

# CPDPC Executive Committee Meeting

## February 20, 2018 Minutes

The meeting was called to order by Jim Gorden at 8:01 a.m. on February 20, 2018. The following were in attendance:

### Executive Committee

#### Members

Jim Gorden\*  
Mark McBroom  
James McFarlane\*  
Etienne Rabe\*  
Keith Watkins\*

\*Participated via webinar

### CDFA Staff

Nick Condos\*  
Victoria Hornbaker\*

### Other Attendees

Teresa Siles\*  
Cressida Silvers\*  
Sandra Zwaal\*

### **Opening Comments:**

Jim Gorden welcomed the Committee, staff, and members of the public participating in person and online and stated that there is a quorum for the meeting.

### **Public Comment:**

There were no public comments.

### **Review Subcommittee Membership and Vacancies**

Chairman Jim Gorden reported that there is currently a vacancy on the Full Committee for a grower in the coastal region. He also reported that he has been reviewing the members of the Subcommittees. He is going to ask Aaron Dillon to be the Chair of the Outreach Subcommittee. He will be discussing the membership of the Science Subcommittee with Etienne and the membership of the Finance Subcommittee with James McFarlane to make sure that there are not any vacancies and that the Subcommittees are appropriately manned.

### **Review Current Year Program Budget**

Nick Condos reviewed the current year budget with the Committee, noting that the budgets are based on historical workload and expenditures. Nick showed the new financial displays for the 2017/2018 fiscal year. Level 1 is similar to the old schedule X, however all funding sources move under the Schedule A column as they are received. Level 2 is similar to the old schedule A, however the sub-budgets have been aligned under groups; ACP management, HLB detection, HLB eradication and ACP/HLB. Level 3 shows more detail than Level 2. Level 4 aligns activities by group, strategic plan priority, region and project, it shows the most detail. Nick went through each project budget on the Level display. The Committee discussed the new displays and recommended some edits, including adding last year's expenditures on Level 4 before the current budget, adding the percent spent for each column and projecting with a modified straight-line projection for each project. Nick reminded the Committee that the goal is to align this year's budget with the strategic plan. Jim mentioned the desire of the Committee to create efficiencies by looking at how we do things, one example would be reviewing the length that delimitation traps are deployed in response to an ACP detection. Mark was concerned that the treatment and tree removal budget was too low. Nick recommended separating out the tree removal from the

treatment and making that separate projects. Teresa pointed out that the treatments listed under the response to HLB are actually ACP management and should be listed as such. Of the approximately \$23 million assigned to finding and eradication HLB, actually \$5.8 million is associated with ACP treatments in response to an HLB detection.

### **Review Strategic Planning Priorities**

Teresa Siles presented an action plan for scenario 1. She asked for agreement on the path forward for the budget alignment, noting that the budget would be aligned with scenario 1. The Committee agreed that the current budget should be aligned with scenario 1. Nick discussed the need for dedicated resources for the Committee, noting that costs will become more fixed within the next few years. Teresa discussed the next steps, including transition triggers for moving from scenario 1 to 3 or from 3 to 2.

### **Budget Adjustment Scenarios**

The Committee talked about the desire to maintain between a \$9-12 million-dollar hard reserve and to include a contingency reserve as well. The Committee also expressed the need to have a set maximum annual budget and set the target of \$30-32.5 million dollars annually.

Nick talked about the using cost benefit analysis as a decision-making tool. He mentioned that Dr. Neil McRoberts and Dr. Karen Jeeter are working on a model to determine the appropriate level of funding and activity to achieve the desired level of HLB detection. Etienne asked for a description for the assumptions used in developing the model. The Committee noted that they want to work toward a predictable stable budget. Keith noted that as we know where we are going this year, it will help us moving into the future. The executive committee also decided that following completion of the cost/benefit analysis (assuming the full committee decides to move forward), that the executive committee will make recommendations to the full committee on how the budget may be adjusted under additional scenarios. In addition, there is a need to determine the overall budget for 2018/2019.

The meeting was adjourned at 11:18 a.m.