

**CALIFORNIA CITRUS PEST AND DISEASE PREVENTION DIVISION  
FINANCE SUBCOMMITTEE MEETING**

Meeting Minutes  
Tuesday, April 6, 2021

**Opening:**

The Finance Subcommittee webinar was called to order at 9:00 A.M. on April 6, 2021 by Subcommittee Chair Bob Felts, Jr.

**Subcommittee Members Present:**

Craig Armstrong*	James McFarlane*	Etienne Rabe*
Bob Felts, Jr.*		

**Subcommittee Absent:**

Dave Tomlinson

**CDFA Staff and Guests:**

Carl Baum*	Darrin Harris*	David Morgan*
Karina Chu*	Amelia Hicks*	Michael Soltero*
Paul Figueroa*	Victoria Hornbaker*	ThuyVy Troung*
Alisha Garcia*	Anmol Joshi*	Claudia Vasquez*
David Gutierrez*	Jana Miscevic*	Jennifer Willems*

\*Participated via webinar

**Opening Comments**

Finance Subcommittee Chairman, Bob Felts, Jr., welcomed Subcommittee members, guests and staff participating via webinar.

**Review 2019-2020 Budget**

Alisha Garcia presented the Fiscal Year (FY) 2019-2020 budget. The current expenditures total is \$25,793,698. She noted that this is the same amount as presented in March. Several late invoices have been received for FY 2019-2020, but Alisha stated that the late invoices will be captured on the FY 2020-2021 budget report, as the FY 2019-2020 budget is being closed.

**Review 2020-2021 Budget**

Alisha presented the budget for FY 2020-2021. The current expenditures for FY 2020-2021 total \$6,083,481 with a remaining balance of \$36,164,677. Victoria Hornbaker noted that the manual tracking has not been completed for February and March, due to several factors, including the short time frame between the previous Finance Subcommittee meeting and this meeting, being shorthanded (Alisha's previous position is vacant, leaving her to take on additional workload) and having to prioritize workload to attend to the federal agreements. Victoria also mentioned that the request for proposals for a financial analyst were received, with two companies putting in proposals. The proposals are currently being reviewed and scored and an analyst contract should be awarded soon with a tentative start date of May 1st, providing that the contract is signed by then.

### **Review 2020-2021 Revenue**

Alisha stated that revenue received for March went up to \$2,572,702 and the total year to date is \$6,469,222. Alisha stated that this amount includes all refunds that were pending for overpayments. Etienne Rabe noted that the projected revenue for the year is \$16,208,000 and he stated that the percent received to date is a little low, but similar to prior years at 38 percent. Bob reminded the Subcommittee that the federal funds have fully received for FY 2020-2021.

### **Other Business**

Bob asked Carl to send the audit summary he compiled for the fund condition statement to all Subcommittee members. Carl Baum stated that the CDFA Financial Services concurred with his audit and that they will be correcting the errors that he pointed out. He added that his staff is working on preparing for the end of the State FY, by reviewing contracts so unused funds can be disencumbered.

Victoria briefed the Subcommittee about the upcoming program continuation hearings. Tentative dates are being scheduled for the Visalia area, the Ventura area, and the Riverside area. Additionally, there will be one virtual meeting. These meetings will take place in late May or early June. Bob asked what would trigger a referendum and Victoria stated the Food and Agriculture Code section 5922 states that if the “Secretary finds after the hearing that a substantial question of opposition exists among affected producers under this article regarding whether the operation of this article should be continued, the secretary shall submit the article for approval utilizing the following voting procedures set forth in this section and Sections 5923 to 5927.” If there is substantial opposition, The Secretary will call for a referendum and if there isn’t a substantial question of opposition, she will continue the program for four more years. Victoria mentioned that there have been two other continuation hearings in 2013 and in 2017 and no negative comments were received during those hearings.

Craig Armstrong asked about how Sweet Orange Scab (SOS) detection work is being funded and Victoria stated that the work is being absorbed by the current program funding and that no additional state or federal funding is being provided for SOS. She noted that the activities are being handled under county compliance agreements and that the area is considered a regulated area under the State’s regulatory authority. Bob asked for a budget to be provided for the work being done on SOS, Carl stated that he will create a code for SOS so the field staff’s time can be tracked.

Carl introduced the new Division Assistant, Sarah Kraft. Sarah will be running the webinars and working to support the Committee and Subcommittee. Carl and Bob both thanked Jana Miscevic for the work she has done to support the Committee and Subcommittee.

The meeting was adjourned at 9:32 A.M. The next Finance Subcommittee meeting will be held on May 4, 2021 at 9:00 A.M.