

**CITRUS PEST DETECTION PROGRAM  
CENTRAL CALIFORNIA TRISTEZA ERADICATION AGENCY  
22847 Road 140, Tulare, California**

**BOARD OF COMMISSIONERS  
EMERGENCY MEETING  
Via Teleconference**

**March 20, 2020**

**MINUTES**

**ATTENDANCE ON SITE:** **Commissioner** Jim Zimmerman (*Southern Tulare County Citrus PCD - STCCPCD*); **Staff:** Jill Barnier, Program Manager; Amelia Gonzalez, Administrative Manager; Dr. Subhas Hajeri, Plant Pathologist/Lab Operations Manager; Karen Westerman, Field Operations Manager.

**ATTENDANCE VIA TELECONFERENCE:** **Commissioners** Stan Ishii, James McKinney (*Central Valley PCD - CVPCD*); John Corkins, John Fisher, Jonathan Moody (*Kern County Citrus PCD – KCCPCD*); Steve Scarbrough, (*STCCPCD*).

**I. CALL TO ORDER:** Chairman John Fisher called the meeting to order at 1:30 p.m.

**II. OPEN SESSION:**

**A. Public Comments:** Chairman Fisher indicated that public comments would be welcome during the course of the meeting as each agenda item was addressed.

**B. Response to March 19, 2020 Government “Shelter in Place” Order:**

- a. Report on Plans for Remote Work and Facility Security: Ms. Barnier reported that due to the COVID-19 pandemic, plans for spring seasonal field activities have been placed on hold. She explained that through the managed services contract with Valley Expetec (and at no additional cost), remote log-in to Agency computers can be securely provided so that most regular staff employees can continue working from home. The necessary steps to implement this option are already being pursued. Employee areas of responsibility have been evaluated to identify what tasks are appropriate for remote work, and what tasks, by which employees, must be performed on site. She noted that only a small number of employees would be on site for a portion of each workday, and that they will be charged with performing regular security inspections.
- b. Consider and Act on Proposal for Employee Compensation Plan During Minimized Operations: There was some discussion about the possibility of exemption from the shelter-in-place order based on the Agency’s service to the agricultural industry, which has been identified as providing essential functions. There was general agreement from the Board not to bring any seasonal staff on board for the near future. Ms. Barnier explained her request that the core regular staff (16 individuals) continue to be paid as usual while further determination is made as to the ability to maintain full employment. **It was moved by Commissioner Corkins, seconded by Commissioner Scarbrough, to continue compensation as usual until the regularly scheduled Board meeting on April 15, when the situation will be reviewed. The motion carried unanimously on a roll call vote, each Commissioner voting AYE.**

**III. ADJOURNMENT:** Chairman Fisher adjourned the meeting at 1:41 p.m.

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Chairman John Fisher

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Jill Barnier, Assistant Secretary