

CALIFORNIA CITRUS PEST AND DISEASE PREVENTION COMMITTEE FINANCE SUBCOMMITTEE MEETING

Meeting Minutes
Thursday, November 6, 2025

Opening:

The Finance Subcommittee webinar was called to order at 10:00 A.M. on November 6, 2025, by Subcommittee Chair Kurt Metheny.

Subcommittee Members Present:

Jay Gillette	James McFarlane	Jeff Steen
Mark McBroom	Kurt Metheny	

Subcommittee Members Absent:

CDFA Staff and Guests:

Carl Baum	Lauren Murphy	Claudia Vazquez
Paul Figueroa	Mia Neunzig	Keith Watkins
Dhiraj Gautam	Keith Okasaki	Nilan Watmore
David Gutiérrez	Alisha Rios	Jennifer Willems
Dahmoon Maesomy	Michael Soltero	Jason Wu
Alex Muñoz	ThuyVy Truong	

All attendees participated via webinar.

Call to Order, Roll Call, Public Comments

Chairman, Kurt Metheny, welcomed Subcommittee members, guests and staff participating via webinar.

MS Teams for 2026 Meetings

The Citrus Pest and Disease Prevention Division (CPDPD) is exploring options to hold Committee and Subcommittee meetings via Microsoft Teams (Teams), as an alternative to GoTo Webinar. This is one of many steps the program is taking to decrease expenses. CPDPD will continue to test the capabilities of Teams to be in compliance with Bagley-Keene and to fulfill Committee standards.

Review Fiscal Year (FY) 2024-25 Revenue

Jason presented the FY 2024-25 revenue. CPDPD received \$82,571 in revenue since the last Finance Subcommittee meeting in October 2025, increasing the Year-To-Date (YTD) total to \$17,127,466 which converts to approximately 190,305,177 cartons.

Review FY 2025-26 Expenditures

Jason presented the display for the FY 2025-26 approved budget and expenditures. August 2025 closed in the Financial Information System for California (FI\$Cal) with \$1,776,192 in expenditures. The FY 2025-26 YTD total is \$4,103,298 with a remaining

balance of \$28,980,457. Jeff Steen requested to add the month to the “Expenditures” column to avoid any confusion with the YTD expenditures and identify which month the program was focusing on.

Jason presented a funding source summary for the emergency fund (E-Fund) for Huanglongbing in Ventura County (HLB-Ventura). The E-Fund expenditures since FY 2024 for HLB-Ventura are \$419,945 with a remaining balance of \$1,016,255. Mark McBroom asked about E-Fund activities, number of trees removed, and whether Nuffer, Smith, Tucker (NST) conducted public notifications in the delimitation area or if this was completed by CPDPD staff. Jennifer Willems explained that CDFA staff handle notifying residents regarding delimitation activities, with NST provides outreach support via social media or our website. NST assists CPDPD in areas where there is difficulty gaining access from the public or high refusal rates, but CPDPD handles all notifications to the public regarding treatments and tree removals. She added that the main activities covered by the E-Fund are survey, trapping, treatments, and tree removals. Out of 125 positive trees, 120 have been removed to date and CPDPD is working on the removal of the remaining trees. All costs related to Ventura, with the exception of heavy equipment and permanent staff base salaries, are eligible to be billed to the E-Fund. Mark asked if the Agriculture Commissioner in Ventura County is assisting in the efforts and if CDFA is reimbursing them. Jennifer explained that the Agricultural Commissioner provides assistance in delimitation areas with refusal properties which is work that falls under their citrus agreement with CDFA.

Carl Baum updated the Subcommittee with the close of August 2025, CPDPD has reconciled funding sources for FY 24-25. The starting balance for FY 25-26 is estimated to be a \$1.5 million deficit. The fee to the state, based on the deficit, was calculated to be approximately \$300,000 and was reflected in the Fund Condition Statement that was presented during the October 7, 2025 Finance Subcommittee meeting. Jay Gillette inquired about the starting balance for FY 24-25. Carl explained that after the revenue was credited, the starting balance for FY 24-25 was estimated to be \$4 million.**

The meeting was adjourned at 10:22 A.M. The next Finance Subcommittee meeting will be held on February 17, 2026, at 9:00 A.M.

**Following the meeting, CPDPD provided the Finance Subcommittee corrected information regarding the starting balance for FY 24-25. The updated information was \$1,195,709, referenced in the July 31, 2025 Finance Subcommittee meeting. The starting balance that was provided at the November 6, 2025 meeting was in reference to FY 23-24, not FY 24-25, as requested.