

**Minutes - AAPSE Board Meeting**  
**1:15 – 5:30 pm, August 16, 2006 and 8:15 – 11:50 am, August 17, 2006**  
**Fargo, North Dakota**

**Attendees: Phil Nixon, Jim Parochetti., Dean Herzfeld, Ples Spradley, Jim Wilson, Liz Braxton, Natalie Clifton, Margaret Tucker, Joanne Kick-Raack, Bob Wolf, Carrie Foss (via phone). Guests: Andrew Martin, Fred Whitford, Cindy Floc, Andrew Thostenson.**

**1. Call to order (Kick-Raack)**

The American Association of Pesticide Safety Educators (AAPSE) Board of Directors (BOD) Meeting was called to order by President Joanne Kick-Raack at 1:15 p.m. with introductions and general announcements.

**2. Minutes (Wolf)**

The minutes of the 2005 AAPSE Board Meeting in Madison, Wisconsin were presented. The minutes were previously approved.

**3. Treasurer's Report (Herzfeld)**

- a. Membership update - see handout dated 8/8/06.
  - 1. 152 members this year (down from 162 in 2005), revised 8/16/06
  - 2. 12 new, thus 22 did not renew
  
- b. Detailed report filed as of July 31, 2006 – see handout
  - 1. \$45,671.00 balance
  - 2. \$25,354.40 savings
  - 3. \$1,416.51 PSEC
  - 4. \$ 1,034.08 Gifts
  - 5. \$ 8,298.24 checking
  - 6. \$ 3,228.30 Cert. 20
  - 7. \$ 3,228.30 Cert. 21
  - 8. \$ 3,111.17 Cert. 31

**4. President's Report (Kick-Raack)**

- a. Busy year
- b. Attending every regional meeting
- c. Maintaining contact with Jim Parochetti in WDC office
- d. Keeping in contact with ECOP
- e. Many contacts with EPA
- f. Attended AAPCO - gave AAPSE update and participated on panel on competitive funding. They are sending a letter of support for AAPSE...referenced later.

- g. RFP information – our influence may have gotten privates removed and limited to non-profits.
- h. CAST – leadership training in June
- i. Competitive funding – may get to participate in the review process?
- j. Core Manual – Will be flexible for states to add information.

## 5. Washington Staff Report (Jim Parochetti)

Jim has replaced Monte Johnson. Currently with USDA. Previously was with PAT in 1980's.

## 6. Action Items

- a. PESP funding update...
  1. Should we create a statement about funding, competitive or other?
  2. We have one from the past – maybe revise.
  3. This needs to be a written statement.
  4. The statement should be very specific.
  5. Reference Joanne's powerpoint from the AAPCO meeting.
  6. Joanne has prepared a 1½ page document.
  7. Ples moved, Jim seconded that the board move forward with a statement now. Passed unanimous. This will be a statement issued from the board.
- b. National Meeting...
  1. What is AAPSE's role for this meeting?
  2. Ples, Roger, and Carol are on the planning committee. Notify members, ask for ideas.
  3. Does AAPSE want to suggest topics? Nothing suggested at this time.
- c. President's term...
  1. Committee has presented some scenarios.
  1. Will require member vote with by-law change.
  2. Discussion: create a fifth officer (v-p), board elect member at large, reduce current term of president from 6 to 4 years.
  3. This new officer could do membership, committee, and liaison coordination.
  4. Further discussion: spread the work load by including the board and making special assignments to help executive – not add an office.
  5. Phil moved and it was seconded by Liz to shift workload to regional directors. Motion passed. The board will determine the shift, see discussion later.
  6. Natalie moved and Phil seconded that a new EC member position be placed on the AAPSE board of directors. Annually, a Regional director representative will be elected to the EC to fill out the 5-member EC. This will be upon approval of term vote. Passed.
  7. Phil moved and Liz seconded that a term shift for president occur with one year as president elect, two years as president, and one year as past president.

Motion passed unanimously. Natalie will coordinate with Roger Flashinsky to implement properly.

- d. Leadership Conference Report...
  1. CAST Leadership conference was attended by Ples, Dean, and Joanne. Two handouts from Ples were reviewed.
  2. Discussion of the MacMillan Matrix – a program designed to help non-profit organizations.
  3. Use a web training to educate the membership using case studies.
  4. Discussion of what could be achieved.
  5. An adhoc committee was appointed – Ples will cochair with Jim Wilson. Jim will work with the technical concerns and Ples the content. Fred (AAPSE) and Liz Braxton (SLA) will help with the programming part of an approach.
  
- e. Professional Development...
  1. Several items discussed with no action items at this time.
  2. The efforts of the adhoc committee above may influence future programming.
  
- f. CAST Report...

Bob Wolf to ask e-committee to include a link to CAST to the AAPSE web site and prepare an email to encourage individuals to join CAST
  
- g. E-extension...

Communities of practice within e-Extension cover many topics. The University of Illinois PSEP program is providing homeowner pesticide safety information to the home horticulture program site. AAPSE as an organization will not become involved directly, although individual coordinators may become involved.
  
- h. 25-b Resolution...

Whether or not to develop a resolution concerning FIFRA 25b pesticides was passed off to the Resolution Committee. Larry Schultze has a heavy interest in this topic and would be an excellent person to involve on this topic. It was suggested that the Resolution Committee review the AAPCO resolution and amend it as necessary to address educational concerns.
  
- i. Strategic Engagement...

It was asked whether AAPSE should apply for grants from EPA. To fulfill probable grant requirements, AAPSE would need to hire a person to do it. Defined projects would need to be determined for AAPSE to pursue grant funds. A workshop or other meeting might be an appropriate grant project. Webcasting might be another project. National projects involving a series of grants from EPA could include funding of a part-time person to coordinate the project plus apply for additional grants. Concern was expressed about taking grant dollars away from state programs that needed these funds. It was decided that AAPSE would not pursue EPA grants at this time.

- j. Regional Director Workload Shift...  
Treasurer Dean Herzfeld needs help with the membership duties. It was pointed out that there is an AAPSE membership committee. It was suggested that if a board member is in charge of membership, then that person should be chair of the membership committee. The membership committee chair should be a member of the board or even the Executive Committee. It was suggested to use regional directors to function as membership facilitators who would contact individuals about joining AAPSE or renewing their memberships.

Other regional director responsibilities were discussed. Several will be needed to serve as liaisons with AAPSE committees. The Executive Committee will come up with a plan to implement this action. The Executive Committee will develop a list of director duties and make them available to the directors.

New regional directors should be given a 10-15 minute orientation session on their duties. An alternative would be that the AAPSE website should have a category of director duties. This should be addressed by the Executive Committee.

It was pointed out that EPA commonly asks individuals to be AAPSE representatives on their committees rather than giving AAPSE the opportunity to select them. However, Amy Brown was nominated by AAPSE to be on the PPDC. She is an academic representative on the PPDC; there is no designated AAPSE seat on the PPDC.

- k. CTAG, WPS, C&T...  
It was asked whether AAPSE should formulate a position on recent CTAG recommendations. Several issues will be difficult to come to an agreement due to differing opinions among the membership. At least some of the issue papers that have been produced are too vague to determine whether there are specific concerns. It is still difficult to determine what EPA's approach will be. It was determined that the CTAG recommendations are too premature at this time for AAPSE to develop a position. It was suggested that there are enough differences of opinion within the AAPSE membership, that AAPSE should not take a position on at least some of the issues. AAPSE's role for the near future will be to keep the membership informed of CTAG developments.

Open positions on CTAG need to be filled for meetings that will be held in November. Carol Ramsay's term as the AAPSE representative is ending. It was suggested that the new official liaison from AAPSE should be someone from the AAPSE board. The CTAG term is for three years.

- l. Web Cast Update...  
Web casts of several educational sessions at the NCR meeting were broadcast. There were 15 web attendees on first day of the meeting, 20 logins on the second day, and 9 on the last day. Some that tried to attend via the web had problems

properly receiving the broadcasts, but others had good connections. Broadcasting from a hotel probably limited its effectiveness. The web casts were recorded and will be put on the AAPSE website. Andrew Thostenson gave the report. In the future, web casts could be done monthly as continuing education. Web casts could function as updates to trainers as well as to coordinators.

**Resolution:** Whereas the AAPSE organization was able to conduct its first web cast to its membership and whereas this was made possible by Andrew Thostenson and Bruce Sundeen at North Dakota State University, the AAPSE Board would like to express our sincere appreciation to Andrew and Bruce for their generous support of this professional development effort.

There should be a member's only portion of website, which would include most, if not all, of future web casts. In the future, there may be possibilities for fee access to certain updates on website. Increased information availability may reduce meeting attendance, so a method to recoup some of those funds may need to be implemented. It cost \$1000-1500 in real and in-kind costs to provide web casts at the NCR meeting.

m. General...

What other ways can we let our membership know of what AAPSE is doing for them to stimulate member interaction.

1. A need to update – newsletter, president report, via the AAPSE website.
2. Discussion regarding posting things, copyright issues.
3. 'MY' materials are not developed by CES funds anymore.
4. As coordinators we have little time to do extra, so often do not get our information available to share in newsletter or on website
5. Discussed hiring a person to do AAPSE promotions, newsletters, website updates – by the hour concept for a year.
6. Or can we get someone to volunteer?
7. Regional person prepares and sends to national coordinator to organize and distribute. Two times per year.
8. Bob moved and Ples seconded that the regional directors as a committee work to determine a resolution to a national newsletter concept. Passed.
9. Ed Crowe submitted a letter stating that AAPCO continues to support AAPSE.

**7. Committee Reports**

Jim Wilson moved and Ples Spradley seconded accepting the committee reports as submitted. The motion carried by a unanimous voice vote.

The board meeting adjourned at 11:50 a.m.