

# 2018 AAPSE Committee Reports

## Articles of Incorporation and By-Laws Committee Report

**Members:** Clyde L. Ogg, Chair; Kaci J. Agle-Buhl; Ed Crow; Roger A. Flashinski; Joshua Francis; Faye Golden; Tana Haugen-Brown; Rebecca Maguire; Philip L. Nixon; Leo Reed; Jennifer Weber; and Robert E. Wolf.

**Committee Purpose:** This committee reads the articles of incorporation and by-laws documents. Members become experts in what they do (and do not) state. The members take note of any item that is unclear, inconsistent or unworkable. Also, they identify areas where beneficial changes may be warranted.

**Activities:** The committee did not meet during 2018. The committee chair was consulted on whether the implementation of a conflict of interest policy would require changes to the by-laws. It was the opinion of the chair that changes were not needed. This finding was included with the information provided to the AAPSE BOD related to a proposed conflict of interest policy.

**Issues for Consideration:** None.

## Auditing Committee Report

**Members:** George Hamilton, Chair; Amanda Bachman, Andrew Thostenson

**Committee Purpose:** This committee audits the accounting records for the Association. Audits are conducted annually, at the national meeting.

**Activities:** The audit committee has reviewed the accounts of the association as provided by the treasurer. After careful examination the committee found the books to be in good order.

**Issues for Consideration:** None.

## Awards, Fellows, and Honorary Membership Committee Report

**Members:** Carol Black, Sherman Takatori, Chairs; Fred Fishel, George Hamilton, Andrew Thostenson

**Committee Purpose:** The purpose of the Awards, Fellows, and Honorary Membership Committee is to solicit nominations for AAPSE awards and to send its recommendations to the Executive Committee. Consideration for a resolution to recognize special people or actions can be submitted to this committee; all other considerations for a resolution should be sent to the AAPSE Board.

**Activities:** New award – Professional Recognition. Up to two per region. Stemmed from discussions in Fargo.

**Issues for Consideration:** None.

## Committee on Committees Report

**Members:** Betsy Buffington, Chair; Josh Francis

**Committee Purpose:** The main role of this committee is to serve as a liaison between the president and the chairs of all AAPSE committees, both standing and ad hoc, regarding routine business. This communication may be to relay requests for (and reminders regarding) reports, with schedules and deadlines. Contact may also be needed to request other information. For example, each committee is asked to produce (and maintain) a "job description" -- a short summary describing its mission and functions. A clear description of the committee roles and responsibilities will serve to remind existing chairs and members of their duties. It will also provide guidance for future committee chairs and members. Coordination and communication should help to ensure that plans are carried out and deadlines are met.

**Activities:** The committee updated the AAPSE website with committee chairs and members. It also compiled, edited, and emailed committee reports from committee chairs and liaisons to AAPSE Board of Director members before the August 19, 2018 AAPSE BOD meeting.

**Issues for Consideration:** There is an urgent need to update current and future committees and liaisons. Will discuss during August 19, 2018 AAPSE BOD meeting.

## Issues and Evaluations Committee on Science Based Decision Making

**Members of the Science Based Decision Making Committee:** Dan Wixted, Amy Brown, Mimi Rose, Mike Wierda, Kim Brown

**Members of the Dicamba Committee:** Andrew Thostenson, Ples Spradley, Fred Whitford, Kim Brown

**Committee Purpose:** This committee is responsible for studying and developing position papers and analyses of pesticide legislative and regulatory issues and policies that affect the professional responsibilities of the Association's membership. The AAPSE President-Elect serves as Chair of the I&E Committee. Any AAPSE member may identify to the Chair of the I&E Committee an issue that the member thinks AAPSE ought to address. When doing so, the member should briefly outline pertinent concerns. When an issue is brought to the attention of the Chair, he/she will present it to the AAPSE Executive Committee for their assessment of whether AAPSE should, in fact, address the issue. Upon receiving approval to address the issue, the Chair will summarize the issue, send it out to all membership via the AAPSE ListServ and ask for volunteers to serve on the I&E Committee for that specific issue. For some issues, regional representation, as well as participation by CES, SLA, and private

organizations may be desirable. However, the key determining factor will be who is really interested in contributing. In some cases, the Chair will serve as the principal framer of the AAPSE response, but in many cases, another member will be asked to take on the principal role. When a response has been drafted by the Committee, the Chair will submit the response to the AAPSE Board of Directors for their review and approval before finalizing and sending the letter.

**Activities of the Science Based Decision Making Committee:** The Issues and Evaluations committee on Science Based Decision Making submitted a final comment letter to EPA on August 15, 2018 on Strengthening Transparency in Regulatory Science. This letter was submitted as part of an EPA public comment, Docket No. EPA-HQ-OA-2018-0259: Strengthening Transparency in Regulatory Science. The final letter was sent to the membership and will be posted on the AAPSE website.

**Activities of the Dicamba Committee:** The Issues and Evaluations committee on Dicamba submitted a comment to EPA on August 15, 2018, stating AAPSE stance on the Dicamba situation on a national level. The final letter was sent to the membership and will be posted on the AAPSE website.

**Issues for Consideration:** none.

## Membership/Public Relations Committee Report

**Members:** Kaci Buhl, Sonja Thomas, Chairs; Melanie Forti; Sharon Gripp; Dean Herzfeld; Jan Hygnstrom; John Johnson; Chrissy Kaminski; Jessica Lenker; Gene Merkl; Jolene Hendrix; Lyn Van Maaren; Whitney Weaver; Nancy Westcott; C. Bruce Williams

**Committee Purpose:** The purpose of the Membership & Public Relations Committee is to support and facilitate promotion of the Association and its members and ways to maintain and increase membership.

Proposed:

The Chair of the Membership Committee shall be appointed by the President at the start of a President's term. The committee chair shall serve for a four year term the first two as committee chair and the last two years as a member of the committee and advisor to the new committee chair. The chair may be reappointed for additional terms by the President.

Committee members shall be appointed by the President after consultation with the committee chair. Committee members shall serve two-year terms and may be reappointed for additional terms. Strong efforts should be made to have the committee members represent full and associate members, each extension region, and extension, state and federal government agencies and tribal members.

Committee duties:

- Promote and advertise AAPSE in coordination with AAPSE's Executive Committee:
  - Develop and track use of promotional materials and displays.
  - Put AAPSE on publication lists (i.e. Meister publications, AAPCO listings, CPR's, etc.)
  - Use Association news releases and/or advertisements

- Revise and develop information brochures, membership letters, Association literature, etc.
- Work with membership to promote AAPSE accomplishments to the educational community, regulatory agencies, legislators, industry, and/or trade associations.
- Maintain regular correspondence with professional associations (AAPCO, ASCPRO, PLCAA, Farm Bureau, etc.)
- Recognize and publicize members' achievements in cooperation with the Awards and Recognition committee.
- Acquire promotional items (pins, caps) if desired/warranted
- Work to maintain current AAPSE membership and solicit new members:
  - To have at least one full member from each:
    - Land-grant extension service PAT program
    - state pesticide lead agency
    - tribe in each EPA region with approved pesticide program
    - federal agency with an approved pesticide program
    - EPA regional offices
    - EPA HQ Certification & Training program
  - To solicit new associate members and increase associate members involvement and visibility in AAPSE.
  - Work cooperatively with the Association's Treasurer who:
    - maintains the membership lists
    - keeps the membership list up-to-date on the AAPSE homepage
    - receives dues, updates database, sends renewal letter and payment thank you letter.
    - maintains AAPSE note cards for printing notices and reminders
    - maintains AAPSE business cards for provisioning to members
  - Develop information on "What AAPSE Can Do For You" and "What You Can Do for AAPSE"
  - Explore international aspects of pesticide education
  - Lead the development of first drafts of proposed changes related to membership to the Association's Articles of Incorporation and the By-Laws and other association membership issues

The Committee is responsible for the following items:

1. AAPSE membership application brochure
2. AAPSE membership card - provided to members annually
3. AAPSE lapel pin - currently proposed for all members
4. APPSE "Thank you for joining" new member letter
5. APPSE "Thank you for renewing" renewal member letter with statement by AAPSE president
6. AAPSE membership marketing letter to current members to renew membership
7. AAPSE membership marketing letter to potential members
8. AAPSE membership marketing letter to members who have not/did not renew membership
9. Other tasks as deem appropriate by the AAPSE Executive committee

**Activities:** No report.

**Issues for Consideration:** No report.

## Nominations/Elections Committee Report

**Members:** Don Renchie, Kim Brown, Chairs; Nancy Fitz; Faye Golden; Sharon Gripp; John Stone

**Committee Purpose:** This committee seeks and nominates candidates for the offices of President-Elect, Secretary, and Treasurer. At least two candidates will be nominated for each office. No one may be nominated without their consent. A slate of candidates must be presented to the AAPSE Secretary at least 45 days prior to the election. A brief resume/candidate statement for each nominee must be sent to the Secretary at least 30 days prior to each election. The AAPSE President appoints the members of the Nominations and Elections Committee. The N&E committee will have five members: a member from each of the four AAPSE regions (NE, S, NC and W) and a Federal/Tribal representative. The immediate past president will co-chair the committee. Representation should include SLA and EPA (federal) members. Members should include a range of experience in the organization (new and long-term memberships). The N&E Committee is appointed at least six (6) months prior to elections.

**Activities:** No report.

**Issues for Consideration:** No report.

## Professional Development Committee Report

**Members:** Rebecca Maguire, Tracey Harpster, Chairs; Travis Cleveland; Sharon Gripp; Cheryl Ogle; Jolene Hendrix; Kristine Schaefer; Ples Spradley; Stephen Vantassel; Michelle Wiesbrook; Robert Wolf

**Committee Purpose:** The AAPSE Professional Development Committee is designed to provide AAPSE members with useful tools and resources to enhance their professional careers. The committee works closely with the board of directors to identify needs and focus resources to serve AAPSE members.

**Activities:** Committee has met and discussed holding two webinars for members. Topics and details need to be finalized.

**Issues for Consideration:** Area on AAPSE website to post/host recorded webinars for member viewing. Are there funds available if needed to assist in the cost of hosting a webinar?