

Minutes of the Interim Board of Directors Meeting
American Mosquito Control Association
October 19, 2015

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AMCA Board Members in Attendance

Ken Linthicum, President
Stanton Cope, President-Elect
Wayne Gale, Vice President
Steve Mulligan, Past President
Gary Hatch, Treasurer
Larry Smith, Industry Director
Paul Capotosto, North Atlantic
Dennis Salmen, Mid-Atlantic
Chris Lesser, South Atlantic
Jason Kinley, North Pacific
Zane McCallister (via conference line), West Central
Becky Cline, South Pacific

AMCA Staff

Dan Lemyre
Lori Jenssen
William Schankel
Joe Conlon

Not in Attendance

Ildefonso Fernandez-Salas, Latin America

CALL TO ORDER:

President Linthicum called the AMCA Interim Board of Directors Meeting to order at 8:00 AM on October 19, 2015.

STAFF INTRODUCTIONS:

Mr. Dan Lemyre introduced Ms. Lori Jenssen and Mr. Bill Schankel to the board.

APPROVAL OF AGENDA:

President Linthicum reviewed the items on the agenda.

- **ACTION:** A motion was made to approve the agenda as presented. The motion was seconded. The motion passed unanimously.

CONFLICT OF INTEREST POLICY:

President Linthicum presented the Conflict of Interest Policy that was provided in the packet. It was requested that each director read and sign this form, and return it to Ms. Lori Jensen.

CONSENT AGENDA:

The board reviewed the items on the Consent Agenda .

- **ACTION:** As there were no questions, or any suggestions to remove an item from the consent agenda, a motion to approve the agenda was made and seconded. The motion was approved unanimously.

APPROVAL OF MINUTES:

President Linthicum directed the board to the minutes of the July 14, 2015 meeting. A question regarding follow up on the Annual Meeting evaluation comments was asked. Ms. Lori Jensen indicated that she would followup on this. The bylaws changes and the MOU with FMCA (Wing Beats) were also brought forward as items that need to be addressed.

- **ACTION:** A motion was made to approve the minutes as provided. The motion was seconded. The motion passed unanimously.

REVIEW OF 2014 MEMBER SURVEY:

Ms. Lori Jensen reviewed the preliminary results of the 2014 Member Survey that was provided to the board. Three items were noted:

- Next year, the survey should include an offer to the respondent to be contacted if their responses are negative.
- The Career Center may need to be enhanced.

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- Field Technician certification is important to a majority of the survey respondents. Additional research, including associating a certification with the PESP program, needs to be done.
- **CHARGE:** Headquarters will modify the member survey to offer respondents the option to be contacted.

TREASURER'S REPORT:

Mr. Gary Hatch summarized the fiscal year-end financial statement. Based on the Legislative Advocacy Fund policy, \$26,153.25 should be transferred to the Legislative Advocacy Fund.

The year-end audit is currently being completed.

Discussion regarding the Young Professional (YP) accounts addressed the need to redesignate the two funds as "expenses" and "travel". The leftover funding from travel stipend sponsorship was not shown in the accounts and needs to be researched.

- **CHARGE:** Headquarters will research the funds of both YP accounts, including the travel stipend sponsorship money, the 50/50 cash raffle proceeds and the initial sponsorship funds by AMVAC.

The board also agreed that the YP Social event should only spend up to the amount that has been sponsored (last year, this event went over budget due the amount of people that attended).

2015 ACTION ITEMS:

A brief review of the Action Items for 2015 was conducted.

2016 ANNUAL MEETING UPDATE:

Mr. Wayne Gale gave an update on plans for the 2016 Annual Meeting, including a draft of the schedule of presentations. He suggested that we look at a clearer method of submitting papers, as some symposia submissions were found under general submissions.

There are still missing abstracts, and it was suggested that the organizers be informed to send their abstracts directly to Mr. Bill Schankel for inclusion.

The exhibitor lottery was discussed, and Headquarters suggesting that we rework the process to allow for more fairness, with parameters that will consider an exhibitor's overall support over a set amount of past years.

2019 ANNUAL MEETING SITE SELECTION:

Mr. Bill Schankel presented the board with the top three proposals that included: Caribe Royale, Buena Vista and Disney Coronado Springs. Each proposal had items that were a concern, such as a high F&B minimum, and it was suggested that site visits be conducted before a final decision is made. A final decision can be made via a conference call in November.

- **CHARGE:** Mr. Peter Connelly has offered to conduct some of the site visits. Working along Mr. Bill Schankel, the board will be given an update on the findings in a conference call in November.

AWARDS COMMITTEE UPDATE:

Mr. Steve Mulligan reviewed the Awards Committee recommendations.

- **CHARGE:** Ms. Lori Jenssen will determine if there are funds remaining in the George B. Craig Memorial Award Fund and when the last time it was awarded. It is possible these funds were rolled into the Student Competition Fund about 4-5 years ago. In addition, Ms. Lori Jenssen will research the policy for family members to attend for awards.
- **CHARGE:** The board requested that awards from 2015 be added to the AMCA website.
- **ACTION:** A motion was made to approve the Awards Committee recommendations. The motion was seconded and unanimously approved.

FINANCE COMMITTEE REPORT:

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- **ACTION:** Treasurer Mr. Gary Hatch made a motion to approve the Legislative Advocacy Fund transfer in the amount of \$26,153.25, with remaining revenue kept in the general fund. The motion was seconded and unanimously approved.
- **ACTION:** The board requested further discussion on what the next steps would be regarding revenue once the Legislative Advocacy Fund cap is met. This will be added to the next board meeting agenda.

LEGISLATIVE COMMITTEE REPORT:

Ms. Angela Beehler (via conference call) summarized the activities of the Legislative & Regulatory Committee. NPDES and Fish & Wildlife rulings are both set for after the first of the year. She will be focusing on the Washington Conference as she will not be attending the AMCA Annual Meeting in Savannah.

The board also feels that Mr. Joe Conlon's membership on the Pesticide Program Dialogue Committee is not necessary, but that he should continue to attend meetings of the Public Health Work Group.

MEMBERSHIP COMMITTEE REPORT:

Ms. Lori Jenssen summarized the report. Members of a task force to formulate a pest control company level of membership were selected and include Mr. Dennis Salmen and Mr. Zane McCallister. There are only about 6-9 pest control companies that are currently members, so there may not be a large market for this type of member. The task force must address the issue of logo use (not allowed). For membership, individuals can join on their own, but sustaining memberships must be board-approved.

Per the Committee report, a bylaws change will be needed to incorporate the previously-agreed upon Retired member subcategory.

- **ACTION:** A motion was made to approve the preparation of a bylaws change for a retired member subcategory. Motion was seconded and passed unanimously.

YOUNG PROFESSIONALS (YP) GROUP:

Ms. Kristy Burkhalter, via conference call, reviewed the committee report, including plans for the upcoming annual meeting. The YP group will have several events, including a YP Symposium, a pre-conference workshop, and an exhibit booth. There are already five confirmed YP travel stipend sponsors. AMVAC has agreed to sponsor the pre-conference workshop on Saturday.

For long-term planning, the YP Advisory Group would like to establish a "roadmap". A credit-earning program could be established that would give young professionals the technical and professional skills that are desirable by future employers. This would not be a certification program.

CERTIFICATION TASK FORCE:

The board was updated on the work of this task force via an email from Ms. Roxanne Connelly, read by Ms. Lori Jenssen. This included conversations between the AMCA Certification Task Force and ESA, resulting in the desire to potentially develop a Public Health version of the ACE program or whatever credentialing outcome makes the most sense. After two conference calls, it was reported that:

- AMCA is currently surveying their membership for interest in credentialing and;
- If sufficient interest exists, AMCA may convene a town hall, focus group, or both during their February meeting to discuss options.

The board had the following insight regarding the idea of Certification:

- Determine who would develop the curriculum (ESA or AMCA?)
- Would there be a cost to AMCA?
- Would this be offered at a discount to AMCA members (but not taken out of our current membership revenue)?
- Would the participant get a certificate?
- What is the minimum number of participants to make the program viable?
- It should be a benefit to the AMCA member.
- What is the difference between this and an ACE certification?
- The board agreed that a town-hall type of meeting during the AMCA Annual Meeting would be a good idea.

CHARGE: Ms. Lori Jenssen will continue to work with the Certification Task Force to include a town-hall type of meeting during the annual meeting so we can gauge the interest of the membership in a certification program.

MOSQUITO RESEARCH FOUNDATION:

Prior to discussion, President Linthicum disclosed that his lab has received funding from the MRF, and therefore has recused himself from discussion.

Mr. Craig Downs, current President of the MRF, joined the board meeting via conference call. A brief history of the MRF, and the need for a new Administrative firm was discussed. As requested, AH prepared and distributed to the board a proposal for incorporating MRF into AMCA. Both the pros and cons were outlined by members of the board, and included:

- Past funders have been contacted and have agreed to continue to contribute to the fund, even if MRF is reorganized with AMCA
- Current board is willing to assist in reviewing funding proposals (vetting committee is in place)
- Most funding (25%) is California-based and it might be difficult to make the Foundation national
- Continual outreach is needed to get more funding
- MRF could be a way of pooling money for research
- Only MCD's would fund; not public health departments or county funding
- Public relations would come with joining the national AMCA; it would be a value-added component
- Concept is great for smaller districts who cannot fund research
- Worse-case scenario: if not successful, it goes away

A straw poll indicated that there was not a consensus at this point, and Regional Directors were asked to go back to their districts and find out if the districts would support the MRF if incorporated into AMCA. The topic will be added to the November conference call.

ArcGIS SUBSCRIPTION:

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Mr. Gary Hatch provided a presentation outlining the ArcGIS subscription that AMCA has been offered. A Committee would be needed to get up and running and, once started, we have one year to complete (at no cost). It may be a challenge to get and maintain useable, good data.

- **ACTION:** A motion was made to have Mr. Gary Hatch form a committee to work on the ArcGIS product. The motion was seconded and approved unanimously.

PUBLICATIONS COMMITTEE:

The Publications Committee, via their previously-submitted committee report, has recommended that AMCA consider going full open access with the Journal. In print form, it is not competing well with other journals. Submissions are down, and the submissions are not as high in quality as they should be. Open access will help. The SOVE went online with their journal and is doing well.

- **ACTION:** A motion to accept the Committee Report and to charge AH with providing information regarding an open access journal was made, seconded, and approved. The information should be provided by the February board meeting.

WING BEATS MOU:

The proposed Memorandum of Understanding between the Florida Mosquito Control Association and the AMCA was distributed in advance of the meeting and reviewed by the board. President Linthicum asked if the directors had any concerns regarding this agreement. It was reported that any financial issues that had been a concern are now gone, based on this agreement.

- **ACTION:** A motion was made to accept the Memorandum of Understanding. The motion was seconded and approved with one opposition.

EXECUTIVE SESSION:

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The board went into Executive Session.

- **ACTION:** A motion was made to provide the Technical Advisor with a bonus of \$10,000. The motion was seconded and approved unanimously.

ADJOURNMENT:

- **ACTION:** After returning from executive session, a motion was made to adjourn. The motion was seconded and approved unanimously.

The meeting adjourned at 4:17 PM.