American Mosquito Control Association
Interim Board of Directors Meeting
Thursday, 12 November 2020

Minutes
Salt Lake City, Utah

Present

AMCA Board Members in Attendance
President   Dr. Ary Faraji
President-Elect   Dr. Mark Breidenbaugh (attended virtually)
Vice President   Mr. Dennis Wallette
Past President   Mr. Jason Kinley
Treasurer   Mr. Gary Hatch
Industry Director  Dr. Broox Boze (virtual)
North Atlantic Director  Ms. Priscilla Matton
Mid-Atlantic Director  Dr. Brian Byrd (virtual) (left meeting at 1:00 pm)
South Atlantic Director  Mr. Christopher Lesser (left meeting at 1:00 pm)
West Central Director  Dr. Lee Cohnstaedt (virtual) (left meeting at 2:00 pm)
South Central Director  Mr. Herff Jones
North Central Director  Dr. Mark Clifton (virtual)
North Pacific Director  Mr. Gregory Barron
South Pacific Director  Mr. Gary Goodman (virtual)

Staff in Attendance
Megan MacNee, Executive Director; Natalie Perry, Events Manager; Nito Goolan, Accounting Manager

Guests in Attendance
Angela Beehler, Chair, Legislative and Regulatory Committee
David Brown, AMCA Technical Advisor
Kristy Burkhalter, AMCA YP Group Advisor
Dr. Seth Britch, Chair, AMCA Science & Technology
Dr. Isik Unlu, Chair, AMCA Member Education Committee
Dr. Janet McAllister, Chair, AMCA Bylaws Committee
Dr. Michelle Brown, Interim-Chair, JAMCA Editorial Board
Joseph Greenfield, Ruotolo, Spewak & Co.
Dean West & Meg Whedbee, Association Labs

Call to Order/Agenda/Minutes
Meeting was called to order by Dr. Faraji at 8:10 am.

- **Motion** to approve the agenda was moved, seconded, and carried. (Mr. Goodman/ Mr. Barron)
- **Motion** to approve the minutes was moved, seconded, and carried. (Dr. Boze/ Mr. Goodman).

Consent Agenda
- **Motion** to approve the consent agenda was moved, seconded, and carried. (Mr. Jones/ Mr. Goodman)
Treasurer’s Report 2019-2020 Year End Financials

Treasurer Gary Hatch reviewed the yearend financials include the ending loss of $40,391.35, which was just under $13,000 less than budgeted.

2019 Auditors Report

Joseph Greenfield from Ruotolo, Spewak & Co. presented the 2019-20 Auditor Report including that they did not find any material issues with the financials and there was only one adjustment that was prepared by the management company.

Mr. Greenfield also reviewed the financial position, statement of activities summary, and the next steps for filing the 990 and approving the audit.

Mr. Hatch asked a question of Nito Goolan regarding the differences between the year-end report and the audit. Ms. Goolan will be following up on the specific differences.

- Action Item: Staff to follow up regarding differences between audit vs. year-end financials.
- The motion to approve the audit report was moved, seconded, and carried. (Mr. Jones / Mr. Barron)

September 2020 Financials

Mr. Hatch highlighted the most updated financials and included a note that the membership numbers are even better as of last week. Additionally, he highlighted the increase in the legislative advocacy fund from the prior month.

Budget Mock-Up

Mr. Hatch reviewed the new budget mock-up that reflects the changes in revenues and expenses of a virtual meeting. This included the proposed ticket cost for members and non-members. Reviewed the overall impact on the deficit which as currently budgeted would show a slight decrease in the original 2020-21 Annual Budget.

Mr. Hatch noted that there is potential to further reduce the deficit through membership, meeting attendance, and/or sponsorship surpassing budget.

- Action Item: Staff to follow up with version of budget mock-up that includes comparison of approved 2020-21 budget.
- The motion to approve the financial report was moved, seconded, and carried. (Mr. Jones / Mr. Wallette)

Legislative & Regulatory Committee Report

Angela Beehler provided the report to the board. Mrs. Beehler reviewed the regular charges of the committee including actions so far this year. Provided an update on the work of the subcommittees include acknowledging the great work of their chairs.

Mrs. Beehler highlighted expected issues facing the L&R Committee. Reviewed the spending on McDermott, Will and Emery including the retainer and special projects, including the breakdown of costs over the past year.
Mrs. Beehler highlighted the accomplishments of the past year including:

- Pyrethroid proposed interim decision for reregistration
- CDC grant “Improving Clinical and Public Health Outcomes through National Partnerships to Prevent and Control Emerging and Re-Emerging Infectious Disease Threats”
- Clarity on ULV calibration requirements during COVID
- Improved funding potential through VBDN
- Drone (UAS) usage allowed again over federal lands
- Malathion BiOp not finalized

Mrs. Beehler reviewed short-term, mid-term, and long-term priorities. Additionally, Mrs. Beehler reviewed a path for delegating responsibilities while minimizing costs to achieve these goals.

Mrs. Beehler recommended the consideration of the following changes:

- CWA (Clean Water Act) Subcommittee may not be needed
- PESP (Pesticide Environmental Stewardship Program) Subcommittee could be used to pull usage info
- Term limits are being added
- Rework the Chemical Control Subcommittee

Additionally, Mrs. Beehler recommends the following suggestions:

- Committee roundtables
- Invest in Technical Advisor position and Subject Matter Experts
- Workshop for pollinator BMPs
- Workshop for L&R objectives
- Webinar to educate members on L&R to support Sustaining Memberships

Mrs. Beehler recommended the following board actions:

- Authorize AMG to work with members of the L&R Committee
- Renew memberships with RISE and AUVSI (Aerial Unmanned Vehicle Systems International)
- Provide direction/charges based on the survey

• The motion to approve the Legislative & Regulatory Committee report and board actions was moved, seconded, and carried. (Mr. Jones / Mr. Kinley)

Science & Technology Committee Report

President Elect Dr. Mark Breidenbaugh provided the report to the board. Dr. Breidenbaugh updated the board on the status of the AMCA Research Fund including that eight full proposals were received and are now being reviewed. The committee will be back to the board by the end of November and will alert the recipients in December. The standard criteria were used this year, but we will be considering more directed research for upcoming submissions.

Dr. Breidenbaugh brought to the board the consideration of reviewing specific mosquito control related products. The board discussed the pros and cons of reviewing specific products. The board suggested
tabling the discussion to the annual meeting if reviewing products might be the focus of the Research
Fund.

Technical Advisor Report

David Brown provided his report as Technical Advisor. He reported that the role tends to be a 20 plus
hour a week role, versus the average of 20 hours a week as discussed. This has been partially due to
recreating a variety of aspects of the role according to the bylaws, as well as the impact of the
pandemic. Mr. Brown noted his commitment to stay through the next year to fully outline and develop
the structure of the role.

The board acknowledges that they are ecstatic and very supportive of Mr. Brown’s work and that he has
revitalized the position.

Annual Meeting Update

Natalie Perry presented an update on the 2021 Annual Meeting including running through the top three
virtual meeting platforms and providing new timelines for the meeting planning.

Additional discussion took place regarding sponsors and exhibitors, the schedule of the meeting, and
interest in pursuing CEUs.

Bylaws Committee Report

Dr. Janet McAllister presented the report including the recommend changings which include:

- Typos and formatting recommendations
- Addition of an international membership
- Corrections to our regions by adding U.S. Territories
- Updating the election sections to reflect the current electronic election and matching best
  practices for associations
- Clarifications for committees and subcommittees to match current practices

Dr. McAllister went on to present the committee’s recommendations for a new template for the policy
manual.

Additionally, she noted her thanks to Doug Carlson for his services on the committee over the years.

The board reviewed and discussed the recommended amendments to the bylaws.

- The motion to approve recommended bylaw amendments to be presented to membership for a
  vote was moved, seconded, and carried. (Mr. Kinley / Dr. Clifton)
- The motion to approve new segmented template for the policy manual was moved, seconded,
  and carried. (Mr. Kinley / Mr. Wallette)

Next steps were noted to have Dr. McAllister provide a final version for vote and that it will be provided
to the membership 60 days prior to a vote. President Faraji expressed the gratitude of the Board and
Membership for all the hard work that Dr. McAllister, Mr. Jones (as liaison), and the remainder of the
committee members have put forth during this extremely busy year.

Member Survey Results Presentation
Dean West & Meg Whedbee of Association Labs presented the results from the member research conducted over the past year. They reviewed the background and intent of the survey, the methodology, and ran through the demographics of the members responding. Additionally, they reviewed the responses to the environmental scan and goal assessment, as well as the association engagement drivers.

**Membership Survey Discussion**

The board discussed the process and the results of the survey. Including the changing demographics of our membership, the potentially easy fixes to improve membership benefits, and the make up of our membership and engaged non-members.

The board expressed interest in reconsidering a strategic planning process post the COVID pandemic.

- **Action Item:** Staff to take next steps on the process including engaging with the membership and L&R committees to address low hanging fruit issues. And to reassess a formal strategic planning process when it is appropriate to gather post-COVID.

**2025 Annual Meeting RFP Review**

Mrs. Perry presented the bids received from Louisville and Puerto Rico. A discussion followed on the viability of all options including concerns for event space in Louisville, and concerns of multiple hotels and potential image and logistic issues with Puerto Rico.

Mrs. Perry also recommended not making a decision at this time but further investigating and negotiating the bids. Including the ability to have site visits when safe to do so.

- **Action Item:** Staff to pursue all options except the Omni in Louisville due to excessive food and beverages minimum.

**Diversity & Inclusivity Subcommittee (DISC) Report**

Herff Jones presented the report to the board. He provided updates to the efforts to develop a Code of Ethics and Code of Conduct. The request from the subcommittee to ask for funds to support the committee including a sponsored event and an attendee sponsorship program will be tabled until the next budget year due to the transition to the virtual event.

- **Action Item:** The DISC was directed to provide an initial Code of Ethic draft for consideration by the board and any needed committees by the end of the year, of early January by the latest.

**JAMCA Report**

Dr. Michelle Brown presented the report to the board. She provided the update regarding the new website going live this month and the positive feedback so far. Additionally, Dr. Brown provided the recommendation to the board to approve two subject editors to support the JAMCA editor.

- **The motion** to approve the two subject expert positions was moved, seconded, and carried. (Mr. Kinley / Mr. Jones)

**Awards & Nominations Committee Report**
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Jason Kinley presented the report to the board. Including the recommendation of award nominations as reflected in his report.

The board discussed what to do with awardees with the switch to virtual. The board agreed that awardees should be recognized virtually.

The board discussed the Boyd-Arias Grassroots awardees and the aspect of this award to give the opportunity for those who normally would not attend the meeting to attend.

The board agreed to recognize the awardees during the 2021 virtual meeting, to compensate their registration, and hold the $500 travel stipend for the next in person meeting. The board also recommended that the $200 stipend be provided to the awardees along with their plaque during the 2021 virtual meeting.

- The motion to approve the report with the adjustment to the Grassroots report was moved, seconded, and carried. (Dr. Clifton / Mr. Barron)

Directors Reports

Industry Report

Dr. Broox Boze presented the Industry Report. In reference to written report she included update on work regarding naled and the Annual Meeting sponsorship program. Dr. Boze recognizes that industry support is important to the association, but recommends it should not be the only thing we rely on for a profitable meeting.

Mid-Atlantic Report

Dr. Bryan Bird referenced his written report and recent update in the AMCA Quarterly Newsletter. Additionally his report noted The North Carolina Mosquito and Vector Control Association (www.ncmvca.org) will offer its 54th annual meeting virtually on November 6th and 7th 2020. The Virginia Mosquito Control Association (http://mosquito-va.org) has postponed their planned 2021 Annual meeting until January 25-27, 2022 and the Mid-Atlantic Mosquito Control Association (www.mamca.org) has opted for a virtual spring conference in 2021 (details forthcoming).

North Atlantic Report

Matton presented the North Atlantic Report. Ms. Matton referred to her written report and highlighted the legislation in Massachusetts to create a Task Force on Mosquito Control in the 21st Century. Additionally, the board welcomed Mrs. Matton to the board.

North Pacific Report

Mr. Greg Barron presented the North Pacific Report. Mr. Barron presented his report including highlighting the above average participation in Oregon, Montana’s lack of positive West Nile virus in the State, the interest in increasing online CEU credits due to covered, Idaho’s lack of communication from the State Public Health Department, Washington’s increase of drone use, and British Columbia’s increased precipitation. Mr. Barron also noted that the Northwestern Fall Meeting was canceled, and they are hoping to move it to 2021.
South Central Report

Mr. Jones presented the South Central Report. Mr. Jones referred to his written report but highlighted the significant hurricane season they witnessed. He acknowledged the gratitude of himself and his communities to Dr. McAllister and all those at Command Central, including Dr. Breidenbaugh for their relief efforts in the region. Mr. Jones also shared that the LMCA will be holding a virtual meeting this winter.

South Pacific Report

Gary Goodman presented the South Pacific Report. Mr. Goodman referred to his written report but highlighted the introduction of SIT in California. He also noted the impact of COVID on funding in various parts of the South Pacific including Nevada and Hawaii.

Mid-Atlantic Report

Dr. Brian Byrd presented the Mid-Atlantic Report. Dr. Byrd referred to his write report but highlighted that the North Carolina will be submitting its comments regarding naled. Additionally, the region held a successful virtual meeting last week.

Review of 2020 Goals

Dr. Faraji noted that even though 2020 has had its challenges he is still thrilled on what they have accomplished so far including the member research survey, the revitalization of JAMCA, the improvements to our bylaws, and the development of the Diversity & Inclusivity Subcommittee.

Consent Items/New Business

Dr. Isik Unlu presented a brief report on the Member Education Committee including that they are working on their last webinar for the year and to thank the board for allowing them to hold additional webinars this year.

Executive Session

- The motion to move to a close executive session at 3:09 pm was moved, seconded, and carried. (Mr. Goodman/Mr. Wallette)
- The general session resumed at 3:40 pm.

Additional Discussion

The board recommended extending the IBM to two days to make the meeting more effective and to include some more interactive discussions.

- Action Item: Mrs. Beehler and Ms. MacNee to work to ensure AMCA membership is contacted regarding the NACCHO (National Association of City and County Health Officials) survey.

The board expressed its appreciation to Dr. Faraji for his leadership during this challenging year.

Adjourn

The meeting was Adjourned by Dr. Faraji at 3:44 pm.
The motion to adjourn was moved, seconded, and carried. (Mr. Kinley/Mr. Jones)