

Minutes
Contra Costa Integrated Pest Management Advisory Committee
March 24, 2010

Members Present: Vince Guise, Agriculture; Elisa Wilfong, Clean Water Program; Roland Hindsman, General Services; Michael Kent, Health Services; Marj Leeds, PEHAB; Joe Yee, Public Works; Michael Fry and Michael Baefsky, County Public Members At-Large; Carlos Agurto, Pestec

Members Absent: Jim Hale, County Fish and Wildlife Committee; Ted Shapas, Public Member At-Large

Staff Present: Robin Bedell-Waite, Health Services; Tanya Drlik, IPM Coordinator; Nancy Stein, Public Works Watershed Program; Pattie McNamee, Public Works;

Members of the Public Present: Lysle Buchbinder, Amy Gitleman and Susan JunFish, Parents for a Safer Environment

Tanya Drlik chaired the meeting until the election of officers.

1. Introductions
2. Staff report on changes to the bylaws.

The Board of Supervisors has asked the Committee to make changes to its bylaws:

- The Committee will have four (4) non-voting members: Department representatives from Agriculture, General Services, and Public Works along with representative of the current pest management contractor to General Services.
- The Committee will have seven (7) voting members: the representatives from the County Stormwater Program, the Health Services Department, the County Fish and Wildlife Committee, and the County Public and Environmental Health Advisory Board (PEHAB) along with the three (3) at-large public members.
- The quorum for holding a meeting is still six(6).
- County Counsel suggested the Committee add another bylaw stipulating that voting can only take place with a quorum of voting members present, which would be four (4).

Note that according to County Counsel under the Committee's current bylaws, non-voting members cannot be officers and cannot make or second motions.

A motion was made to change the bylaws to stipulate that any recommendations made to the Board of Supervisors require a number of yes votes equal to the quorum for voting. (MK/MB; carried unanimously)

3. Election of officers. Michael Kent, Marj Leeds, and Ted Shapas were unanimously elected to the positions of Chair, Vice Chair, and Secretary, respectively.

Michael Kent took over as chair of the meeting.

4. Public comment. Susan JunFish noted that San Francisco now has an electronic pesticide data tracking system and suggested that the County adopt it.
5. Approval of minutes. A motion was made to approve the minutes of January 6, 2010 and February 4, 2010, with the addition of an attachment from Susan JunFish to the January 6 minutes. (EW/MB; carried unanimously)

6. Discussion of Committee operational procedures. The Committee discussed procedures that will guide the Committee's work. Public comment on this item came from Susan JunFish who asked that the Committee be more gentle with community members and asked that before Committee members are allowed to make a motion, the public be allowed to comment.

A motion was made to have the Committee set the agenda for the next meeting at the end of every meeting and that staff be allowed to make changes to that agenda. (MB/EW; carried unanimously)

A motion was made to have the meeting minutes include actions taken and decisions made and to include brief discussion. (ML/MB; carried unanimously)

A motion was made regarding review of documents: If the Committee approves a draft document and directs staff to make changes, then staff and the Chair will make those changes, and the document will not have to be reviewed again by the Committee. (EW/MB; carried unanimously)

A motion was made to approve the following ground rules (MB/MF; carried unanimously):

- Members must receive recognition from the Chair before speaking.
- One person speaks at a time.
- Members can speak only once (and for a specified amount of time) on each agenda item until everyone who wants to contribute has done so.
- It is the responsibility of the Chair to try to get everyone involved and to prevent any one person from dominating the discussion.
- Public comment on items not on the agenda will be at the beginning of the meeting.
- Public comment on agenda items will be after discussion of the item by the members.
- The Committee will treat the public courteously.
- The typical sequence for an agenda item is as follows:
 1. Staff report, if any
 2. Questions from Committee members
 3. Motion is made (if the item needs action)
 4. Discussion of the motion by Committee members
 5. Public comment
 6. Vote is taken on the motion

7. Develop Advisory Committee work plan for 2010.

Public Comment: Susan JunFish asked the Committee to consider setting a goal for getting pesticide screening done.

A motion was made to adopt the following work plan (MB/ML, carried unanimously):

- May: changes to bylaws and IPM policy, recommendation on IPM ordinance, update on progress of pesticide hazard screening, implementation of posting policy
- July: review draft IPM plans for Public Works and General Services facilities
- September: review draft IPM plans for the Agriculture Department and General Services grounds; completion of pesticide hazard screening
- November: Annual IPM Report to Board

8. Develop a recommendation to the Board of Supervisors concerning possible additional categories of constituents that could be represented on the Committee.

Public Comment: ~~Susan JunFish~~ Amy Gitel of Parents for a Safer Environment (PfSE) reminded the Committee that the bylaws stipulate ethnic, racial, and geographical diversity among members. Susan JunFish of PfSE urged ~~t~~The Committee ~~should to~~ reach out to environmental groups in West County and ~~should~~ choose a group that will advocate for pesticide reduction. Lysle Buchbinder of PfSE ~~parents for a Safer Environment~~ said that PfSE should have a seat on the Committee because of their continuous attendance at IPM Task Force meetings.

A motion was made to add a new seat to the Committee for an environmental group. (EW/ML; carried with a vote of 4 yes and 1 no.

9. Reports on pest management and other activities of the Departments of Agriculture, General Services, and Public Works. This item was not addressed because of lack of time.

10. Plan agenda for May 5 meeting.

- Reconsideration of the IPM ordinance
- Inconsistencies between the bylaws and IPM policy
- Requiring the Health Department to complete an IPM plan
- Updates from Departments
- Progress report on pesticide use criteria
- Progress report on posting policy

Respectfully submitted,

Tanya Drlik, IPM Coordinator