

**American Association of Pesticide Safety Educators  
Minutes of the Board of Directors Meeting**

Ala Moana Hotel  
August, 10, 2003  
Honolulu, Hawaii

**1. Call to Order (Brown)**

The meeting was called to order by President Amy Brown at 8:00 a.m. Ground rules and meeting guidelines were discussed. Reference was made to the Committee and Liaison reports as previously distributed by email. Executive Committee members are asked to discuss issues and topics first. Then, others in attendance are welcome to participate. Larry Schulze, as past Secretary, has agreed to take the Board of Directors minutes in the absence of Bob Bellinger. Bob Wolf, incoming Secretary, will take AAPSE General Business meeting minutes on Thursday, August 14, 2003.

**2. Minutes**

No minutes of the last Board of Director's meeting were available for approval.

**3. Treasurer's Report (Ramsay)**

A separate account (Gift Savings Account) has been established to receive and hold donations. These monies will be maintained separately from other accounts (operational checking account, savings account). AAPSE is now fully and officially organized as a 501(3)(c) non-profit corporation. Our cash balance is \$45,703.44. At this point, 173 paid AAPSE members are on record. A budget was presented for the next year. A motion was made to approve the budget. Seconded. Passed.

**4. President's Report (Brown)**

Amy Brown addressed the group and summarized major accomplishments of AAPSE during the past two years.

The first round of electronic voting of AAPSE officers has been successfully completed.

AAPSE membership pins are now available and will be distributed to members during this week.

Ties between AAPSE and the Environmental Protection Agency continue to be strengthened. Brown thanked AAPSE members that have served as liaisons to various organizations.

EPA pass-through funds. AAPSE has played a big role in discussions on this issue, the determination of the financial status of these funds in each state, and the potential impact of PSEP. AAPSE moved very quickly on this issue. It was represented and actively participated in the first budget

discussion between USDA and EPA. AAPSE Board of Directors made contact with the PSEP coordinators in each state. Brown recognized the excellent support of her Executive Committee colleagues - - Norm Nesheim, Win Hock, and Carol Ramsay.

## **5. Reports from Ex-Officio Members**

EPA Pesticide Safety Programs - Kevin Keaney, EPA. Pesticide Safety Education Programs are specifically mentioned in EPA as a component of national security and safety. A validated core exam with manual is important for EPA.

The EPA pass-through funding issue has been most disruptive in nature. EPA needed to make up \$3-\$4 million in their shortfall of discretionary monies from last year's budget. Very little maneuverability with EPA was allowed. About \$2.0 million in cuts were absorbed by Keaney's division. A review of EPA budgets revealed two items:

\$350,000 were discovered remaining in older cooperative agreement accounts

The current cooperative agreement account contained two full years of funding (2 years @ \$1.88 million per year).

As a result, EPA decided not to fund the FY03 pass-through dollars. In recent years, EPA has become under greater scrutiny on how they have managed grants and cooperative agreements. EPA is now gaining a greater picture of potential impact of these cuts on PSEP.

Keaney has designated two people from his branch to work with each of the USDA regions on this funding issue. A new method of fund distribution will occur for dollars to get to the states. Breakout sessions at this week's workshop will occur to address this topic and to solicit input on FY03 dollars. A new way of pursuing business will occur. One cannot assume FY04 dollars will go through the system in the same manner as before.

Anne Lindsay, EPA, then addressed the Board of Directors. EPA is planning on canceling or postponing some EPA projects to help obtain dollars for FY03 pass-through funds for PSEP. FY03 funding will not be at full levels. It's expected that FY04 dollars will be "whole funding."

Monte Johnson, USDA, asked if there will be any change in "conditions." Keaney indicated that there will be changes in the routing of disbursements to the states.

Brown noted that the AAPSE survey among PSEP coordinators discovered that about 14 state universities have already spent FY03 dollars in advance.

USDA Pesticide Safety Education Program - Monte Johnson, USDA. The Performance Planning and Reporting System (PPRS) is now fully in action.

Changes will occur in the wording of objectives. There will be an emphasis on promoting safety measures and less in numbers of participating pesticide applicators because of declining numbers of farms and farmers. Consideration is being given to including a budget form within PPRS.

An USDA Pesticide Safety Education Program annual report has been completed. It's been distributed to PSEP coordinators, Cooperative Extension directors, and to EPA.

A PSEP Funding Formula committee has been formed and it has made some suggestions on a revised formula for the funding of PSEP in each state.

Spray Table Project. Bob Wolf, Kansas State University, will arrange for the spray tables to be assembled. Mike Fitzner, USDA, has set aside \$25,000 for the project. About 25 states originally indicated they can / would use the spray tables in pesticide education activities.

A new CSREES web site design will debut in late 2003 or early 2004.

Johnson thanked AAPSE for their assistance and cooperation in the pass-through funding issue.

## **6. Pesticide Safety Education Program (PSEP) Funding Discussion (Brown)**

Brown stated that PSEP coordinators have submitted program impacts. She encouraged Johnson (USDA) to collate / compile this information on a national basis. Andrew Thostenson and Brown encouraged Johnson to maintain an up-to-date database of PSEP budget contacts at land-grant universities.

Keaney - It's important now to raise the issue of USDA participating in PSEP funding.  
Brown - These conversations have occurred.

Lindsay - EPA probably will not have pass-through funding ear marked in budgets.

Ramsay - The importance of a fast transfer of EPA pass-through dollars to the states is emphasized to support the 14 states that have already spent FY03 dollars in advance and to cover FY04 funding needs.

Brown - It's very important that EPA and USDA inform state Cooperative Extension directors ASAP within the next two weeks.

Keaney - EPA will send email to extension directors as soon as he returns to his office.

Joanne Kick-Raack - The pass-through dollars are really "seed" monies that help maintain the existence of in-kind dollars at universities that support extension educators and specialists. Any potential loss of EPA's pass-through funds jeopardizes the in-kind contributions.

Elmo Collum - Mississippi State University's PSEP is shutting down in three weeks.

Seng Helso (representing ECOP on PSEP) - Extension directors will expect to hear by September 1, 2003 about the status of PSEP funds. They will initiate contingency plans for funding within their respective extension services.

Brad Reins (USDA) - EPA receives a 4 to 1 leveraging benefit with their pass-through dollars. PSEP funds have no indirect costs. PSEP is USDA's only program with no indirect costs.

Thostenson - This funding situation can be summarized into three primary issues:  
Patch the hole to aide the 14 states that have already spent pass-through dollars in advance.

Arrange for a seamless transaction to pass-through the FY03 funds, inform Cooperative Extension directors.

Plan to prevent such budget crises in the future.

Keaney - Locating \$1.88 million for FY03 will not occur. Perhaps, about \$840,000 can be located for use by PSEP.

Ramsay - \$500,000 are needed ASAP to cover the 14 states' needs.

Thostenson - AAPSE can contact AAPSE regional directors, get assessment and guidance, and forward same to EPA.

Helso - Suggests information from AAPSE also be sent to extension directors at the same time.

Brown - A option to consider is to contact the 14 states by survey and ask if you don't get the FY03 patch, can the \$840,000 be applied to their FY03 funds? Would this be OK?

Ramsay moved that AAPSE recommend the currently available EPA and USDA funds be combined and subsequently distributed via an interagency agreement with the added specified conditions with the existing formula and that FY04 funds be distributed under specified conditions in an IAG as soon as possible. Kerry Richards seconded.

Richards moved to amend the motion adding that EPA and USDA communicate this funding process to extension directors within two weeks. Colleen Hudak seconded. Amendment passed. Motion as amended passed.

## **7. Committee Reports and Items for Discussion (Brown)**

Brown referred the Board of Directors to the previously distributed Committee and Liaison Reports as assembled by Wayne Buhler.

Articles and By-Laws Committee. A discussion was held on contingency plans for vacancies in AAPSE officer / liaison / committee chair positions.

Auditing Committee. No issues were identified in their report. Brown indicated a system for auditing should be discussed. Ramsay emphasized the importance that if AAPSE receives more than \$25,000 in any one year, AAPSE must submit tax forms to the IRS for that year. Ramsay will officially transfer the Treasurer's books to Dean Herzfeld this week.

E-Services Committee. Schulze presented two issues for discussion:

A draft AAPSE Internet Link Policy has been prepared and forwarded to the AAPSE Executive Committee for review / action.

The committee recommends that the AAPSE Committee on Committees be

responsible for the maintenance of the "AAPSE Committee" web files and links at <http://www.vtpp.vt.edu:8080/aapsecomselect.html>.

Ramsay moved to adopt both E-Services Committee recommendations.

Richards seconded. Motion carried.

Issues and Evaluations Committee. Brown and Win Hock have discussed the need to form an Issues and Evaluations PSEP Funding Committee.

Membership / Public Relations Committee. No action issues were identified. A discussion highlighted the need for the AAPSE Treasurer to set on this committee. Hock - Ramsay is now the co-chair of the Membership / Public Relations Committee.

Nominations and Elections Committee. Carrie Foss reviewed the electronic voting procedure that had taken place for the first time this year. The Committee suggested that a committee member's web site be used to run the election rather than through the AAPSE secretary's website. It may be useful to allow three weeks, rather than two weeks, for the membership to participate in the election process.

Non-English Language Materials for Pesticide Safety Education Committee. Committee members have gathered information on language trends, pesticide safety terminology, and resources that might be of interest to other AAPSE members. Once finalized, the committee will make this information readily available to others.

Recognitions and Resolutions Committee. Sandra McDonald noted there is a question as to whether awards should be biennial or annual. Discussion followed. The Board of Directors recommends awards be awarded annually and that all awards be recognized biannually at AAPSE General Business meetings. The number of awards per category are to be two per year, but may be greater if determined as needed.

Urban IPM Education and Outreach Committee. The Board of Directors raised the question about the need for this committee. Did it have an original purpose to monitor federal legislation on IPM? The consensus was to continue the committee with emphasis on monitoring any federal legislation on IPM.

The Board of Directors meeting was recessed at 12:05 p.m. for lunch. The meeting reconvened at 1:30 p.m.

## **8. Liaison Reports and Items for Discussion**

Association of American Pesticide Control Officials (AAPCO). Ramsay is AAPSE's representative to CTAG.

Global Harmonization Systems and Classification of Hazardous Materials. This is the correct name of this multi-country activity.

Pesticides and Environmental Stewardship Program (PESP). A liaison is needed from AAPSE for PESP. The liaison is appointed by EPA.

Pesticides and National Strategies for Health Care Providers. Brown distributed a three-point proposal for consideration:

AAPSE prepare a letter of support stressing the importance of including

recognition and treatment of pesticide exposure symptoms into existing curricula for medical and nursing students.

Encourage AAPSE members and other trainers to include exposure and symptom recognition into applicator training, stressing the importance of applicators communicating appropriate and complete information when seeking treatment for illness.

Encourage AAPSE members to be prepared to serve as resources on pesticide information for health care providers.

Thostenson moved that AAPSE adopt these three points. Ramsay seconded. Motion carried.

SFIREG Policy, Operations, and Management (POM). Jim Criswell raised the issue about multiple restricted entry intervals (REIs) on pesticide labels and incomplete labeling for greenhouse uses. The Board of Directors supports multiple REIs on pesticide labels as based on work activities or crop growth stage on a specific crop. AAPSE encourages EPA to make sure label language is standardized where applicable and practical.

National Pesticide Stewardship Alliance (NPSA). Pat Hipkins related that NPSA would desire a stronger relationship with AAPSE. AAPSE's constitution and By-Laws do not allow AAPSE to join NPSA. AAPSE Board of Directors would prefer to have our liaison serve as an ex-officio board member on the NPSA board.

The AAPSE Board of Directors meeting was recessed at 2:25 p.m. It was reconvened at 2:40 p.m.

Competency Standards for Pesticide Safety Educators (CTAG subgroup). A discussion was held on the qualifications and competency of PSEP trainers. Brown indicated she believes an AAPSE Board of Directors member should serve as a representative on this CTAG subgroup.

Journal of Pesticide Safety Education. Mike Weaver presented a summary of activities. The Journal is in the fifth year of publication and has successfully published a volume in each of those years. The Journal has a new web address of "<http://jpse.org>" and a new email address of "[editor@jpse.org](mailto:editor@jpse.org)". The Journal's web site will soon be moved from a server at Virginia Tech's University Library to the AAPSE server which will increase the ease of maintenance and how it looks. A tracking sheet is in use to track the status of the review / editing process for submitted publication drafts. AAPSE members are reminded of the importance to follow publication guidelines. The JPSE editorial board will meet on Wednesday, August 12, 2003 during the workshop.

Professional Development Meeting in 2004. Mark Shour solicited suggestions for topics to be considered for the 2004 AAPSE Professional Development Workshop and distributed a summary. The Board encouraged Shour to offer the suggested topics to the AAPSE membership, solicit their preferences, and summarize their choices for possible incorporation into the Professional Development Meeting.

Strategic Planning. Discussion was held concerning the Plan. Is it still relevant? Are there any omissions? Hock to monitor AAPSE's role in the Plan.

## **9. Additional Items of Discussion**

The Environmental Protection Agency has recently produced a poster on pesticide storage. It is of poor quality and portrays confusion and inaccurate practices. AAPSE may encourage EPA to review the poster and offer alternatives to incorporate into a future revision.

Because Hock is the incoming AAPSE President, he is stepping down as the Pesticide Program Dialogue Committee (PPDC) liaison and AAPSE will suggest names to be a replacement. The PPDC will meet at the North Central Region Pesticide Education and Certification Workshop, June 6-9, 2004, at the Radisson Hotel in St. Louis, MO.

Nesheim moved to adjourn the Board of Directors meeting. Richards seconded. Motion carried, meeting adjourned.

Respectfully submitted,  
Larry Schulze  
Acting Secretary  
Secretary