

AAPSE BOD Meeting Minutes

9/25/20

10:30am-11:15am Central

Zoom teleconference

Meeting called by: Kim Brown

Type of meeting: Board of Directors (BOD)

Recorded by: Betsy Danielson

BOD Attendees: Kim Brown, Betsy Danielson, Faye Golden, Sharon Gripp, Jan Hygnstrom, Becky Maguire, Kerry Richards, Mimi Rose, Sonja Thomas, Mike Wierda

Minutes

Agenda item: 1. Call to Order Presenter: Kim Brown

Agenda item 2. Treasurers Report Presenter: Sonja Thomas

Discussion: Sonja Thomas reported that payments have made to Brian Raison, speaker for the professional development webinar on August 4th and to Kim Brown for shipping costs to mail awards presented on August 3rd.

OLD BUSINESS

Agenda item: 3. 2020 AAPSE Meeting Wrap-up Presenter: Kim Brown
a. Letters to institution/workplace of award winners
b. Membership feedback survey

Discussion:

3a. Kim Brown has sent letters to the university, agency, and companies of the award winners.

3b. Kim Brown is drafting an evaluation survey of the virtual national meeting. She asked that the BOD review it and provide feedback.

Action items	Person responsible	Deadline
✓ Provide feedback on draft survey.	AAPSE BOD	9/29/20

Agenda item: 4. By-laws Update Presenter: Kim Brown

Discussion: The updated by-laws are available on the AAPSE website. Kim Brown asked Kerry Richards, co-chair of the Nominations Committee, to start the process of nominating and electing a President-elect and Secretary. Betsy Danielson cannot serve another consecutive term as Secretary. Sonja Thomas stated that she would like to remain Treasurer. According to the By-laws:

Section 1. Nominations and Election Committee. Not less than six (6) months prior to elections, the President shall request each region to appoint one Full member to serve on the nominations and elections committee. This committee shall submit to the Secretary in writing a slate of candidates for election as President-Elect, Secretary, and Treasurer. Nominations by the committee will include at least two candidates for each office to be filled; however, if a slate of two candidates is not realized, the Nominations and Election Committee will notify the Secretary a minimum of 45 days prior to the election date so that the Secretary can ask for nominations from the full membership via the AAPSE listserv. Any Full or Life member may submit additional nominations in writing to the Secretary. The ballot shall include a slate of candidates and a brief resume and statement of each candidate. Such nominations must be received thirty (30) days prior to the election day established by the Board. No person shall be nominated without his or her consent.

Section 3. Terms of Office. Terms of office will be one year for President, President-Elect, and Past-President, two years for Secretary, and no limit for Treasurer. Because the term of each office begins and ends at the conclusion of the annual meeting, the length of any one individual term may be slightly more or less than the defined term depending upon when the annual meeting is held. The President, President-Elect, and Past-President can serve unlimited non-consecutive terms in each office. The non-consecutive terms must be spaced far enough apart so that the same person does not occupy two or more offices simultaneously. The Secretary shall not serve more than two terms unless they assumed the office as a result of a vacancy, in which case, they shall not serve longer than two terms plus the balance of the unexpired term remaining at the time the office was assumed.

Action items	Person responsible	Deadline
✓ Start process of nominating candidates for offices of President-elect and Secretary.	Kerry Richards	10/23/20

Agenda item: 5. Posting Recorded Webinars **Presenter:** Faye Golden

Discussion: Whitney Weaver and Sonja Thomas have been working on posting past webinars to a YouTube channel. Links to the webinars will be posted on the AAPSE website.

Agenda item: 6. 2021 AAPSE Meeting **Presenter:** Betsy Danielson

Discussion: AAPSE is continuing to work with the PACT planning committee to arrange meeting dates and times during PACT 2021 in Denver.

Agenda item: 7. Other Old Business **Presenter:** Kim Brown
 a. Farmworker Pesticide Safety Act discussion

Discussion:

7a. Kim Brown will send a President’s Update to the membership and will include a brief synopsis of the Farmworker Pesticide Safety Act.

Action items	Person responsible	Deadline
✓ Share synopsis of Farmworker Pesticide Safety Act legislation with membership.	Kim Brown	9/29/20

NEW BUSINESS

Agenda item: 8. Liaison Reports **Presenter:** Kim Brown

Discussion: Tana Haugen-Brown provided two liaison reports as liaison to NPSEC (see attached). The BOD approved her request to continue to serve as the AAPSE liaison to NPSEC.

Action items	Person responsible	Deadline
✓ Inform Tana Haugen-Brown that her request to serve as the AAPSE liaison to the NPSEC board has been approved.	Betsy Danielson	9/28/20

Agenda item: 9. Committee Reports **Presenter:** Kim Brown
 a. Membership
 b. Professional Development
 c. Strategic Plan
 d. Social Media
 e. Others

Discussion:

9a. Sonja Thomas reported that the Membership committee recently met and discussed the new member orientation. The committee felt that they could do a better job if they moved the new member meet and greet to late January. The committee felt that it would be fun to have each new member pre-record a 1-2-minute

introduction that would be presented at the meeting. They also indicated that they would like each committee to record a “skit” about what they do and why you should join. Regarding AAPSE membership, the committee raised concerns about the capabilities of Wild Apricot, the system AAPSE’s website uses and would like other options to be discussed that would better serve the membership process. Sonja stated that she wants to step down as co-chair and serve as a liaison for the membership committee.

9b. Becky Maguire reported that the Sept. 23 professional development webinar, “Using Interactive Tools: A Hands-on Demonstration,” went well and the recording will be available soon. Another webinar, “Exploring the Benefits of Computer-Based & On-line Testing,” was held Sept. 29.

9c. Kim Brown stated that the Strategic Plan committee recently met and is moving forward. Patsy Laird is serving as chair.

9d. Betsy Danielson reported that the Social Media committee met recently. Whitney Weaver is serving as chair. To help set priorities the committee requested permission to survey the membership about what social media they use. To reduce survey fatigue, Betsy will ask committee members if the survey questions can be combined with the meeting evaluation survey.

9e. Kim Brown stated the need for a Committee on Committees chair.

Action items	Person responsible	Deadline
✓ Discuss Wild Apricot capabilities and explore other options for membership.	AAPSE EC	10/23/20
✓ Ask Social Media committee members if survey questions can be added to meeting evaluation survey.	Betsy Danielson	9/25/20

Agenda item: **10.** Request for support from Michigan State’s proposal for EPA’s Project to Advance the Safe Use of Pesticides grant **Presenter:** Kim Brown

Discussion: At the August 28th BOD meeting, Kerry Richards requested that AAPSE write a letter of support for Michigan State’s proposal for EPA’s Project to Advance the Safe Use of Pesticides grant. The EC met on September 3rd to further discuss the request. The EC decided not to write a letter of support for the following reasons:

1. AAPSE is a membership driven organization. Given the grant application deadline of 9/16/20, AAPSE doesn’t have the time to adequately vet the request through the membership and get input. A decision by the EC would not be reflective of all members.
2. AAPSE supports the efforts to pursue grant opportunities to address pesticide safety education. AAPSE membership will be stakeholders and support whoever receives the grant funding, as AAPSE members are major stakeholders under this grant.
3. Other AAPSE members are applying for the same grant.
4. Based on AAPSE governance the EC does not feel that this is an appropriate action to take.
5. There is no precedent of AAPSE writing letters of support for grant applications.
6. Individual AAPSE members are welcome to write letters of support for the grant application.

Agenda item: **11.** Other New Business **Presenter:** Kim Brown

- a. Regional Reps Feedback
- b. Regional Rep Elections
- c. Future meeting dates for BOD

Discussion:

11a. Kim Brown asked that Regional Reps reach out to their regions for any issues, questions, events, etc. from members to bring forward to the BOD. Kerry Richards asked that members are asked about potential

candidates for President-elect, Secretary, and Treasurer.

11b. Kim Brown reminded Senior Regional Reps to start planning for elections of new Junior Regional Reps. Elections must take place prior to January 1. According to the By-laws:

Section 2. Nominating Committees for Regional Board Representatives. Regional Board Representatives shall be responsible for nominating a slate of candidates for regional representation. Regional Board Representatives are to conduct elections by mail or in other manner as they shall determine. Additional nominations may be made by any member of the Association in that region.

11c. BOD are scheduled for the last Friday of each month at 10:30 am CST through January 2021.

Action items	Person responsible	Deadline
✓ Contact members in your region to get feedback on any issues, questions, events, potential nominees, etc.	Regional Reps	10/23/20
✓ Start planning for elections of Junior Regional Reps.	Regional Reps	11/1/20
Agenda item: 12. Comments and Announcements	Presenter: Kim Brown	

Discussion: none.

Agenda item: 13. Adjournment	Presenter: Kim Brown
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Discussion: Motion by Jan Hygnstrom to adjourn. Seconded by Kerry Richards. Motion passed.

Next BOD meeting: October 30, 10:30 CST

Future meeting dates:

November 20, 10:30 CST

December 18, 10:30 CST

January 29, 2021 10:30 CST

AAPSE Liaison Report Form

Name: Tana Haugen-Brown

Email address: thbrown@umn.edu

Liaison to: NPSEC Board

Report date: 9/22/2020

Meeting/Communication date(s): June 6, 2020

Meeting/Communication location: Zoom meeting

Brief summary of key topics or areas discussed as they relate to certification, training, and education:

June 6, 2020

The NPSEC Board has been working on reviewing and approving various policies for NPSEC: WhistleBlower policy, Social Media policy, Photo/Video/Audio consent & release form. Also review job responsibilities and compensation for NPSEC contractors. The board is investigating setting up a NPSEC PSEP-IMI funds investment account. Tom reported that the PACT conference has been postponed to the week of July 19, 2021 due to COVID-19. NPSEC is working on writing ti's first annual report to stakeholders and will send out a draft for the board to review. NPSEC staff reported on various projects including Respirators, IPM Pesticide Safety Education, Pacific Island PSE, Invasive Species, Caribbean Islands PSE, Pollinators, and Paraquat Label-mandated Training.

Issues AAPSE may need to address:

None

AAPSE Liaison Report Form

Name: Tana Haugen-Brown

Email address: thbrown@umn.edu

Liaison to: NPSEC Board

Report date: 9/22/2020

Meeting/Communication date(s): September 22, 2020

Meeting/Communication location: Zoom meeting

Brief summary of key topics or areas discussed as they relate to certification, training, and education:

September 22, 2020

Reviewed the NPSEC board member positions up for re-election/appointment. There are several:

- i) AAPSE Liaison – Tana Haugen-Brown
- ii) North Central Region – Clyde Ogg
- iii) Southern Region – Don Renchie
- iv) Western Region – Mike Wierda
- v) Northeast Region – Candace Bartholomew (retirement)

Discussion on NPSEC store sales and how the board can write a report that better explains better the costs and income. The board continued discussion on possibly establishing an investment account to help sustain the NPSEC PSEP-IMI work to support PSEPs in the future. The first annual NPSEC Report to Stakeholders is finished and will go out soon. PSEPs are starting to use the Adobe Stock photos account that NPSEC has available. NPSEC will do some more promotion of this service so PSEPs know of its availability for them to use. NPSEC staff gave brief reports on various projects including new stakeholder engagements UMASH, Southern IPM Center, National School IPM network, Pollinator Partnership and North American Pollinator Protection Campaign Pesticide Education Task Force, and CropLife America Sustainability.

Issues AAPSE may need to address:

The AAPSE Liaison position that Tana Haugen-Brown filled when Faye Golden stepped down last year, is up to be refilled this year (end of 2020) for a 3 year (2021-2023). Tana is willing to continue on the NPSEC Board if AAPSE sees fit that she would continue to fill that role. The appointment of a AAPSE liaison to the NPSEC board will need to be addressed at an upcoming AAPSE Board meeting. Please let Tom Smith and Tana Haugen-Brown know of your decision.

MEMBERSHIP COMMITTEE MINUTES

Date: 9/23/2020

Time: 12pm cst

Facilitator: Sonja Thomas

In Attendance

Sonja Thomas, Gene Merkle, Jessica Lenker, Jan Hystrom, Lynn Van Mahen

Approval of Minutes

Minutes reviewed from past meeting

New Business

- New Membership Orientation
 - The committee felt that they could do a better job if they moved the new member meet and greet to late January. Gene Merkle and Sharon Gripp agreed to work together to develop the event.
 - The committee felt that it would be fun to have each new member pre record a 1-2 min introduction that would be presented at the meeting
 - They also indicated that they would like each committee to record a “skit” about what they do and why you should join.
 - Sonja will compile a list of new members from 2019 and 2020

AAPSE Memberships

- The committee would like to see if we can “force” the system to only allow membership renewal from January 1- Dec 31st due to the fact that this is in the bylaws
- It was discussed that we should take our concerns about the website to the EC and full board to discuss other options to better serve the membership process.

Selection of a new Co-Chair

- Sonja stated that she wanted to step down as co-chair and serve as a liaison for the membership committee. It was agreed by the committee to wait until after our new member orientation to step down.
- Sonja agreed to add a description of the role during the next meeting.

Logos

- The group agreed to discuss logos at the next meeting

Next Meeting

October 23, 2020 12pm CST

Meeting Adjourned at 1:01pm