

# CENTRAL CALIFORNIA TRISTEZA ERADICATION AGENCY

## BOARD OF COMMISSIONERS REGULAR MEETING

22963 Carson Avenue, Exeter, California

August 29, 2017

### MINUTES

**ATTENDANCE:** **Commissioners:** Central Valley PCD (CVPCD) – Stan Ishii, James McKinney; Kern County Citrus PCD (KCCPCD) – John Corkins, Dennis Johnston (alternate), Jonathan Moody; Southern Tulare County Citrus PCD (STCCPCD) – Steve Scarbrough, Jim Zimmerman. **Staff:** Jill Barnier, Program Manager; Dr. Subhas Hajeri, Plant Pathologist/Lab Operations Manager; Karen Westerman, Field Operations Manager. **Others:** None. **Commissioners absent:** John Fisher (KCCPCD).

I. **CALL TO ORDER:** Chairman Ishii called the meeting to order at 10:02 a.m.

#### II. OPEN SESSION:

A. **Public Comments:** Chairman Ishii 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 Scarbrough, seconded by Commissioner Moody, to approve the minutes of the regular meeting of June 21, 2017 as presented. The motion carried on a voice vote, all present voting AYE.

#### C. Reports:

1. **Aq Commissioners:** None.

2. **Pest Control District Updates:** Reporting for the STCCPCD, District Chair Jim Zimmerman stated that the Board met on July 13 to discuss the District's priorities relative to the potential joint effort in response to the HLB threat. The top three were identified as 1) communication and outreach; 2) obtaining detailed data on the KCCPCD's pilot project for proactive tree removal, for consideration about whether such a program would be appropriate in the STCCPCD; and 3) to begin researching the potential cost to conduct a Prop 218 vote, which may be needed to provide adequate funding for proactive HLB-related activities. KCCPCD Chair Dennis Johnston offered information on the current status and activity of his District's pilot tree removal program. The CVPCD had nothing to report.

#### 3. **Departmental Operations:**

a. **Field Activities – June and July, 2017:** Field Operations Manager Karen Westerman reviewed the written report of field activities for June and July.

b. **Laboratory Activities – June and July, 2017:** Laboratory Operations Manager Subhas Hajeri reviewed the written report of tests completed for June and July.

i. **Update on Molecular Biology (PCR) Laboratory Activities:** Dr. Hajeri reported that there was a demonstration of the recapping equipment proposed for acquisition; that he and Tony Patino were invited to and attended a CDFA-called meeting in Sacramento to evaluate overall laboratory testing capacity in California; and that the Agency has submitted its application for expansion of its non-regulatory HLB-testing permit to include psyllids. There was discussion about the test processes, capacity numbers at the Agency, and permit rules and restrictions. Program Manager Jill Barnier added that the CDFA Specialty Crop Block Grant coordinator, Annika Paulsen, performed a site visit on August 24, and was pleased with the Agency's progress on the project.

c. **Greenhouse/Screenhouse Activities:** Dr. Hajeri reported on the current status of the Yokomi-led, TCPCD-funded study being conducted in the Agency's screenhouse.

d. Administrative Activities:

i. Review and Approve Employee Handbook Updates: Ms. Barnier reviewed the proposed changes. **It was moved by Commissioner alternate Johnston, seconded by Commissioner Corkins, to approve the Employee Handbook Updates. The motion carried on a voice vote, all present voting AYE.**

ii. Election of Secretary for Fiscal Year 2017-2018: **It was moved by Commissioner Corkins, seconded by Commissioner Scarbrough, to elect Commissioner James McKinney to the office of Secretary. The motion carried on a voice vote, all present voting AYE.**

iii. Income and Expenses: June and July, 2017: Ms. Barnier reviewed the reports for June and July, noting that the June figures are the fiscal year-end amounts and should line up with audit results. The annual audit is currently under way.

iv. Review and Ratify Warrant Lists – June and July, 2017: **It was moved by Commissioner Corkins, seconded by Commissioner Zimmerman, to ratify payment of the bills as listed on the warrant lists for June and July, 2017. The motion carried on a voice vote, all present voting AYE.**

v. Capital Expenditures: Approve PCR Laboratory Purchases: Univo Robotic Screw Cap Recapper for Micronic Standard Screw Caps; and Incubating Microplate Shaker: Referring to the memo provided, Dr. Hajeri provided further information on the use and benefits of the equipment proposed for acquisition. **It was moved by Commissioner alternate Johnston, seconded by Commissioner Scarbrough, to accept management's recommendation to approve the expenditure of up to \$4,900 (plus tax, shipping, and handling) for the acquisition of the two pieces of laboratory equipment listed. The motion carried on a voice vote, all present voting AYE.**

**D. Announcements:** Ms. Barnier announced that the Multi-Pest Modeling Technician, Wei Liao (Joy), began work Monday, August 27. She is stationed in the USDA laboratory of Dr. Tim Gottwald in Florida.

**III. ADJOURNMENT:** Chairman Ishii adjourned the meeting at 10:50 a.m.

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Stan Ishii, Chair

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James McKinney, Secretary

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Jill Barnier, Assistant Secretary