half of the Foundation's 2022 funds. This is due to the continuing resolution (CR). May have a budget possibly by the end of the week? CR allows for ½ the funds for the current agreement. ▪ If a state needs funds immediately they can submit now for consideration or wait until April or submit your letter. <ul style="list-style-type: none"> • It would be either two awards from the foundation or wait until full funding. Decision is on the states. ▪ Forest Service doesn't do pre-awards. New grant package has to be approved. ▪ VA – Gypcheck 1st week of April. If you need your funding sooner than later, submit your needs now.
<p>5. STS Update: Foundation grant (detailed budget FY2022 modification 7 for GM STS detailed budget (2-22-22).xlsx), Gypcheck, indirect costs, name change roll out</p>	<ul style="list-style-type: none"> • STS Update: <ul style="list-style-type: none"> ○ STS analyst - Tom Coleman (FS) <ul style="list-style-type: none"> ▪ Fill the vacancy left by Jon Walter, Tom has been talking with Sandy Liebhold about this position ▪ Alexi Sharov and Patrick Tobin held this position ▪ There may be the opportunity to split the funding for this position with FS Research, NRS ▪ Could be 50K a year from STS and this post-doc position could be funded through a university partner, 1-2 years ▪ Position focus: <ul style="list-style-type: none"> • Optimize the DA: <ul style="list-style-type: none"> ○ This would involve fitting a simple but quasi-mechanistic model using historical trap data and then using that to "play games" with tweaks to the DA - something that we've never done. ○ It could potentially have considerable benefit in both reducing program costs while increasing effectiveness. ○ Doing this would be a large undertaking - might take 1-2 years for a postdoc to get meaningful results. Of course, they could simultaneously be working on smaller problems to support the program too.



- Tom Coleman (FS) typically carves out 70K from the budget for research, but most is unused and directed to the racemic disparelure purchase or mating disruption treatment costs
- Think about this or vote?
 - Wait to hear from what Sandy says
- Discussion:
 - Phil Marshall (IN) suggested we get an economic analysis done. NCSU did the last analysis that is projected through 2026. Tom Coleman (FS) agrees it needs to be updated but should be separate work from the analyst position.
 - Tom Coleman (FS) would like to get this addressed before Sandy retires.
 - Mannin Dodd (VT) is supportive of the work from the Database side
- Gypcheck - Tom Coleman (FS)
 - Tom Coleman (FS) found an old 2017 contract for Gypchek from Sylvar that none of us knew about.
 - Only used Sylvar for one year of production (sole source contract) and the contract has expired.
 - Company (Sylvar) that produced last batch of Gypchek has changed names to Andermatt, they can still produce Gypchek
 - FS has talked with APHIS (FPML Lab) and about rearing and then FS would process the caterpillars, FS/APHIS would need new lab equipment/techs/etc. Key positions are missing (Insect Pathologists)
 - John Kyhl is looking at the facility to see where it is and they are looking at trying to build the supply of product. Now is the time.
 - David Gianino (VA): Have to get a new contract?
 - Yes, others have been approached to see if they could produce this. Only Sylvar is willing. It will be more in cost but how much? Not sure at this point.
 - Phil Marshall (IN): Do we need to look at using this for more operational use to help keep the production steady?
 - Tom Coleman (FS) wants to see what the limits are on using the product so that we can build the data.
 - Phil Marshall (IN) said that IN would look further out in the action zone to apply Gypcheck to begin with until data says it can do otherwise.
- Indirect costs - Tom Coleman (FS)
 - Georgia and Tom have reviewed the indirect costs policy set by the Foundation. All states are following guidance now of 15% indirect costs



- It doesn't seem like all the states are taking advantage of this.
- For states with >15% negotiated indirect rates, states can carryover the unclaimed funds as state indirect costs. I'm not sure many are capturing these funds.
- These unclaimed funds (~\$350K) could match another ~\$1,000,000 in federal funds (if the funding comes available)
- Phil Marshall (IN), if we have this difference in overmatch it can help with states that aren't able to match.
- Trap orders - Tom Coleman (FS)
 - Initial orders are coming in, any issues let Tom know APHIS has been sending out trap orders. Tom wasn't aware it had started yet.
- Calibration Fly-in - Tom Coleman (FS)
 - March 30th 800am in Ovid, MI
 - Tom plans to attend
- Jeff Mai's replacement - Tom Coleman (FS)
 - Crytsal Tischler (USFS, Southwestern Region) is the temporary replacement in place at least through June?
- Program name change - Tom Coleman (FS)
 - Name change to spongy moth is official and ESA has put out some guidance on how to transition to the new name.
 - How are states looking to remove "gypsy moth" from the name"
 - What about the potential program name change for:
 - National Slow the Spread Program,
 - National Spongy Moth Slow the Spread Program,
 - National *Lymantria dispar* Slow the Spread Program
 - Do we follow trend with other management groups like National Gypsy Moth Management Board and their Annual Gypsy Moth Review, etc. to see how they are going to transition and to what name?
 - Discussion:
 - Phil Marshall (IN) encourages using the ESA documentation for guidance to keep consistent. It will be a slow.
 - Dave Adkins (OH) is using Lymantria and not using spongy moth
 - Kimberly Thielen Cremers (MN) is still using GM/Lymantria but will start transitioning at the end of the season because they don't want to change during this season. They plan to slowly transition because they want to diminish the current printed material that have the gypsy moth language. In 2023, plan to use language like "gypsy moth, now



	<p>known as spongy moth” or “spongy moth, formerly known as gypsy moth”</p> <ul style="list-style-type: none"> • David Gianino (VA) is doing similar to MN and taking it slow so that the public can be educated. But encourages us to be consistent with other programs • Scott Schirmer (IL) is going to use Lymantria at this time. • Tim Brown (WV) just dropped the gypsy moth name but not using the spongy moth yet. Just going with Lymantria and Slow The Spread Program. • Tom Coleman (FS) asked about AGMR and how is NGMMB progressing with this name change. <ul style="list-style-type: none"> ○ It is still in conversation at this time. • How about STS Foundation board? <ul style="list-style-type: none"> ○ Still navigating that as well. • Tom Coleman (FS) suggested to talk again next month to see how others are looking at the new common name usage. • Again, the goal is to try to stay consistent; stay as a unified group. • Tom Coleman (FS) suggested checking out the ESA site for the transition process.
<p>6. Miscellaneous business</p>	<ul style="list-style-type: none"> • Audit committee report - Phil Marshall (IN) <ul style="list-style-type: none"> ○ As per guidance from the auditors, the audit committee will plan to review monthly expenses. ○ The Audit Committee reviewed Foundation’s February expenses <ul style="list-style-type: none"> ▪ All looks appropriate. ○ Need to be added as a regular agenda item in the monthly call to hear from Audit Committee (Budget items) • Desk guide - Chris Foelker (WI) <ul style="list-style-type: none"> ○ Auditors suggested some edits and the desk guide was updated and sent out to the board for review. To add “Revised and approved [Month], [Day], [Year]” ○ Discussion: <ul style="list-style-type: none"> ▪ Kimberly Thielen Cremers (MN): Monitoring question around the SAMS section. Does subaward monitoring in SAMS apply to everyone? Response Coleman, it is across the board. Don’t know if it has ever happened within states. ▪ Kimberly Thielen Cremers (MN): We have 2 federal funds (APHIS and FS). We identify FS but should there be



	<p>identification of APHIS in the desk guide since we get funds from APHIS.</p> <ul style="list-style-type: none"> • Anthony Man Son Hing (APHIS) believes it is worth doing. He will look at the language and offer suggestion for language regarding the APHIS portion. <ul style="list-style-type: none"> ▪ Going to accept desk guide with the current changes and add “Draft March 9, 2022” ▪ Action Item: Will review at next meeting for final approval after Anthony’s review • Rising fuel cost concerns - Tim Brown (WV) <ul style="list-style-type: none"> ○ For travel reimbursement, WV reimburses at federal rate. May have issues with labor or spend more on fuel. Anything we can do at the Foundation level? The concern is the project implementation and completion. Depends on how quickly the federal government changes the federal mileage rate. ○ Nancy Johnson (IL) said that 2 of their trappers have dropped out due to the rising cost of fuel. ○ It is a concern we need to be aware of. • Nathan Hoover leaving TN Division of Forestry <ul style="list-style-type: none"> ○ Tom Coleman (FS) mentioned that Nathan Hoover at TDF is leaving for a new job. ○ Carl Harper (KY) found an email Nathan sent out regarding his departure from TDF (below is an extract from his email): <ul style="list-style-type: none"> ▪ From: Nathan Hoover Sent: Friday, February 18, 2022 1:39 PM Subject: Nathan Hoover (Tennessee Division of Forestry)- Exit Email Friends and colleagues, I have accepted another position and will be leaving my post with the Tennessee Division of Forestry. My last day with the division will be on March 11th. I’ve accepted another position with the Forest Service as the grants manager over the Great American Outdoor Act. It has been an honor to work with you all to serve the land and people of this great state over my six-year tenure. Over this time, I’ve only grown to respect the passion and skill of the folks I get to work with more and more. Hopefully, our paths will cross again.
7. 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 12:44p



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	Held (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 March 9, 2022, unless otherwise indicated by the Board.

Carl Harper, Secretary