

**MINUTES OF THE VERTEBRATE PEST COUNCIL MEETING**  
**Dona & Toni's Pizza, Hilton Waikoloa Village**  
**Waikoloa, HI**  
**3 March 2014**

**1. Call to Order**

The meeting was called to order by John O'Brien at 19:32 Hawaii Standard Time. In attendance: *Rex Baker, Roger Baldwin, Charlie Crabb, John Eisemann, Kathy Fagerstone, Brian Finlayson, Paul Gorenzel, John O'Brien, Terry Salmon, Robert Schmidt, Jon Shelgren, Mike Taber, Robert (Bob) Timm, and Dirk Van Vuren.* Also attending were guests Mary Ann Baker, Donald Fagerstone, Karen Finlayson, Jennifer Rousseve, Timi Fisher, Jordy Guth, Kristina Norberg, Caroline Shugart, and Shelley Taber.

**2. Conference Updates**

**a. Field trip:** Kathy Fagerstone indicated that the Field Trip was a big success. She heard nothing but positive remarks. Approximately 90 individuals attended the field trip at a cost of \$60 per person.

**b. Registration:** Charlie Crabb indicated that 244 individuals had registered for the Conference; more were continuing to register (the final tally was 255). Charlie also indicated that we met our required room block for the hotel. There was one mistake in the Final Program. The start time was inadvertently listed as 9:00 in one portion when it should have stated 8:30. Amber Shrum sent out an e-mail to all Conference attendees clarifying this time discrepancy.

**c. Program chair:** John Eisemann indicated that the program came together quite nicely. He indicated that the FTP site where presentations were being uploaded was quite slow. This was slowing his ability to download them onto the laptops. John solicited help from the Council to assist with this process. John indicated that we had a few speaker cancellations, but he was hoping to fill some of those slots with back-up speakers. John also indicated that visual timers would be available to track speaker times; he felt this would be a big help to the moderators for each session.

**d. Local arrangements:** Charlie Crabb indicated that all the presentation rooms were set up for the Conference. Minimal refreshments (mostly beverages) will be provided at morning and afternoon breaks throughout the Conference, given the high cost of catering. Charlie noted that the Poster Session would occur on Tuesday evening, the Speaker Breakfast would occur on Wednesday morning, and the Vendor's Forum was set for Wednesday evening. A cash bar would be available for both Tuesday and Wednesday evening; heavy hors d'oeuvres would be provided on Wednesday evening as well.

**e. Poster displays and student presentations:** Stella McMillin was unable to attend the Conference, so John O'Brien provided the update. John noted that the poster display boards would be in place Tuesday morning, and that push pins would be provided for the posters. Charlie Crabb agreed to assist poster presenters with any questions or logistical concerns pertaining to poster set-up.

**f. Commercial displays:** Roger Baldwin indicated that 7 companies signed up for Commercial Exhibits, although one had to cancel at the last minute due to a family emergency. This number was somewhat lower than for other more recent VP Conferences. The primary reason stated by companies who had displays previously was the cost and distance associated with the Hawaii location.

**g. Continuing education:** Rex Baker indicated that we received more CE credits for this Conference than during years past. We received 20 hours of credit for the Conference sessions, and 4.5 hours of credit for the Field Trip. We also received 0.5 hours credit each for the Poster Session and the Vendor's Forum. Rex noted that the increased number of hours accredited was due in part to how the presentation descriptions were written. Another major factor was that we did not have opposing sessions with potential CE units available. Rex thanked John Eisemann for setting up the program in such a manner as to allow us to maximize CE units. Judy Letterman from PAPA was also very helpful in getting the approved CE units for the Conference.

**3. New Business:** John O'Brien indicated that we had received applications for membership onto the Vertebrate Pest Council from Marc Kenyon (CDFW) and Ashley Freeman (CDPH). Paul Gorenzel moved to accept their applications. Second provided by Roger Baldwin. Motion passed.

**4. Additional Announcements:** Roger Baldwin noted that the Position Vacancy Announcement (PVA) for the Vertebrate Pest Management Advisor position to be housed at the South Coast Research and Extension Center in Irvine, CA had been approved. He brought copies of the PVA for distribution at the Conference, and he made arrangements to have it announced during the Conference.

The Council meeting was adjourned at 20:00.

*Minutes prepared by Roger Baldwin.*