



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

February 6, 2003

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

President Esther Chapman called the meeting to order and asked Secretary Charlie Coffman to call the roll.

BOARD MEMBERS

Esther Chapman, Wisconsin, President	present
Gene Cross, North Carolina, Vice-president	present
Charlie Coffman, West Virginia, Secretary	present
Bob Waltz, Indiana	present
Scott Frank, Illinois	present
Ken Rauscher, Michigan	present
Frank Fulgham, Virginia	present

OTHERS PARTICIPATING IN THE MEETING

Bill Pound, Ohio
Carl Harper, Kentucky
Mark Cinnamon, Illinois
Geir Friisoe, Minnesota
Philip Bell and Weyman Fussell, USDA-APHIS-PPQ
Donna Leonard and Mike Connor, USDA Forest Service
Amos Ziegler and Michelle Carlson, Michigan State Univ.
Ed Holloman, Southeastern Association Services

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

Election of Officers

The current slate of officers was reelected unanimously. For 2003 the officers will be

President	Esther Chapman
Vice-President and Treasurer	Gene Cross
Secretary	Charlie Coffman

Approval of the Minutes

The minutes of the Gypsy Moth Slow the Spread Foundation Board of Directors' September 10, 2002 conference call were approved and ratified by unanimous vote and shall be filed in the Minute Book. Approval and ratification of the January 21 conference call minutes was deferred until the next conference call.

Audit

Gene Cross distributed the draft audit report prepared by our accounting firm (Cherry, Bekaert & Holland) and pointed out several discrepancies. Gene will work with the accountants to finalize the audit report prior to the next conference call and asked the group to submit comments within two weeks.

2003 Regulatory Grant

Gene Cross commented on the problems that have occurred as a result of APHIS' attempt to convert the grant from a fiscal-year to calendar-year period. The Letter of Cost Incurrence (LOCI) from APHIS covers the grant for expenditures up to 35.6% of the total through February 7. The grant will be funded in full when the federal budget is finalized later this month.

Currently the APHIS grant requires quarterly financial status reports (FSRs). A motion to change the reporting requirements on the APHIS grant to semi-annual FSR's and annual narrative progress reports passed unanimously. Gene and Philip Bell will take care of implementing this change.

2002 Accomplishments

The draft accomplishment report was handed out and reviewed. Comments from the meeting (the recommendation was made to add the APHIS logo to the report's header) and written comments received by February 14 will be incorporated and the final report will be distributed prior to the next conference call. Discussion of some items not specifically covered in the accomplishment report included:

1. Administrative costs are all included under the cost of trapping, not treatment.
2. Treatment costs include the cost of product and contracts to aerially apply the material.
3. Forest Service law enforcement officers provided 24-hour security on the 2002 flake application contract at a total cost of about \$25,000
4. Use of the Foundation to manage STS is beginning to pay off. Purchasing has been streamlined and federal funding is used more efficiently. The Board agreed that these benefits outweigh the extra work involved.

Draft Work Plan for 2003

The draft work plan was distributed and discussed. Highlights include:

1. Population trends and spread rates look good everywhere except in the state of Wisconsin. The Technical Committee is concerned about the apparent high rate of spread in Wisconsin and plans to devote considerable resources to this problem.
2. Proposed trapping will remain fairly stable when compared to past years.
3. Proposed treatments are up slightly from 2002 (total of about 655,000 acres) and include two Dimilin blocks (about 850 acres) in Ohio that are not reflected in the work plan. These blocks will be treated as part of the suppression project in Ohio.

4. The Forest Service will award a 3-year contract for the application of pheromone flakes and will continue to provide law enforcement officers for security on the project.
5. We have requested \$2 million in supplemental funding for STS in FY 2003.
6. Two budgets have been formulated: one at \$10 million federal funding and the second at \$8 million federal funding. Both include a total of approximately \$2.5 million in state matching funds. Final detailed state budgets and narratives (not the full 424 packages) are due to Donna Leonard and Ed Holloman by February 24. At that point we can finalize the budget, the Foundation can apply to the Forest Service for the FY 2003 grant and the final Requests for Financial Assistance (424 packages) from the states can be submitted to the Foundation for funding in April.
7. States should check to see what balances are left in their 2002 grants from the Foundation. These offsets can either be returned to the Foundation where they will be used to purchase mating disruption supplies or they can be drawn down by the states to cover the cost of initial work in 2003.
8. This is the second year that we have needed extra federal funding to implement the project. Perhaps it is time to launch a formal effort to increase the base funding for STS to \$10 million.

A motion was made to accept the draft work plan and budget and passed unanimously.

STS Regulatory Component

The APHIS guidelines for the regulatory component of STS that were drafted in 1998 were distributed. APHIS is in the process of updating their manual for gypsy moth activities. Both the STS regulatory component and the revised plan to trap annually in the band adjacent to STS should be reflected in the updated manual. Donna Leonard will work with APHIS to ensure that STS is accurately reflected in the APHIS manual.

The Board recommends that APHIS take a stronger lead in the oversight of implementation reporting associated with the STS regulatory component. The first step will be a regulatory meeting. Recommendations for members of a planning committee to assist APHIS in formulating the meeting objectives and agenda were made. In addition to Weyman and Phil, members include Dennis Heltzel (APHIS), Gary Gibson (WV), Stacy Chic (WI) and possibly Joe Messinio (APHIS). Folks who will be attending this meeting include:

NC: Mike Massey and Derrick Long
WV: Gary Gibson and Justin Thaxton
MI: John Diddams and John Hill
WI: Stacy Chic and John Domino
IN: Gary Simmons
IL: Paul Stevens and Mark Cinnamon
MN: Kimberly Thielen-Kremers
KY: To be named

STS Foundation Website

A very basic website for the STS Foundation is available at www.gmsts.org and managed at Michigan State University. Work is underway to bring all the STS sites under the Foundation website so there is only one place to go for information on STS. The group drafted a preliminary list of items that have priority for posting on the Foundation site, which includes contacts (the current people page at VT); archives for the Foundation bylaws, agreements and meeting notes; accomplishment reports; and administrative provisions for each of the grants. Donna will follow up and work with MSU.

Amos Ziegler introduced Michelle Carlson who has recently started working for STS. Michelle will be working on the Foundation website and also drafting various informational products for use in STS. She is in the process of updating the door hanger and drafting a general brochure.

Miscellaneous

Mike Connor reported that the state of Minnesota, which formerly printed the “Don’t move the Gypsy Moth” cards, would not do so in the future. The possibility of having the STS Foundation take over this responsibility was discussed. Each state was asked to review its need for more of these cards and report back to Mike.

Ken Rauscher distributed copies of the new “Pest Alert” on emerald ash borer and gave a brief update on the status of this new pest in Michigan.

Brief discussion took place on the federal Office of Management and Budget’s proposal to require states to cost share at a specified rate on emergency programs. In the majority of states (using Asian longhorned beetle and plum pox virus as prime examples of recent emergencies), it would be such an extreme financial hardship that the necessary work could never be accomplished.

The foregoing resolutions and actions, by unanimous consent, are to have full force and effect and are approved as of March 11, 2003.

Schedule of Conference Calls and Meetings

Conference Calls

- March 11, 10:00 a.m. – 12:00 p.m. EST
- April 8, 10:00 a.m. – 12:00 p.m. EDT
- May 13, 10:00 a.m. – 12:00 p.m. EDT
- July 8, 10:00 a.m. – 12:00 p.m. EDT
- September 9, 10:00 a.m. – 12:00 p.m. EDT
- November 18, 10:00 a.m. – 12:00 p.m. EST

2004 Annual Meeting

- February 10, in Indianapolis, IN

Charles Coffman, Secretary
STS Foundation