

MINUTES OF THE VERTEBRATE PEST COUNCIL MEETING
Plant Pest Diagnostic Center, California Department of Food and Agriculture
Sacramento, CA
14 November, 2013

1. Call to Order

The meeting was called to order by John O'Brien at 10:06 Pacific Standard Time. In attendance: *Rex Baker, Roger Baldwin, Charlie Crabb, Ed Duarte, Paul Gorenzel, Stella McMillin, John O'Brien, Robert (Bob) Timm, and Dirk Van Vuren.* Participating via conference call was: *John Eisemann and Robert Schmidt.* Also attending were guests Michelle Dennis (CDFA), Jennifer Gordon (CDFA), and Marc Kenyon (CDFW).

2. Approval of Minutes of the 22 August, 2013 Meeting (Sacramento, CA)

Rex Baker moved to accept the minutes. Second provided by Charlie Crabb. Motion approved.

3. Business Managers Report

Charlie Crabb provided the business report. As of 12 November, 2013, the Council had \$22,928.09 and \$15,348.52 in its checking account and time deposit CD, respectively. Charlie indicated that we have received payment from the Pesticide Applicators Professional Association (PAPA) for the off year workshops. The final amount was \$4,881.50. The Council has also received a reimbursement on Proceedings sales from the University of Nebraska School of Natural Resources Map and Publication Store for the amount of \$1,038.54. Significant Council expenses since the last meeting included \$3,500 to cover the Business Manager's fee, a catering and room charge deposit of \$5,000 to the Hilton Waikoloa Village, and \$1,750.86 for postage and mailing of Proceedings and advertisements relating to the 25th and 26th Vertebrate Pest Conferences.

Rex Baker moved to approve the Business Report. Second was provided by Dirk Van Vuren. Motion approved.

4. Old Business

Proceedings of Vertebrate Pest Conference update: Bob Timm reiterated that we have now received payment from the University of Nebraska School of Natural Resources Map and Publication Store for Proceedings sales. Charlie Crabb noted that we should now expect payment approximately every 6 months for Proceedings sales.

IPM vertebrate positions with the University of California (UC): Roger Baldwin provided an update. He noted that UC Division of Agriculture and Natural Resources (DANR) did not decide to refill the IPM Advisor position formerly held by Roger Baldwin. Instead, they proposed that the UC Statewide IPM Program submit a proposal for this position when DANR releases its call for academic positions next year.

Roger also noted that UC Division of Agriculture and Natural Resources (DANR) should begin recruitment in February or March 2014, for the Area Advisor position in southern CA.

This position will focus on urban-suburban human-wildlife conflict in southern CA, and will be housed at the South Coast Research and Extension Center in Irvine.

5. New Business

Committee Reports

a. Program chair: John Eisemann provided the update. He noted that we are moving forward with three concurrent sessions for the 2014 Conference. John also noted that he has already received positive feedback on the quality of the program. As far as presentation time-slots are concerned, John indicated that we are lacking 2–3 talks on management of feral cats. Robert Schmidt reiterated that we will have a few timeslots to fill for the feral cat management section, and he is currently working to get those timeslots filled. There may be another timeslot or two that we will need to fill as well. However, John mentioned that he has already been contacted by several individuals who are interested in presenting at the Conference, so there should not be a problem filling potential vacancies. John also mentioned that he has approved 14 posters for display at the Conference.

Many of the presenters at the Conference are National Wildlife Research Center (NWRC) employees. John mentioned that NWRC will be deciding in the near future which of their researchers will be able to travel to the Conference. John indicated a maximum of 8 would be able to attend. For those who cannot attend, other NWRC researchers should be able to fill in to present their papers.

John will begin putting together the Final Program for the Conference in December. At that time, John will be soliciting information from presenters for inclusion in the Program. John asked the Council how CE credits were reported in previous Programs. Rex Baker indicated that the only reference to CE credits in the past has been an overview comment that indicated that “XX” number of CE credit hours has been sought. John indicated that he would like to add information on which presentations have received CE credit hours in the Program. The Council was in general agreement that this was a good idea. John will work with Rex to figure out how best to accomplish this.

b. Arrangements: Charlie Crabb indicated that he will soon begin addressing room set-up and other related issues for the Conference. At this point, it looks like we will have one large and two smaller rooms for concurrent sessions. John Eisemann indicated that during the national Wildlife Society Conference that was held at the same locations, there was some confusion as to where field trip attendees were to load up on the appropriate buses. Charlie will look into this to make sure that meeting locations are properly advertised.

On other related topics, Charlie is working on contracting all audio-visual equipment, he is looking into the possibility of 3rd party field trips, and he is looking at a 3rd party to rent easels from for poster displays. Charlie also noted he was forwarded an e-mail from Roger Baldwin that indicated that there was a local company (Kona Business Center) willing to provide all printed materials for the Conference. Charlie is looking into their prices.

c. Field trip: John Eisemann provided the update for Kathy Fagerstone. John indicated that the route for the field trip has been decided. This field trip will travel over the Saddle Route and will include a number of interesting topics including stops at macadamia nut orchards and the USGS facility at Volcano National Park. John mentioned that the timing for the field trip must fit into the bus drivers' allotted hours, so this will influence the final agenda. Buses for tours in Hawaii are smaller than what we typically utilize in California. As such, a greater number of buses will be required for this field trip.

One question that arose was what number of attendees to cap the field trip at. Bob Timm suggested around 100, although Kathy can use discretion on the final number depending on the size of the buses. Rex Baker also indicated that he will need information on the duration of each stop on the tour so that he can apply for CE credits for the field trip. John and Kathy will work to get Rex this information.

d. Publicity: Dirk Van Vuren noted that the next round of advertising for the Conference will occur within 2–3 weeks. Rex Baker indicated that it might be worthwhile to again contact the Hawaii Pest Control Association to drum up additional local interest. After some discussion about local academic institutions, John Eisemann indicated that he would contact Will Pitt about the potential to advertise further at Hawaii universities. Bob Timm inquired if it would be worth sending reminders of the Conference via post card. This is being considered.

e. Commercial displays: Roger Baldwin indicated that we currently have three companies (Critter Control, Tomahawk Live Trap Company, and Van Beurden Insurance Services, Inc.) signed up for commercial displays. Seven additional companies have expressed an interest, but have not made any commitment at this time. Roger also indicated that two companies have agreed to sponsorships; Critter Control agreed to sponsor one refreshment break, while Van Beurden Insurance Services, Inc. has agreed to a general sponsorship of \$250.

f. Poster displays and student presentations: Stella McMillin indicated that she had been contacted by 9 students that are seeking travel awards. After some discussion, Charlie Crabb moved to cap the number of travel awards at 15 with a final submission date of 1 February, 2014. Rex Baker provided the second. Motion passed. Bob Timm will add this information to the website. It was also mentioned that the size of the posters needs to be established for the Conference. Roger Baldwin noted that in the past, posters have typically been 3 ft × 3 ft.

g. Continuing education: Rex Baker indicated that he has CE narratives complete for current speakers, although Rex does still need information on speaker times for submission for CE credits. After some discussion with Judy Letterman from PAPA, Rex has decided to seek CE credits for the Poster Session. Rex is looking at the 5:30–6:30 timeframe on Tuesday evening for CE credits for the Poster Session. Rex is also looking at the possibility of obtaining CE credits for Vendor Displays/Demos during Wednesday evening. Rex noted that Judy Letterman suggested letting her know if attendees from

other states are coming. If so, she can fairly easily seek CE credits for them for most western states.

h. Sponsorship levels selection: Charlie Crabb indicated a revision to sponsorship levels. We now have three levels of sponsorship: silver, gold, and platinum. They are as follows:

1. Silver Sponsors
 - General sponsor at \$250–\$750
2. Gold Sponsors
 - Poster Session Sponsor at \$1,000
 - Refreshment Break Sponsor at \$1,250 (six available)
 - Field Trip Lunch Sponsor at \$1,500
3. Platinum Sponsors
 - Portfolio Sponsor at \$2,500
 - Speaker's Breakfast Sponsor at \$3,000
 - Evening Reception Sponsor at \$5,000

i. Registration: Bob Timm indicated that Amber Shrum will again be coordinating registration. Bob led a discussion on gifts for Conference attendees. Suggestions included customized notepads, a foldable water bottle, and backpack/beach tote bag. Bob will pursue these and other options.

j. Conference Proceedings: Bob Timm noted that he will be mailing out printed copies of manuscript instructions to all Conference presenters; this will hopefully increase compliance to Proceedings guidelines.

k. Speaker breakfast: Bob Timm noted that we need to consider the specifics associated with the Speaker Breakfast. In the past, the Speaker Breakfast was typically held on Wednesday morning. The Council agreed that this would be an appropriate time. Rather than advertising this breakfast, the Speakers will be notified directly of the breakfast.

2016 VPC: Charlie Crabb did not have any update to provide at this time.

6. Additional Business: None was presented.

7. Next Council meeting was set for 3 March, 2014. The meeting will occur at the Presidential Suite at the Hilton Waikoloa Village. Start time will be 19:00.

The Council meeting was adjourned at 12:00.

Minutes prepared by Roger Baldwin.