

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

**BOARD OF COMMISSIONERS**  
**REGULAR MEETING**

**October 23, 2019**

**MINUTES**

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

**I. CALL TO ORDER:** Chairman John Fisher called the meeting to order at 12:32 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. Minutes:** It was moved by Commissioner Ishii, seconded by Commissioner Moody, to accept the minutes of the regular meeting of August 21, 2019 as presented. The motion carried on a voice vote, all present voting AYE.

**C. Presentation of 2018-19 Annual Audit:** Lynn Lampe, CPA, of M. Green and Company, offered background information on the audit procedures and indicated that their work resulted in a “clean” opinion. She reviewed the components of the audit: 1) the “*Management’s Discussion and Analysis*” section prepared by Program Manager Jill Barnier; 2) the *Independent Auditors’ Report* (carrying the unqualified opinion, which is the best available); 3) the Financial Statements (*Balance Sheet, Statement of Activity, and Notes*); 4) *Required Supplemental Information* (budget comparatives); and 5) “Yellow Book” government auditing statements, required due to the federal Specialty Crop Block Grant funding.

**D. Reports:**

**1. Ag Commissioner(s) / CPDPC Grower Liaison(s):** Mr. Bixler provided handouts detailing bulk citrus tarping inspections, violations, and compliance, which had risen to 79% for 2019 to date. He noted that there is no leniency as to standards, and emphasis is placed on repeat violators for action. He reported that they have not found any leaf material in loads. There was a Tamarixia release this year, and this is likely to happen annually in the future. Regarding Glassy-winged sharpshooter, Mr. Bixler reported on recent treatments in Visalia and northern Dinuba.

Judy Zaninovich provided handouts indicating that the number of HLB-positive trees continues to rise, with all still in residential areas of southern California. She offered good news on ACP detections, with numbers down statewide, and no finds in the San Joaquin valley since the spring. She commended valley growers for successful preventive efforts.

**2. Pest Control District Updates:** No meetings were held in any Districts.

**3. Departmental Operations:**

**a. Field Activities – August and September, 2019:** Field Operations Manager Karen Westerman reviewed the written report. She stated that five crews are operating in the Southern Tulare County and Central Valley Pest Control Districts, with seasonal activities having begun

September 23. She added that crew feedback was highly favorable about the benefits of a day trip for all field staff to Riverside on October 15 for ACP refresher training.

b. Laboratory Activities – August and September, 2019: Laboratory Operations Manager Subhas Hajeri reviewed the written report, noting that the report period focused on preparations such as replenishing supplies and fine-tuning protocols. Seasonal staff returned Monday, October 21.

i. Greenhouse/Screenhouse Activities: General maintenance only.

ii. Research Proposal Update: Dr. Hajeri reported that his research proposal to the Citrus Research Board was approved. This will be a collaborative effort with CDFA. He will begin PCD-based field work tomorrow (October 24), and meet with CDFA counterparts in early November in southern California to coordinate efforts. The purpose of the project is to investigate the best tissue for PCR testing in various seasons, in order to identify the best samples for earliest possible HLB detection.

c. Administrative Activities:

i. Updates to Job Descriptions and Organizational Chart: Ms. Barnier reminded the Board of her planned retirement at the end of the fiscal year next June. She presented the proposed revised Organizational Chart and pertinent job descriptions relating to transition planning, based on Board input earlier this year. She indicated that Board action on hiring plans will be on the December agenda.

ii. Income and Expenses: August and September, 2019: Ms. Barnier reviewed the written reports.

iii. Review and Ratify Warrant List – August and September, 2019: **It was moved by Commissioner Moody, seconded by Commissioner Scarbrough, to ratify the warrant lists for August and September, 2019. The motion carried on a voice vote, all present voting AYE.**

iv. Capital Expenditures: There were no capital requests.

**D. Announcements**: Ms. Barnier mentioned that information on the availability of Program testing services has now been provided to the CPDPC grower liaisons, CDFA's Citrus Insider, and the DATOC group. She discussed a meeting invitation from CDFA extended to Board chairs regarding possible increased pest control district collaborations, scheduled for Wednesday, November 13, from 9 to noon in Valencia. The next meeting of the Board of Commissioners will be December 18, 2019.

**III. ADJOURNMENT**: Chairman Fisher adjourned the meeting at 2:12 p.m.

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Chairman John Fisher

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James McKinney, Secretary

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Jill Barnier, Assistant Secretary