

CPDPC Executive Committee Conference Call

July 15, 2013 Minutes

The meeting was called to order by Nick Hill at 10:00 a.m. on July 15, 2013. The following were in attendance:

Committee Members

Craig Armstrong*
John Gless*
Nick Hill*
Kevin Severns*

Other Attendees

Courtney Albrecht
Bob Blakley*
Rita Borgman
Bruce Brown*
Christine Copollero*
John Gardner*
Victoria Hornbaker
Jason Leathers
Robert Leavitt
Debby Tanouye
Scosha Wright

*Participated via telephone

Contract Updates

a. Statewide & Regional Grower Liaison/Treatment Coordinators

Victoria Hornbaker provided an update on the CASS contract for the Statewide and Regional Grower Liaisons/Treatment Coordinators. She stated that she received a scope of work and a budget from CASS, which was routed to the Contracts Office. Victoria has a meeting with the contracts office today to review the contract package and make sure everything is ready to move forward. After an internal review the contract will then be sent to the Department of General Services for review.

b. Outreach RFP

Victoria also provided an update on the outreach RFP. The Outreach RFP has been routed through CDFA staff and is currently in CDFA's contract office. She stated that she met with the contracts office on Friday to finalize the evaluation criteria, identify the staff who will participate in the evaluation. She reported that the RFP will be posted on BidSync by Wednesday July 17th. The RFP will be posted for ten days, during that time they will take proposals from interested parties. Once proposals are received and the bid is closed, CDFA will have a meeting with approved staff to score the proposals. Proposals will be evaluated based on a set criteria and the proposal receiving the highest score will win the contract. Kevin Olsen, the Outreach Committee Chair, will be attending the meeting as a non-voting participant, he will be able to provide input and report back on the process to the Committee.

Financial Update

a. CHRP Budget

Debby Tanouye went over the CHRP budget with the Executive Committee. She provided updated budgets for the Lab, Regulatory, and Trapping. The total CHRP allocation is 10.4 million; unfortunately CDFA is over that due to increased regulatory and trapping costs associated with areas that the program did not budget for. Dr. Robert Leavitt has gotten an approval from USDA to move \$490,000 from enhanced detection trapping to support CHRP activities. Beyond that CDFA is still seeking to reduce other funds to maintain operations as they are. The biggest obstacle now is the actions that will need to take place for the new Tulare County finds. There is no budget for the activities. Although CDFA was able to charge this to USDA, they did not increase allocation, which therefore put us over budget. The following is a breakdown of actual costs:

Trapping and Surveying -5 million
HLB Risk Based Survey - 2.3 million
Bio-control - \$355,000
Lab costs - 1.4 million
Regulatory - 2 million

b. 2013/2014 Budget Projections

Victoria discussed the Committee's need to begin work on a budget for the 13/14 fiscal year. She provided the Committee with a historical budget document showing what was budgeted and actually spent for the past three fiscal years 09/10, 10/11, and 11/12. Victoria also provided the Committee with a budget projection worksheet which included projections for some budget items and comments as to how the projections were computed. Several budget line items must be developed based on actual program needs for FY 13/14. In addition, she pointed out that the Committee must wait until the crop estimates are available in September to project revenues for the 13/14 fiscal year. Victoria suggested the Executive Committee form a finance committee which Robert Leavitt strongly supported. The Committee agreed to consider forming a finance subcommittee. They also let Victoria know they would review the documents provided and email her with any questions or concerns that might come up upon review.

Treatment and Survey Update

a. Revised Treatment Plan – San Diego Treatment Areas

Debby Tanouye gave the Committee an update on current treatments that are being done as well as what areas CDFA has finished treating. To date, CDFA is only treating in San Diego and Riverside County (Coachella Valley). The Operations Subcommittee asked CDFA to revise treatments in San Diego. She met with the San Diego County Agricultural Commissioner, Bob Atkins and Earl Rutz and decided to discontinue treatments in Fallbrook, Rainbow and any other area where treatment will not be successful, such as areas with a large amount of 25+ tree properties, where properties are organic, or where treatment refusal rates are high. CDFA is going to continue to treat in areas where coordinated commercial treatments can be scheduled as well as along the border. CDFA will work with the biocontrol program to see about releases in

areas where treatment is suspended. CDFA will be meeting with other Southern California counties to look at implementing similar treatment protocols.

a. HLB Survey Efficiencies

The Operations Subcommittee decided to have CDFA staff implement the HLB survey efficiencies that Debby presented to the Subcommittee. HLB surveying is going to continue in the following counties: Ventura, Los Angeles, San Diego, and Riverside. However, we are reducing the amount of adult psyllids and nymphs that are being collected at each property, as well as only collecting plant samples that appear symptomatic rather than collecting asymptomatic plant tissue on any tree with a large psyllid population. Lastly, Debby has set a time limit of 30 minutes per property.

Other Business

- a) Victoria let the Committee know that five members' terms are going to be over with in September. Nick Hill asked Victoria to proceed with reinstating their terms.
- b) Rita Borgman went over some documents with the Committee on how CDFA conducts and manages incident response. A Planning "P" which is part of the incident command system (ICS) is a nationwide system which is used by police, firemen, hospitals, etc. When CDFA finds a pest that needs to be treated, this Planning "P" comes into place. Rita also provided the Committee with an example of a general ICS organization chart that shows a command in general staff, as well as where other agencies would come into place, for example USDA. As the incident grows, we would move to a joint information center making sure everyone's voice is heard when it comes to outreach. There is also an operations section, a planning and Intel section, a logistic section, and a finance and administration section included in chart. An Incident Action Plan (IAP) is set into place, each of the sections are discussed. What objectives are 2 week cycle objective for 2 week period. Planning meeting, and then operations briefing then carried those out and then start the cycle over. Weekly meetings for new objectives. Action plan for ACP, HLP draft done by this week hopefully tied the crisis management work plan
- c) Victoria discussed the ACP findings in Tulare County with the Committee. Victoria has been in touch with USDA regarding determining the appropriate regulatory path in Tulare. USDA wants CDFA to verify if they have met the trigger for quarantine. Jason Leathers has a meeting planned on Tuesday July 16th with the Science Advisory Panel (SAP) to go over the initial data from the delimitation trapping, and to discuss if the area meets the quarantine trigger. Regulatory action will be further considered pending the outcome of the SAP meeting. Robert further went over the findings in Tulare. CDFA is trying to figure out if there is an established population of ACP in Tulare, if so we need to move forward with regulatory action. USDA confirmed CDFA is the lead on this operation. The issue now is funding. There are currently no funds available for the treatments that need to be done in Tulare. Robert stated that the Executive Committee has the authority to approve \$100,000 dollars to allow work to begin in Tulare; the Executive Committee agreed and authorized the \$100,000. Robert explained that the Committee has two funding options: to move resources from other places where the

program is currently working to Tulare, or to use the 2.5 million dollars in spending authority to spend some of the Committee's reserve funds. The Committee will need to schedule an emergency meeting in ten days and pass an amended budget, either way to secure funding for Tulare County activities. The Committee agreed with Robert gave Victoria authorization to move forward with the emergency meeting. In the meantime CDFA will work internally to try and find more funds for the treatment.