

Minutes – AAPSE Board Meeting
8:30AM – 6:00PM CST June 6, 2004
St. Louis, MO

Attendees: Win Hock, Amy Brown, Dean Herzfeld, Joanne Kick-Raack, Bob Wolf, Jeanne Heying, Colleen Hudak-Wise, Ed Crow, Mark Shour, Wayne Buhler, Candace Bartholomew

1. Call to Order (Hock)

The American Association of Pesticide Safety Educators Board of Directors (BOD) Meeting was called to order by President Win Hock at 8:30 a.m.

2. Minutes (Wolf)

The minutes of the 2003 AAPSE General Business Meeting in Honolulu, Hawaii were presented. Hock moved and Brown seconded that the 2003 General Business minutes be approved. Motion carried.

3. Treasurer's Report (Herzfeld)

Dean Herzfeld presented the Treasurer's report reporting a balance of \$46,542.30 the account breakdown dated 6/04/04 is as follows:

Gift Account – savings	\$1,011.72
Money Mover (checking)	9,020.43
Savings	24,808.87
PSEC Grant	5,567.46
12 month certificate	3,066.91

Herzfeld moved and Shour seconded to accept the treasurer's report. Motion carried.

Herzfeld presented the following topics for discussion:

- A. AAPSE needs to establish a fiscal year. A calendar year basis was established which coincides with membership renewal and tax preparation. A quarterly summary will be prepared from the last quarter completed for meeting reports.
- B. AAPSE needs to establish an expense reimbursement policy. Herzfeld will draft a policy and present it to the BOD via email for approval.
- C. AAPSE Professional Development Meeting financial concerns were discussed. Concern was expressed over a misunderstanding that resulted in the people attending the NCR meeting not paying an additional fee (\$75.00-members, \$100.00-non members) for the AAPSE Professional Development Meeting. There are 56 registered with 20 paid and 36 unpaid for this event. The BOD believes that those attending this meeting should have been charged the additional fee for the PD event. Shour moved and Crow seconded that

anyone attending future PD events pay the separate fee in addition to the regular conference fee. Motion passed.

- D. Concerns about lobbying and IRS issues resulted in a brief discussion of restructuring AAPSE. No action was taken.
- E. Herzfeld indicated he is working with Virginia Tech to streamline financial data management via the website.

4. Ex Officio Reports (Johnson, Heying)

A. Monte Johnson – unavailable and no report given.
B. Jeanne Heying (substituting for Kevin Keaney) provided a thorough discussion of the EPA regarding budgets, funding, and the future outlook of PESP. A handout of a PowerPoint presentation by Keaney was used to guide the discussion.

- 1. Funding:
 - a. \$1.2 million coming from EPA
 - b. No money coming from the USDA
- 2. Program and Statutory Authority.
 - a. Clarification of the funding track between EPA and USDA was provided. A funding diagram (Slide # 2 of Powerpoint) was used to illustrate.
 - b. The following terms from FIFRA Section 23 were defined:
 - i. The “shall” part is “they shall use extension services”
 - ii. The “may” part is the money, not “mandatory”
- 3. There are problems with accountability of funds from each state through USDA back to the EPA. USDA is unable to provide Heying with information on the origin of each bill (invoice) from the individual states. EPA requires that bills not be approved without this information.
- 4. PESP is being reviewed by the Office of Management and Budget. The results of the OMB review will help determine the president’s budget. Heying will share what is found in the review process.

5. President’s Report- Sent out via email dated May 19, 2004.

6. Committee Reports:

All the reports received have been prepared for web publication by Wayne Buhler and his committee and can be reviewed by the membership.

- A. **Articles and By-laws:** No action.
- B. **Auditing:** No action. The August 2003 audit approved the financial records.
- C. **Committee on Committees:** Prepared the annual report from committee chairs. A new chairperson will need to be appointed to replace Buhler for this committee. Buhler will provide a list of his duties to Hock for list-serve publication.
- D. **E-Services Committee:** BOD voted to make this committee permanent. The BOD discussed the recent decision to close the list serve to attachments to reduce the occurrence of viruses. Current decision on closing is left to web

administrator (Mike Weaver). Wolf moved, Kick-Raack seconded, that the E-Services committee should be involved in deciding to close the list serve to attachments. Motion passed. Since the E-services committee is now permanent, the BOD would like the committee to review its charge and report back to the BOD for clarification of charge. It was also suggested to appoint a special committee to revise the charge. Herzfeld, Wolf, and Hudak-Wise volunteered to serve.

- E. **Issues and Evaluations:** A special mosquito labeling I & E Committee is needed. The BOD discussed if non-members can be appointed to I & E committees? It was concluded that all I & E committee appointees must be members. However, allowances should be made for Ad Hoc members. The I & E committee chairperson can appoint non-AAPSE Ad Hoc members without voting privileges (discussion and advice only). Herzfeld moved and Brown seconded to adopt this policy for I & E committee membership. Vote passed.
- F. **Membership/Public Relations:** The committee has a revised copy of the membership brochure that will be sent to the Board for approval via email. The committee is planning to assess the characteristics of the membership prior to developing a targeted membership drive for 2005. The committee is also seeking ways to solicit and showcase member successes for publicity on a periodic basis. The BOD would like to see and approve the proposed mechanism prior to use. The committee is also investigating the idea of 'in-office' professional improvement.
- G. **Nominations and Elections:** The committee had no activity since the last election. A new committee will need to be appointed for the 2005 elections. Win will appoint the chairman and visit with Carrie Foss (current chair) and the regional reps for ideas on others to serve on the committee. The committee has suggested several changes in future N & E committee procedures. These can be reviewed in the committee reports document.
- H. **Non-English Language Materials for pesticide Safety Education:** No items for consideration.
- I. **Recognitions & Resolutions:** No report provided.
- J. **Urban IPM Education and Outreach:** Nothing to report. Committee would like further guidance from the BOD on the purpose and function of the committee. Herzfeld moved, Wolf seconded, to eliminate the committee with the option to form it as an I & E special committee at a later date if needed. Motion passed.

7. Liaison Reports:

All the reports received have been prepared for web publication by Wayne Buhler and his committee and can be reviewed by the membership.

A. **AAPCO:** Sent out via email dated June 2, 2004.

B. **CTAG:**

1. Age issue has become a hotly discussed topic regarding federal child labor laws. BOD discussed if AAPSE should establish a procedure to get this issue before the membership? It was decided to defer discussion until a later date

- (conference call). Buhler will send or make available for review the Process (details how CTAG selects an issue) & Tracking (tracks all past and ongoing efforts) issue papers. Hock will email us for comments (details on page p.7 of Committee and Liaison Report). Comments due to Win by July 1, 2004.
2. Herzfeld has been appointed as a new member replacing Patrick O'Connor-Marer. Andrew Thostenson has been elected as the new AAPSE representative to CTAG.
 3. The BOD asked Hock to develop a statement from the BOD to encourage CTAG to address the PSEP funding issue. In this statement he should provide information about the significance of reduced funding and the impact on Certification and Training.
 4. More details from the CTAG report can be reviewed in the published committee and liaison report.
- C. **Endangered Species:**
The BOD would like to keep this liaison group in tack and suggested that they contact Mary Powell with the EPA to establish a line of communication for future reference.
- D. **International Harmonization and Classifications of Pesticides:**
The BOD is advised that implementation of this process will result in substantial label changes and thus will impact current training material. This will also result in retraining of all applicators. AASPE members will need to do this training.
- E. **National Pesticide Stewardship Alliance:**
Review report on p.12 for issues presented. No actions necessary.
- F. **Pesticides & Environmental Stewardship Program (PESP):**
Heying is stepping down as the liaison to this group. BOD suggested contact Sherry Glick with EPA. Win agreed to contact Sherry Glick to set up the new liaison.
- G. **Pesticides & National Strategies for Health Care Providers:**
1. Several handouts were provided by Brown.
 2. A position statement prepared by the National Environmental Education & Training Foundation (NEETF) was presented for endorsement by the BOD. The document contained a list of current groups endorsing and a list of references. Crow moved and Shour seconded to endorse the position statement. Motion passed.
 3. Brown also reported the following action items from her group:
 - a. Letter was sent to medical and nursing schools stressing the importance of including recognition and treatment of pesticide exposure symptoms in curriculums.
 - b. Encourages AAPSE members and other trainers to include exposure and symptom recognition into applicator training.
 - c. Encourages AAPSE members to be prepared to serve as resources on pesticide information for health care providers.
- H. **States FIFRA Issues Research & Evaluation Group:** No items to act on.
- I. **SFIREG Policy, Operations, & Management (POM)**
Label changes may require extra training by applicators to purchase and/or use products such as Grazon, methyl bromide, etc. Jim Criswell presented the

following question to the BOD. How do C&T programs handle these required education programs outside of their normal C&T programming? The BOD suggested he develop a position statement to present to the board for consideration.

- J. **SFIREG Water Quality & Pesticide Disposal:** No report. Win will request a report from Rich Pope.

8. Additional Items:

- A. **Improving trainer skills as suggested by CTAG:** The BOD reviewed and discussed a list of 7 items sent via email (**not sure of date**). BOD suggested Win should construct a response based on board's comments.
- B. **International Drift Conference:** An official request to financially support the International Drift Conference was received.
 1. BOD discussed the development of a policy for deciding when to financially support this and future requests.
 2. Approach for this request. Provide dollar support with return of educational/training materials to AAPSE membership.
 3. Brown moved and seconded by Kick-Raack to provide \$1000.00 in support in return for a CD of all papers and presentations (160 CD's). Motion passed. AAPSE will ship and pay the expense of getting the finished CD to the members. Vote passed.
 4. Brown moved for a moratorium on accepting requests for support until an AAPSE Financial Plan is in place. Hudak-Wise seconded. Vote passed.
- C. **Ad Hoc I & E Committee:** A need was expressed to form a new I&E committee to review recommendations on pesticide product labels which reference Extension or SLA's as contacts for additional information. BOD decided not to create a special committee for this issue.
- D. **Journal of Pesticide Safety Education:** Journal is going well.
- E. **Professional Development Event at NCR Meeting:** Refer to comments and policy considerations from section 3C of minutes.
- F. **EPA National Pesticide Applicator Core Manual:** Manual mock up shown to BOD. Text and images are currently in copy edit and will be available soon. Concern was expressed about who will act as the repository for electronic version of this manual. BOD suggested that consideration should be given to a university. BOD expresses congratulations to editors on completion of the project.
- G. **Consideration for AAPSE to become a sitting board member of CAST.** Shour moved and Brown seconded that AAPSE apply for consideration for full society membership with CAST and that we do this on a 1-year trial basis. Motion passed. Wolf will look into application requirements and let Dean know the yearly membership fee. BOD has agreed that Wolf would be considered as the attending member.
- H. **EPA Magnets:** Various pesticide safety magnets available from EPA were displayed. These are available from EPA by contacting Chris Gillis. Her email is gillis.chris@epa.gov. Heying agreed to have Chris provide an announcement regarding the availability of the magnets to be posted on the list serve.

9. Future Meetings

1. SRPSEP- June
2. NEPSEP – October

10. Hock adjourned the meeting at 5:55pm.