

**CITRUS PEST DETECTION PROGRAM
CENTRAL CALIFORNIA TRISTEZA ERADICATION AGENCY**

**BOARD OF COMMISSIONERS REGULAR MEETING
22847 Road 140, Tulare, California**

October 17, 2018

MINUTES

ATTENDANCE: Commissioners: Central Valley PCD (CVPCD) – Stan Ishii, James McKinney; Kern County Citrus PCD (KCCPCD) – John Fisher, Jonathan Moody; Southern Tulare County Citrus PCD (STCCPCD) – Richard Job (alternate), Jim Zimmerman. **Staff:** Jill Barnier, Program Manager; Dr. Subhas Hajeri, Plant Pathologist/Lab Operations Manager; Karen Westerman, Field Operations Manager. **Others:** Lynn Lampe, CPA, auditor; Marilyn Wright, Tulare County Ag Commissioner; Judy Zaninovich, CPDPC Grower Liaison. **Commissioner absent:** John Corkins (KCCPCD), Steve Scarbrough (STCCPCD).

I. CALL TO ORDER: Chairman Ishii called the meeting to order at 12:32 p.m.

II. OPEN SESSION:

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

B. Minutes: It was moved by Commissioner Fisher, seconded by Commissioner McKinney, to accept the minutes of the regular meeting of June 20, 2018 as submitted. The motion carried on a voice vote, all present voting AYE.

C. Presentation of 2017-18 Annual Audit: Lynn Lampe, CPA, of M. Green and Company, reviewed the summary letter and explained the purpose and highlights of the “*Management’s Discussion and Analysis*” section prepared by Program Manager Jill Barnier. Ms. Lampe pointed out that the *Independent Auditors’ Report* offered an “unqualified” opinion, which is the best available. She noted the inclusion of “Yellow Book” government auditing standards, required due to the federal Specialty Crop Block Grant funding, and reviewed key details of the Financial Statements (*Balance Sheet* and *Statement of Activity*), *Notes to Financial Statements*, and *Required Supplemental Information*.

D. Reports:

1. Ag Commissioners: Marilyn reported on the recent successful conclusion of her Department’s first “legacy” chemical disposal event. She also discussed her Assistant Commissioner Tom Tucker’s efforts related to abatement of abandoned or neglected citrus acreage, reporting that about 500 acres have been handled to date. Judy Zaninovich gave an update on ACP finds from Madera through Kern counties. She focused on the recent finds in Kern County, first on traps and then the discovery of a breeding population. CDFA response has been rapid, and growers in the vicinity are engaging in a coordinated preemptive treatment. Even with this activity, she noted that the total detections for this year to date is 12, compared to 39 last year at the same time. HLB-positive trees removed in southern California is now 901, all still in urban settings.

2. Pest Control District Updates: There was nothing to report from the KCCPCD or STCCPCD. Chairman Ishii reported that the CVPCD Board will meet October 24.

3. Departmental Operations:

a. Field Activities – August and September 2018: Field Operations Manager Karen Westerman reviewed the written report of field activities. She reported that crews started on October 1 and have been focused on the STCCPCD.

b. Laboratory Activities – August and September 2018: Laboratory Operations Manager Subhas Hajeri reviewed the written report of activities in both PCR and ELISA labs. He explained PCR tests for the reporting period were spring collections and preparation work done through July. Fall season processing is now under way. He responded to a question about what generates re-runs in the ELISA lab, and noted that all spring activity testing there was completed in August.

i. Greenhouse/Screenhouse Activities: Dr. Hajeri reported on general maintenance activities in the greenhouse, and research project progress in the screenhouse.

c. Administrative Activities:

i. Income and Expenses: August and September 2018: Ms. Barnier reviewed the income and expense reports, noting that approved capital expenditures (replacement A/C unit, and updated telephone system) were reflected.

ii. Review and Ratify Warrant Lists – August and September 2018: After review, **it was moved by Commissioner Zimmerman, seconded by Commissioner Moody, to ratify payment of the bills as listed on the warrant lists for both August and September. The motion carried on a voice vote, all present voting AYE.**

iii. Water System Treatment Update: Ms. Barnier reported that the second point-of-use RO treatment unit has been installed and is in its initial testing period. She two more units will be installed by March, 2019.

iv. Capital Expenditures: There were no capital requests.

E. Announcements: Ms. Barnier stated that photos of the Commissioners are needed for the website, and that Ms. Westerman will be contacting all members soon to meet them in the field for a picture. Also, sexual harassment and ethics training is needed for almost all Commissioners, so she will send out information with options for complying with this requirement. Finally, she let the Board know that she will be on vacation for the week of December 3-7.

III. ADJOURNMENT: Chairman Ishii adjourned the meeting at 1:52 p.m.

Stan Ishii, Chair

James McKinney, Secretary

Jill Barnier, Assistant Secretary