

AGENDA
Contra Costa County IPM Advisory Committee
November 4, 2015, 10:00 a.m. to Noon
County Department of Agriculture
2366-A Stanwell Circle, Concord

1. 10:00 to 10:05 Introductions (5 minutes)
2. 10:05 to 10:10 Announcements (5 minutes)
3. 10:10 to 10:15 Public comment on items not on the agenda (5 minutes)
4. 10:15 to 10:20 Approve minutes from September 2, 2015 (5 minutes)
5. 10:20 to 10:25 Hear report from the IPM Coordinator (5 minutes)
6. 10:25 to 10:35 Hear reports from the Agriculture and Public Works Departments (10 minutes)
7. 10:35 to 10:55 Discuss IPM Annual Report (20 minutes)
8. 10:55to 11:55 Discuss IPM Advisory Committee priorities for 2016 (60minutes)

Possible Presentations to the Committee

1. History of the IPM Committee, its purpose, and its accomplishments
2. Presentations from each IPM Program—history and accomplishments
3. Glyphosate, the new designation from IARC and its implications
4. How arthropod disease vectors may be affected by climate change
5. New and emerging pests
6. Suggestions for presentations from the Committee and the public

Possible Subcommittees

1. Decision-making
 - a. Create a roadside weed decision document
 - b. Create decision documents for gophers, moles, and voles in parks and around County buildings
 - c. Rank pesticide use situations for risk to staff, the public, pets, and wildlife

The IPM Advisory Committee will provide reasonable accommodations for persons with disabilities planning to attend IPM Advisory Committee meetings. Contact the staff person listed below at least 72 hours before the meeting.

Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the County to a majority of members of the IPM Advisory Committee less than 72 hours prior to that meeting are available for public inspection at 2366-A Stanwell Circle, Concord, CA during normal business hours. Other public records relating to the work of the IPM Advisory Committee are available at cchealth.org/ipm or from the staff person listed below.

Public comment may be submitted via electronic mail on agenda items at least one full work day prior to the published meeting time.

For additional information contact: Tanya Drlik, Committee Staff
Phone (925) 335-3214, Fax: 925-646-2073, email: tdrlik@hsd.cccounty.us

2. Bed bugs—recommendations to the Board on outreach to the community and the County
 - a. Research outreach in other jurisdictions that has been successful
 - b. Research which County offices/programs need education
 - c. Research how to reach parents and school children
 - d. Research how to reach the medical community
3. Suggestions from the Committee and the public

9. 11:55 to Noon Plan agenda for next meeting (5 minutes)

Next Meeting Dates: January 6, 2016, March 2, May 4, July 6, September 7, November 2

IPM Advisory Committee Ground Rules

- 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 involve all Committee members and to prevent any one person from dominating the discussion.
- Public comment on items not on the agenda, but within the purview of the committee, will be at the beginning of the meeting. Each member of the public will be allowed to speak for a maximum of 3 minutes, unless the Chair states otherwise.
- The Public will be allowed to comment on agenda items after discussion of the item by the committee members. Each member of the public will be allowed to speak for a maximum of 3 minutes, unless the Chair states otherwise.
- The Committee will treat the public courteously.
- The typical sequence for an agenda item is as follows:
 1. Introduction of item and Staff report, if any
 2. Questions/Discussion 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

**Draft Minutes
Contra Costa Integrated Pest Management Advisory Committee
September 2, 2015**

Members Present: Carlos Agurto, Pestec; Jerry Casey, Public Works Facilities; Terry Davis, Public Member At-Large; Chad Godoy, Agriculture Department; Susan Heckly, County Fish and Wildlife Committee; Michael Kent, Health Services; Cece Sellgren (Chair), County Clean Water Program; Cheng Liao, Public Member Alternate

(8 members present/5 voting members)

Members Absent: Sonce Devries, Island Watch Conservation Science; Doug Freier, Public Member At-Large; Marj Leeds, Public and Environmental Health Advisory Board; Patti TenBrook, Public Member At-Large, Allison Knapp, Public Works;

Staff Present: Jill Ray, Supervisor Andersen's office; Tanya Drlik, IPM Coordinator; Peter Gollinger, Public Works; Larry Yost and Karen Adler, County Agriculture Department

Members of the Public: Michael Sullivan and Susan JunFish, Parents for a Safer Environment

Chair Cece Sellgren asked Susan JunFish of Parents for a Safer Environment if she was recording the meeting and Susan answered, "Yes."

1. Introductions

2. Announcements

There were none.

3. Public comment on items not on the agenda

Michael Sullivan read a comment (see attached). Susan JunFish asked when the Committee would address the table of unresolved issues (see attached) that she sent to the chair and the IPM Coordinator. The chair responded that she had sent a reply to Susan, and if any Committee members would like to see her reply, she would forward it to them. No member asked to have the response forwarded.

4. Approve minutes from July 8, 2015

A motion was made and seconded (MK/SH) to approve the minutes as written.

The motion carried unanimously:

AYES: Davis, Heckly, Kent, Liao, Sellgren

NOES: None

ABSENT: Devries, Freier, Leeds, TenBrook

ABSTAIN: None

5. Discuss structure of IPM Annual Report

Michael Kent suggested that the Departments mention their IPM plans in their sections. He also suggested that the new information about glyphosate be mentioned. The Committee decided that glyphosate should have its own section to explain its new designation by the International Agency for Research on Cancer as a probable human carcinogen, and to have each Department mention the issue and what changes, if any, they are making.

Susan JunFish and Michael Sullivan noted that Christine Steck of Parents for a Safer Environment has mentioned the glyphosate issue a number of times in her public comment.

6. Hear final reports from the Weed and Bed Bug subcommittees
Weed subcommittee

Cece Sellgren, as chair of the subcommittee, presented the report (see attached) and noted that the work of the two subcommittees was guided by the County Administrator's review of the IPM Advisory Committee. Michael Kent explained that the review asked the Committee to provide more policy recommendations to the Board of Supervisors.

Cece also explained the IPM Decision-Making Document on grazing (see attached) that was created by Peter Gollinger and reviewed by the subcommittee.

As the result of a question from Susan JunFish, the Committee directed the IPM Coordinator to make the following change to one of the sentences in the Decision-Making Document.

“Note that for most of the flood control facilities and their management goals, herbicides alone are not an option.”

Bed Bug subcommittee

The IPM Coordinator, in place of subcommittee chair Patti TenBrook, presented the report (see attached) and noted that the subcommittee instructed her to take the draft County bed bug ordinance to the Transportation, Water and Infrastructure Committee for direction.

Michael Kent and Jill Ray suggested asking the Board of Supervisors to support AB 551, the bed bug bill currently making its way through the legislature, and to alert both County Code Enforcement (Jason Craypo) and Environmental Health (Marilyn Underwood) of AB 551 and the draft County ordinance.

7. Discuss status of Environmental Organization Seat

With this meeting, Sonce Devries has missed 3 IPM Committee meetings without notifying the IPM Coordinator and has not attended any subcommittee meetings. Although the IPM Coordinator has called and emailed her a number of times, she has not responded.

A motion was made and seconded (MK/SH) to have the IPM Coordinator send a certified letter to Sonce Devries asking if she wants to continue on the IPM Committee. If she doesn't respond to the letter by the time the November Committee agenda packet must be sent out, the Committee will consider recommending to the Board of Supervisors that her seat be vacated.

The motion carried unanimously:

AYES: Davis, Heckly, Kent, Liao, Sellgren

NOES: None

ABSENT: Devries, Freier, Leeds, TenBrook

ABSTAIN: None

8. Discuss four-year staggered terms for IPM Committee members

The IPM Coordinator explained the proposed procedure for increasing and staggering the terms (see attached).

A motion was made and seconded (MK/SH) to recommend to the County Internal Operations Committee that the terms be staggered and lengthened as described.

The motion carried unanimously:

AYES: Davis, Heckly, Kent, Liao, Sellgren

NOES: None

ABSENT: Devries, Freier, Leeds, TenBrook

ABSTAIN: None

The Chair suggested that the IPM Coordinator alert the Public Member Alternate whenever another member is going to be absent from a meeting. Susan Heckly suggested that the IPM Coordinator announce at the beginning of each meeting the names of any members that have given advance notice that they will not be attending.

9. Discuss possible bylaws changes

A motion was made and seconded (SH/CS) to amend the bylaws to:

- update the names of Departments and Divisions of those staff appointed to the Committee,
- reflect the Board of Supervisors' decision on staggered, four-year terms for the Committee, and
- change the timeline for distribution of the minutes from within a week after the meeting to distribution with the agenda packet (a minimum of 96 hours prior to the meeting).

Susan JunFish and Michael Sullivan read statements objecting to changing the timeline for distribution of the minutes (see attached).

The motion carried unanimously:

AYES: Davis, Heckly, Kent, Liao, Sellgren

NOES: None

ABSENT: Devries, Freier, Leeds, TenBrook

ABSTAIN: None

The Committee directed the IPM Coordinator to bring the bylaws changes and the staggered, four-year terms before the next Internal Operations Committee meeting (September 14).

11. Hear reports from the Agriculture and Public Works Departments

Item 11 was taken before Item 10 in order to allow Peter Gollinger to make his report before he needed to leave the meeting.

Public Works Roadside and Flood Control Maintenance Division

Peter Gollinger reported for the Division:

- Late season grazing has begun early because of the drought. The County pays for the animals to graze a certain amount, but the goats graze more than the amount paid for, thus the cost per acre for off-season grazing is less. The company also uses County land as a staging area for their goats.
- The Department is finishing aquatic spraying for cattails.
- They are spraying roadsides for invasive weeds such as stinkwort and Russian thistle.
- Crews are performing tree clearance work. Because of the drought, numerous trees are stressed. Along Wildcat Canyon Road, there are many oaks that have died from Sudden Oak Death, and there are also many pines in the County that have died from lack of water. If the trees are diseased, they are left in place. If not, the Division chips them to use as mulch along flood control access roads. If the logs are too large for the Division's chipper, they are taken back to the corporation yard where the Grounds Division chips them to use as mulch on County grounds.

Michael Kent asked about what appeared to be an algal bloom on Walnut Creek near the Willows shopping center. Peter Gollinger said that it is common to have algal blooms at this time of year because temperatures are warm, there is little flow, and the stagnant stream, fed by fertilizer-laden urban runoff, is a perfect place for algae to grow. In the past, the County

treated algal blooms with Cutrine, a copper-based algaecide, but found it was not worth the effort.

Agriculture Department

Chad Godoy reported for the Department:

- Staff will finish their ground squirrel management program for critical infrastructure by October.
- Since February 2015, the Department has been separating their pesticide use reports into the amount used on County property and the amount used on private property or on property owned by other jurisdictions, such as East Bay Regional Parks, Mt. Diablo State Park, City of Moraga, and Contra Costa Water District.
- When the Department does invasive weed work on private land, staff are targeting mostly “B” list weeds that can be controlled in the County at the discretion of the Agricultural Commissioner. Private property owners are not contracting with the Department for that work. The Department is working with landowners to help them take over more of the weed work themselves and control the weeds to a level that does not allow spread to more rangeland.

The Committee discussed how to report pesticide use for the Agriculture Department and decided that in the Annual Report the figures for use on County land and for contracted use will be separated.

Public Works Facilities

Carlos Agurto reported for the Division:

- The ant population in the County has blossomed because of the drought, and Pestec is receiving numerous call-backs. The ants seem most interested in protein-based baits.
- There has been no rodent activity in the jails since Pestec completed extensive rodent proofing work.
- Pestec has performed some pigeon exclusion work in West County
- There seems to be a new cockroach in the West County Detention Facility. Carlos only has specimens of nymphs but no adults, which makes it harder to identify.

12. Discuss procedural issues raised by Parents for a Safer Environment

This item was taken ahead of Item 10.

The IPM Coordinator explained her memo to the IPM Advisory Committee (see attached).

There was no comment from the Public.

10. Hear report from the IPM Coordinator

The majority of the IPM Coordinator’s time was spent on work for the full committee and the two subcommittees along with tabulating pesticide use figures for the annual report.

The Grounds Division completed the first turf conversion project at the Pittsburg Health Clinic where they removed about 70% of the existing turf which is estimated to save approximately one million gallons of water per year. Signs were placed on the grounds to explain what was happening to the public. Doug Freier will be using the site as an example for the numerous County residents who have been asking University of California Cooperative Extension Master Gardeners about replacing their lawns.

The Board of Supervisors has approved two contracts with local landscaping firms for two million dollars each to install drought-tolerant landscaping around County buildings from July 1, 2015 through June 30, 2018.

13. Plan agenda for next meeting

This item was not discussed because of lack of time. The Chair and the IPM Coordinator will plan the agenda, which will include discussion of the draft of the Annual Report.

Next Meetings: November 4, January 6, March 2

Respectfully submitted, Tanya Drlik, IPM Coordinator

**Final Report from the Weed Subcommittee
to the Contra Costa County IPM Committee.**

Prepared by Tanya Drlik, IPM Coordinator, September 2015

Members

Doug Freier
Chad Godoy/Larry Yost
Michael Kent
Cheng Liao
Cece Sellgren, Chair

The Weed subcommittee met five times in 2015: February 17, March 10, April 21, June 9, and August 6. The subcommittee had scheduled a meeting on April 14, but due to unforeseen circumstances, several members were absent. Since the subcommittee did not have a quorum, the meeting was cancelled and rescheduled for April 21.

The Board of Supervisors had requested that the IPM Advisory Committee produce more policy recommendations for their consideration. As a consequence, the subcommittee chose as one focus to develop recommendations on funding problems in the Grounds Division and on sustainable landscaping in the County. The second focus of the subcommittee was developing another decision-making document. The subcommittee chose grazing as the topic.

Gathering Information from the Grounds Division Program

The subcommittee heard several staff reports on the state of grounds maintenance around County buildings and discussed the issue with Kevin Lachapelle, Grounds Manager. Some of the problems the Grounds Division faces are as follows:

- Funding for grounds maintenance is dynamic and beyond the control of Grounds Division staff. The amount of funding is tied to the Departments that have offices in the building. Some Departments have more money than others and/or are willing to spend more on landscape maintenance. As tenants move in and out of buildings, budgets for maintenance change while the cost of maintaining the landscape around that particular building does not. Since the recession, this has largely resulted in a lack of funds to properly maintain most County landscaping.
- Because of the way grounds maintenance is funded, it is very difficult to make long term investments in the landscaping to reduce pesticide use, water use, and maintenance costs.

Turf Conversion in the County

The subcommittee heard reports from staff on removal of turf from around County buildings.

This is the fourth and most severe year of drought in California. The continuing drought presents the perfect opportunity to convince departments to convert their lawns to drought-tolerant landscaping where plants are widely spaced and surrounded by wood chip mulch. Turf conversion

- saves water;
- allows the County to be an example for its citizens;
- saves on maintenance costs since turf requires very high maintenance;
- allows maintenance staff to spend the time saved on other crucial maintenance tasks including managing weeds by physical means, such as hand pulling, as opposed to herbicide applications;

- reduces herbicide use in the landscape since reduced irrigation and mulch will greatly suppress weed growth;
- reduces other pesticide use since turf is susceptible to many pests and diseases;
- reduces the possibility of citizen exposure to pesticides since the risk of exposure is greater in landscaping than for example, along roadsides;
- reduces greenhouse gas emissions from turf maintenance equipment and from pumping water to irrigate the turf; and
- moves County landscapes in the direction of greater sustainability.

The Grounds Division chose the Pittsburg Health Center at 2311 Loveridge in Pittsburg as the pilot project. About 70% of the turf was removed and replaced with drought-tolerant landscaping and mulch. The conversion is projected to save one million gallons of water per year.

Recommendations to the Board of Supervisors

The subcommittee developed recommendations to address some of the Grounds Division issues. (See attached)

Decision-Making Document for Grazing on Flood Control Channels.

The subcommittee reviewed the document (see attached) with the Public Works Vegetation Manager and made requests for a number of changes, clarifications, and improvements. Some of the improvements that were added are as follows:

- More specifics about management goals
- A note about grazing being considered the least problematic weed control technique by the Department of Fish and Wildlife
- A note clarifying that grazing animals may not always be able to meet the objectives of the site because they cannot eat the vegetation low enough or because timing issues may present insurmountable problems

MEMO

TO: Transportation, Water and Infrastructure Committee
Supervisor Andersen, Chair
Supervisor Piepho, Vice Chair

FROM: Tanya Drlik, IPM Coordinator

SUBJECT: Recommendations on Sustainable Landscaping from the IPM Advisory Committee

DATE: August 18, 2015

BACKGROUND

This is the fourth and most severe year of drought in California. The County has an opportunity to lead the way in water conservation and provide practical examples for its citizens. Turf around County buildings is used largely for aesthetic purposes and consumes far more water than drought tolerant landscaping. Drought-tolerant landscaping can be very attractive, and demonstration projects in the County will help citizens adjust to the new aesthetic.

This summer one such project was completed in the County. Approximately 70% of the turf at the Pittsburg Health Center (2311 Loveridge, Pittsburg) was removed and replaced with drought-tolerant plants that are widely spaced and mulched with wood chips. The change at the site is projected to save one million gallons of water per year. The current funding structure for maintenance of County landscaping is not conducive to projects such as this that may require an upfront investment that will provide returns only over the long-term.

Much of the landscaping around County buildings is aging and will require renovation in the near future. This presents the opportunity to alter County landscapes so they use less water and require less time and less pesticide to maintain them adequately.

RECOMMENDATIONS FROM THE IPM ADVISORY COMMITTEE

1. Develop a Countywide policy to convert existing turf to drought tolerant, low maintenance, and low pesticide use landscaping. The exceptions to this policy would be play areas for Head Start sites and turf in parks that is used for recreation (turf areas in parks that are not used for recreation should be converted to drought tolerant landscaping). The design for any turf conversion should use the least amount of pesticide practical in the preparation of the site.
2. Provide funding for conversion to sustainable landscaping
 - a. Develop ideas for a funding structure for new landscape installation, turf conversion, and landscape maintenance and renovation that is not coupled to the particular building or the departments housed in the building in order to provide secure, long-term funding for landscape maintenance and for projects that require up-front investment.
 - b. Pursue outside funding for turf conversion but do not allow the lack of outside funding to stymie the removal of existing turf. Perhaps the position of Sustainability Coordinator, if and when it is filled, could pursue grant funding for sustainable landscaping projects.
3. Develop a County policy to take decisions about the type of landscaping around buildings out of the hands of the tenants of that building in order that long range plans and long term investments in the landscaping can be made.
4. Make the following additions to the existing County Landscape Standards under "D. Design Guidelines, 3.01. General":
 - a. Lifecycle costing will be used when landscapes are renovated or created.

[Note: This is to ensure that projects can be undertaken that require a substantial up-front investment to save money, labor, water, and pesticide in the future.]

- b. Designs for all landscaping should take into account the level of maintenance and pest management that will be required to sustain the landscape. Designs should be aesthetically pleasing, low maintenance, water conserving, and maintained using an IPM approach for pest management.
5. Make the following changes in wording to the existing County Landscape Standards under “D. Design Guidelines, 3.06. Water Conservation, part C”
 - C. Emphasis shall be placed on plants well suited to the microclimate and soil conditions at the given site and that require minimal water once established, are relatively free from pests and diseases, ~~and~~ are generally easy to maintain, are pollinator-friendly, and are native to California. Reference shall be made to currently recognized sources such as EBMUD’s *Water Conserving Plants and Landscapes for the Bay Area* or Bob Perry’s *Trees and Shrubs for Dry California Landscapes* for recommended water conserving plants.
 6. Make the following addition to the existing County Landscape Standards under “D. Design Guidelines, 3.09. Turf”:

Turf shall not be proposed except in Head Start and other child care play areas and in parks where it will be used for recreation. Turf shall not be proposed for purely aesthetic purposes.
 7. Develop a County policy to require that landscape designs be reviewed and approved by the Public Works Grounds Division, in addition to the other required reviews and approvals. The Grounds Division should review plans for the long-term sustainability of the landscape with regard to maintenance costs and potential pest and disease problems. Landscaping can be in place for 10 to 20 years, and poor designs and inappropriate plant choices waste County resources. The Grounds Division has considerable expertise in determining maintenance costs and recognizing future maintenance and pest problems.
 8. Develop a County policy to require that the plant lists for landscape designs be reviewed by the County Department of Agriculture whose staff are the County experts on invasive plants. Many of the invasive plants that are plaguing California wildlands today were unwittingly introduced by the nursery trade into urban landscapes where they escaped to become major pests that cost Californians at least 82 million dollars every year.

RECOMMENDATIONS/NEXT STEPS

APPROVE recommendations and DIRECT County staff as appropriate.

**Contra Costa County
DECISION DOCUMENTATION for WEED MANAGEMENT:
Using Grazing Animals for Weed Abatement**

Date: 5/29/15, revised 8/18/15

Department: Public Works Vegetation Management

Location: Countywide

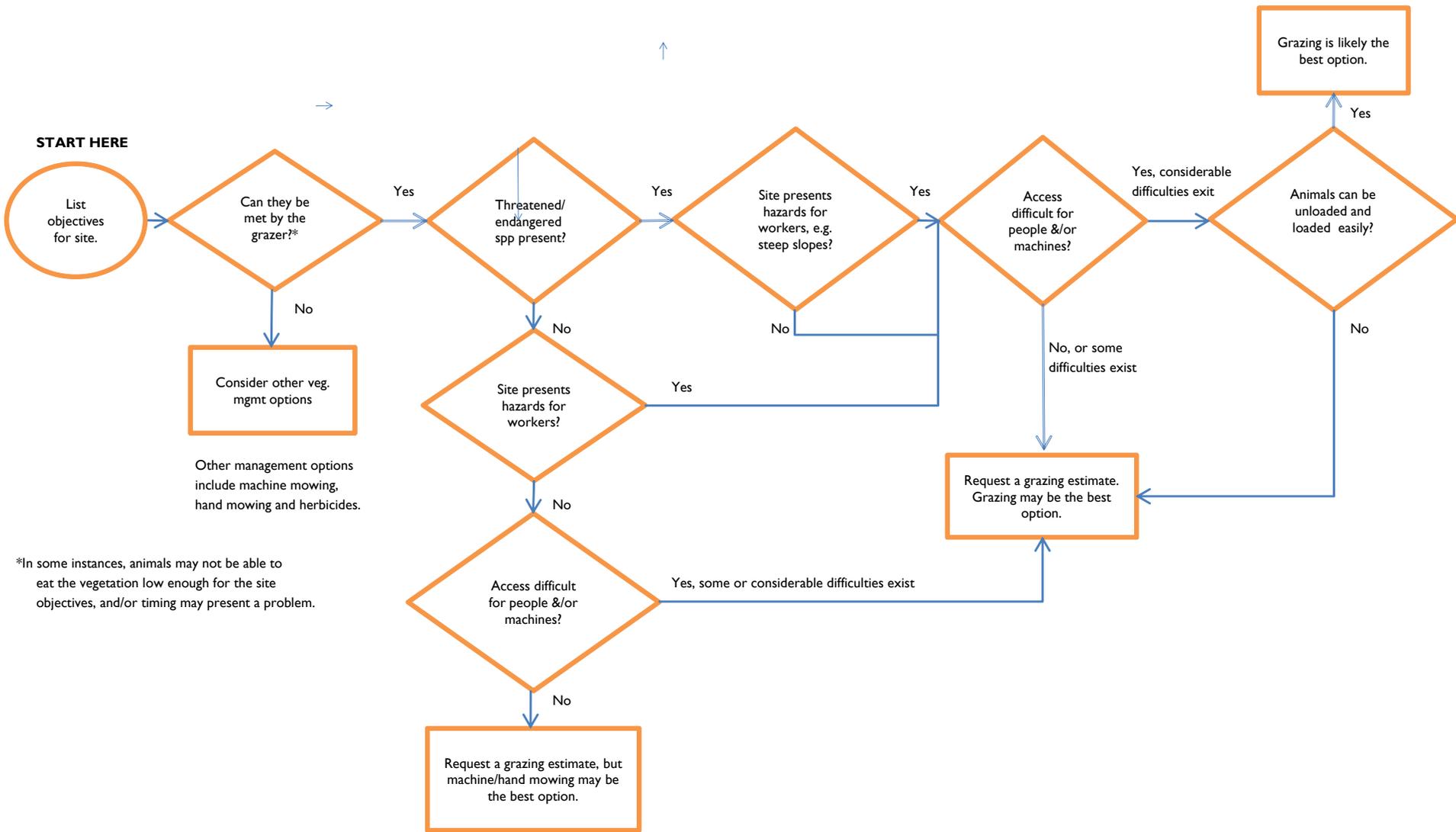
Situation: Weeds along flood control channels and in flood control detention basins

<p>What are the management goals for the sites?</p>	<p>The primary management goals are to maintain weeds at a suitable height for fire prevention, to prevent siltation, and to facilitate water flow in the event of a flood. The specific goals vary from site to site, and each flood control facility has its own operations and maintenance manual, which may list facility-specific vegetation management goals. The following are general vegetation management goals:</p> <ol style="list-style-type: none"> 1. Create firebreaks. These are mandated by the 9 fire districts and 19 cities that have jurisdiction in areas with County-maintained property. Specific stipulations, e.g., for the width of the firebreak or need for cross breaks, differ for different properties, according to the fire district with jurisdiction. <ul style="list-style-type: none"> • Small properties usually need to have all the vegetation grazed to the height of 3" to 6", depending on the regulations. • Large parcels may only require a perimeter firebreak, with or without firebreaks cut through the middle or in various patterns. 2. Reduce fire fuel. This is not necessarily mandated by fire regulations, but it helps the Department in their vegetation management. <ul style="list-style-type: none"> • Public Works generally goes above and beyond the mandates from the fire districts to reduce fuel. • Grazing allows the Department to reduce fuel by much more than would be possible by hand or machine. 3. Reduce or modify habitat. <ul style="list-style-type: none"> • The Department works to expose and discourage ground squirrel colonies. • The Department works to reduce habitat for nesting birds so that crews can perform required maintenance activities without harming any birds. • The Department may also modify vegetation and/or the shape and depth of the low-flow channel to meet Contra Costa Mosquito & Vector Control District requirements. • The Department tries to reduce cover for homeless encampments. 4. Reduce vegetation to improve visual inspection of flood control channels. <ul style="list-style-type: none"> • The Department is looking for slumping and erosion on the slopes, for malfunctioning hardware, and for other problems. • Grazing exposes these problems and makes inspections with the Army Corps of Engineers much easier. 5. Remove or reduce water flow impediments, i.e., vegetation growing in the channel. <ul style="list-style-type: none"> • Vegetation growing in the channel can snag debris that is carried in the water during a flood event and could potentially cause water to overflow the banks. • Engineered channels are designed to maintain a certain flow rate. When the water slows, sediment drops out of the flowing water and falls to the bottom of the channel. This increases the maintenance needed in the channel because it reduces the carrying capacity of the channel. • The Army Corps of Engineers wants Public Works to remove sediment to keep
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	<p>the water flowing and to maintain the capacity of the channel, but the Department has found it very difficult to get permits from the Regional Water Quality Control Board to take out sediment. Thus it is important that the Department prevent sedimentation as much as possible.</p> <p>Note that if Contra Costa's flood control channels are not properly maintained, they could be decertified by the Army Corps of Engineers, which would result in the property owners in many communities having to purchase very expensive flood insurance.</p>	
For this facility's goals, is herbicide a viable option?	Note that for most of the flood control facilities and their management goals, herbicides alone are not an option.	
How often are the sites monitored?	<p>This varies from site to site.</p> <p>In the course of their other work, Vegetation Management and Flood Control Maintenance staff continually monitor weed conditions and alert the Vegetation Manager of any incipient problems. The Vegetation Manager routinely inspects all channels.</p> <p>Note that goats greatly reduce the vegetation growing in the channel which allows the Department to more easily monitor for invasive weeds and structural problems.</p>	
Weeds have been identified as the following:	Any broadleaf weeds or grasses. Trees can also be considered weeds if they are growing on the slope or in the channel of an engineered flood control channel. Note that goats will eat tree seedlings and debark larger trees. Larger trees may not be killed and must be cut and killed by painting the cut portion of the stump with herbicide. This technique is used primarily in engineered channels and not in natural stream channels.	
Are populations high enough to require control? Explain	This is determined by the Vegetation Manager using requirements from the corresponding fire district, the Army Corps of Engineers, and his knowledge and experience in order to meet the maintenance goals of the particular flood control facility.	
Is this a sensitive site?	Are any of the sites under management considered highly sensitive sites?	Yes
	Are any sites under management part of any of the court-ordered injunction?	Yes
	Are any of the sites known or potential habitat for any endangered or threatened species? Note that in the past the California Department of Fish and Wildlife has not had an issue with goats grazing in areas with red-legged frogs.	Yes
	Are any of the sites on or near an area where people walk or children play?	Yes
	Are any of the sites near a drinking water reservoir?	No
	Are any of the sites near a creek or flood control channel?	Yes
	Are any of the sites near crops?	Yes
	Are any of the sites near desirable trees or landscaping?	Yes
	Are any of the sites on soil that is highly permeable, sandy, or gravelly?	Not applicable

	At any of the sites, is the ground water near the surface?	Not applicable
	Are there any well heads near the sites?	Not applicable
What factors are taken into account when considering a site for grazing?	See the attached decision tree for grazing.	
What factors contribute the cost of grazing?	<ol style="list-style-type: none"> 1. The size and shape of the parcel <ol style="list-style-type: none"> a. For a large parcel, the cost of moving the animals in and out is spread over a number of acres. b. A long narrow parcel could cost more because the animals might have to be moved many times. 2. The ease of access to a site for the unloading and loading of the animals 3. The amount of fencing necessary 4. The number of times the animals have to be moved within the site and the ease with which that can be done 5. The availability of water at the site for the animals (having to truck in water can increase the cost) 6. The time of year in which the parcel is grazed (grazing in fall and winter is far less expensive than when demand is high in the spring and summer) 	
Are special permits required to graze flood control channels? Flood control basins?	<p>No special permits are required. This activity is subject to the procedures of the Routine Maintenance Agreement (RMA) that the Department has with California Fish and Wildlife and includes a habitat assessment before work begins and follows species-specific guidelines for maintenance in the channels. Fish and Wildlife considers grazing to be the least problematic weed control technique.</p> <p>The Public Works Department reports areas being grazed in their quarterly report to the state Fish and Wildlife Department.</p>	
What qualities does a good goat grazing company have?	<p>Some possible qualities:</p> <ul style="list-style-type: none"> • Availability of adequately sized herds for the jobs • Responsiveness—available within a couple of weeks of the request rather than a couple of months • Within a reasonable distance from the job sites • Ability to meet contract requirements <p>A bonus for the Department is a “no-kill” company that does not cull its herds for slaughter at the end of the season. This is a selling point for citizens who call the Department worried about the welfare of the animals.</p>	
What are important requirements to have in the grazing contract?	<ol style="list-style-type: none"> 1. One shepherd trained in management of livestock in urban and suburban areas must live on site with each livestock herd. 2. The shepherd must be provided with a cellular phone or equivalent and must be in possession of the phone at all times. 3. The livestock must be contained in designated areas with a fully intact chain link or hog-wire fence connected to an electrical supply, and the fence must be maintained at all times. 4. The contractor must supply herding dogs trained to contain goats/sheep and protect goats/sheep from wild and domestic predators. 5. The contractor must supply portable sleeping, cooking, and sanitary facilities for the shepherds to be located on the Flood Control District property; the contractor 	

	<p>may make alternate arrangements with other property owners.</p> <p>6. The final determination of vegetation management services shall be at the discretion of the County, and the contractor shall meet with designated County staff to determine completion.</p> <p>7. The contractor must remove livestock from the site when grazing objectives are met, or within 48 hours of completion of service, or within 24 hours, upon notification by the County.</p>
<p>Comments</p>	<p>Grazing can be used in conjunction with herbicide treatments:</p> <p>First grazing is used to reduce biomass in the channels and make it easier to see invasive weeds that need to be treated. After the animals have left, crews can easily spot treat the invasive and other serious weeds with herbicide to kill them.</p>



**Report from the Bed Bug Subcommittee
to the Contra Costa County IPM Committee.**

Prepared by Tanya Drlik, IPM Coordinator, September 2015

Members

Luis/Carlos Agurto
Susan Heckly
Marj Leeds
Patti TenBrook—Chair

The Bed Bug subcommittee met three times in 2015: April 13, June 10, and August 12.

The Board of Supervisors had requested that the IPM Advisory Committee produce more recommendation for their consideration. As a consequence, the subcommittee chose to focus on developing a bed bug ordinance for the Supervisors to consider. The subcommittee also reviewed the County's bed bug website and made suggestions for improvement.

Bed Bug Ordinance

The committee reviewed legislation from around the country and made a list of the most important provisions. The committee then became aware of AB 551 introduced by Assemblyman Adrin Nazarian, which is currently making its way through the California Legislature. This bill includes almost all of the salient points that the Bed Bug subcommittee gathered from other legislation, and according to Assemblyman Nazarian's aid, there is a good chance it will pass and go to the governor later this year.

The Bed Bug subcommittee has drafted an ordinance for Contra Costa County that is based directly on AB 551. This draft can either be used as the basis for a County ordinance or as the basis for implementing AB 551 if and when it becomes law.

The IPM Coordinator will take the draft ordinance to the Transportation, Water and Infrastructure Committee on September 8, 2015 to receive direction from Supervisors Andersen and Piepho on whether to continue working on the ordinance. The IPM Coordinator will also ask for advice on where to house enforcement for the ordinance and how to apportion costs for bed bug treatments between landlords and tenants.

Bed Bug Website

The committee reviewed the County's bed bug web pages at cchealth.org/bedbugs and suggested the following:

- Add information on the front page about bed bugs being a community problem that must be solved by the community
- Add a separate tab for pest control professionals that includes a link to the National Pest Management Association's bed bug guidelines, a template for a bed bug IPM plan, and County social service resources that they could call to help customers
- Add a tab for travelers with information on how to not bring bed bugs home
- Add a tab for homeowners, for businesses, and for schools
- Add the EPA bed bug website under Resources

MEMO

TO: Transportation, Water and Infrastructure Committee
Supervisor Andersen, Chair
Supervisor Piepho, Vice Chair

FROM: Tanya Drlik, IPM Coordinator
SUBJECT: Draft Bed Bug Ordinance
DATE: August 18, 2015

BACKGROUND

Bed bugs are a continuing problem in Contra Costa County, and they disproportionately affect low income people, the elderly and the disabled. We encounter numerous situations where the property owner refuses to control the bed bug infestation or out of ignorance implements measures that make the problem worse. Tenants lack information on their responsibilities in preventing infestations and cooperating in control, and pest control companies need guidelines for treating bed bug infestations using the best available practices. This information exists but is not collected in one document for Contra Costa County.

The IPM Advisory Committee's Bed Bug subcommittee has been discussing bed bug ordinances for several meetings and has reviewed legislation from around the U.S. with an eye to drafting an ordinance for Contra Costa that would address the issues mentioned above. The subcommittee became aware of AB 551 introduced by Assemblyman Adrin Nazarian, which is currently making its way through the California Legislature. This bill includes almost all of the salient points that the Bed Bug subcommittee gathered from other legislation, and according to Assemblyman Nazarian's aid, there is a good chance it will pass and go to the governor later this year.

The Bed Bug subcommittee has drafted an ordinance for Contra Costa County that is based directly on AB 551. This draft can either be used as the basis for a County ordinance or as the basis for implementing AB 551 if and when it becomes law.

RECOMMENDATIONS/NEXT STEPS

The Bed Bug subcommittee would like direction from the TWI Committee about whether to continue work on an ordinance for the County. It should be noted that in AB 551, the Legislature declares its intention to occupy the field with regard to this subject.

The subcommittee also requests direction on how to apportion the costs of bed bug treatment between landlord and tenant and where to house enforcement of this ordinance.

DRAFT CONTRA COSTA BED BUG ORDINANCE

[NOTE: This draft is based directly on AB 551. For clarity, responsibilities listed in AB 551 have been grouped under Landlord, Tenant, and Pest Control Operator.]

The IPM Advisory Committee's Bed Bug subcommittee finds that

- Controlling bed bugs is uniquely challenging, as bed bug resistance to existing insecticidal control measures is significant. Cooperation among landlords, tenants, and pest control operators is required for successful control.
- Tenants, property owners, and pest control operators have distinct rights and responsibilities regarding bed bug infestations.
- Effective control is more likely to occur when landlords and tenants are informed of the best practices for bed bug control.
- Early detection and reporting of bed bugs is an important component required for preventing bed bug infestations. Tenants should not face retaliation for reporting a problem.
- Lack of cooperation by landlords and tenants can undermine pest control operator efforts to identify the presence of bed bugs and control an infestation. Depending on the treatment strategy, it is often critical that tenants cooperate with pest control operators by reducing clutter, washing clothes, or performing other activities. Likewise, inadequate or untimely response or planning by landlords may exacerbate an infestation.
- Specific, enforceable duties of tenants and landlords are necessary so that the failure of a tenant or landlord to cooperate fully does not prevent effective investigation, treatment, and monitoring of all infested and surrounding units.

For the purposes of this ordinance:

1. "Bed bug management plan" means a written plan prepared by a pest control operator and the landlord for a property. The plan will outline the responsibilities of the landlord and tenants and shall be consistent with the National Pest Management Association's (NPMA) best practices and tailored to the conditions at the property. The plan shall include, but is not limited to, the following:
 - a. Education of tenants to reduce the risk of introduction of bed bugs to the property and to encourage reporting. Education methods and frequency shall be based on resources of the landlord.
 - b. Housekeeping and building maintenance procedures to help prevent bed bug harborage, including recommendations from a pest control operator about correcting bed bug hiding places and entry points, for example by sealing cracks and crevices in walls, ceilings, and floors, and fixing loose moldings and peeling wallpaper.
 - c. The landlord's process for responding to complaints and a brief statement of the requirements of this ordinance.
 - d. Written documentation of any bed bug treatment program.
 - e. Use of monitoring devices on a proactive basis, routine monitoring inspections by trained employees or licensed pest control operators, if appropriate, as agreed by the pest control operator and the landlord.
 - f. A complaint log that documents compliance with this ordinance.
2. "Bed bug treatment program" means a program, based on the NPMA's best practices, for treating an infestation to remove or kill visible and accessible bed bugs and their eggs, either immediately or through residual effects. The program shall be structured to continue until the infestation is controlled.
3. "Complaint log" means part of a bed bug management plan that tracks a landlord's ongoing responses to each bed bug report over the preceding two years. The complaint log shall

- include, but is not limited to, records pertaining to verification inspections and inspections of adjacent units, results of inspections, records of notices provided to tenants, unit preparation inspections, treatment type, locations and dates, and followup inspections.
4. "Inspection" means an investigation of the premises, using NPMA's best practices to confirm or rule out a bed bug infestation, to identify all infested areas, to determine treatment tactics, or to verify that an infestation has been eliminated.
 5. "NPMA best practices" means best management practices for bed bugs issued by the National Pest Management Association. "NPMA best practices" does not include practices or actions that conflict with federal or state law.
 6. "Pest control operator" means an individual with a Branch 2 license from the Structural Pest Control Board.
 7. "Pretreatment checklist" means unit preparation requirements tailored to the treatment method, consistent with NPMA best practices, including, but not limited to, easy-to-understand instructions, pictures, and diagrams, prepared by the pest control operator and provided to tenants by the landlord or pest control operator. The checklist shall include instructions for how to treat tenant clothing, personal furnishings, and other belongings, if treatment is required, and shall provide contact information for the pest control operator to answer questions prior to treatment.

General Information Notice to Be Provided to Each Tenant

A landlord shall provide a written notice to tenants that shall include, but is not limited to the following:

- General information about bed bug identification, behavior and biology,
- The importance of cooperation for prevention and treatment
- The importance of prompt written reporting of suspected infestations to the landlord.

The County IPM Coordinator shall create a written notice, translated into several languages, that will be available on the County's bed bug website: cchealth.org/bedbugs

This notice shall be provided to all current tenants by January 1, 2016 and to each prospective tenant thereafter.

If the landlord wishes to create his or her own notice, the information shall be substantially the same as the notice on the County's bed bug website: cchealth.org/bedbugs

Landlord Responsibilities

1. Within five business days after a tenant or a public agency notifies a landlord of a suspected infestation, the landlord shall retain the services of a pest control operator to verify the suspected infestation and to conduct a further inspection, if determined to be necessary by the pest control operator.
2. Entry to inspect a tenant's dwelling unit shall comply with Section 1954 of the California Civil Code. Entry to inspect any unit selected by the pest control operator and to conduct followup inspections of surrounding units until bed bugs have been eliminated is a necessary service for the purpose of Section 1954.
3. If a pest control operator's inspection confirms that a bed bug infestation exists:
 - a. The landlord shall notify all tenants of units identified for treatment by the pest control operator of the findings of infestation. The notification shall be in writing and made within two business days of receipt of the pest control operator's findings. For confirmed infestations in common areas, all tenants shall be provided notice of the pest control operator's findings.

- b. If further inspections of the affected units or surrounding units are necessary as determined by the pest control operator, based on the NPMA best practices, subsequent notices shall include information about future inspections, unless that information was disclosed in a prior notice. Each entry shall require a notice conforming to Section 1954.
- 4. After an infestation is confirmed by a pest control operator, the landlord shall contract with a pest control operator to prepare and implement a bed bug treatment program to begin within a reasonable time. Beginning the treatment program within 10 calendar days after the infestation is confirmed shall be presumed as to be a reasonable time.
- 5. At least seven calendar days prior to treatment, the landlord shall provide to the affected tenants with the following:
 - a. A cover sheet from the landlord, in at least 10-point type, disclosing:
 - i. The date or dates of treatment, the deadline for tenant preparation of the unit, and the date, approximate hour, and length of time, if any, the tenant shall be required to be absent from the unit.
 - ii. A statement that the tenant may request assistance or an extension of time to prepare the unit, to the extent required by law, to reasonably accommodate a disability.
 - iii. A statement that a tenant not entitled to a reasonable accommodation under law may also request an extension of three business days to prepare the unit.
 - iv. A statement that if the pest control operator recommends disposal of items, the tenant will follow the directions of the pest control operator to ensure that disposal does not spread bed bugs and that infested items are not re-used by others. These directions shall be in accordance with NPMA best practices.
 - b. A pretreatment checklist with information provided by the pest control operator, which shall be in accordance with NPMA best practices.
 - c. A written notice of entry pursuant to California Civil Code Section 1954 to affected tenants for all treatments and inspections.
- 6. If an extension of time is provided in order to reasonably accommodate a tenant required under law to receive a reasonable accommodation, or for other tenants who have requested a three business day accommodation, the landlord shall provide all affected tenants with a notice of the revised dates and times as specified in 5.a.i. above under Landlord Responsibilities, as necessary.
- 7. Inspection of unit preparation and bed bug treatment and post treatment inspection and monitoring of all affected and surrounding units as recommended by the pest control operator are a necessary service for the purpose of California Civil Code Section 1954.
- 8. No later than 30 calendar days after a bed bug infestation is confirmed by a pest control operator, or by a code enforcement officer or a health officer under paragraph (12) of subdivision (a) of Section 17920.3 of the California Health and Safety Code, a pest control operator and the landlord shall prepare a written bed bug management plan for the property. This plan shall be made available to tenants upon request.
- 9. It is unlawful for a landlord to rent or lease, or offer to rent or lease, any vacant dwelling unit that the landlord knows or should reasonably know has a current bed bug infestation.
- 10. Service of a three-day notice and filing of an unlawful detainer action to enforce tenant responsibilities under this ordinance shall not be considered unlawful retaliation under Section 1942.5 of the California Civil Code.
- 11. If a landlord has received notice of an infestation and is in compliance with the requirements of this ordinance, the property shall not, with respect to bed bugs, be considered to be substandard as defined in Section 17920.3 of the California Health and Safety Code, to be

untenantable as defined in Section 1941.1 of the California Code of Regulations, or to be in breach of the implied warranty of habitability.

12. A landlord shall not be liable for any damages due to delays in bed bug treatment and control that are outside the landlord's control.

Tenant Responsibilities

1. A tenant shall not bring onto a property personal furnishings or belongings that the tenant knows or reasonably should know are infested with bed bugs.
2. Within seven calendar days after a tenant finds or reasonably suspects a bed bug infestation at a property, the tenant shall notify the landlord in writing of that fact and the evidence of infestation. Evidence of infestation includes, but is not limited to, live bed bug; staining on bedding, furniture or walls; or any recurring or unexplained bites, that the tenant knows or reasonably suspects are caused by bed bugs.
3. Tenants shall cooperate with the inspection to facilitate the detection and treatment of bed bugs, including providing requested information that is necessary to facilitate the detection and treatment of bed bugs to the pest control operator.
4. The tenant shall fulfill his or her responsibilities for unit preparation before the scheduled treatment, as described in the pest control operator's pretreatment checklist. Tenants shall be responsible for the management of their belongings, including, but not limited to, clothing and personal furnishings.
5. Tenants who are not able to fulfill their unit preparation responsibilities shall promptly notify the landlord. For a tenant not entitled to a reasonable accommodation under law who requests an extension of time to prepare the unit, the landlord shall extend the preparation time by three days.
6. A tenant shall cooperate in vacating his or her unit as notified for treatment purposes and shall not reenter the unit until directed by the pest control operator to do so.

Pest Control Operator Responsibilities

1. A pest control operator shall base his or her recommendations for inspections and treatments on the NPMA best practices (available at <http://www.pestworld.org/all-things-bed-bugs/>)
2. When a pest control operator is hired by a landlord to control a bed bug infestation, the pest control operator shall prepare and implement a bed bug treatment program based on NPMA best practices to begin within a reasonable time. Beginning the treatment program within 10 calendar days after the infestation is confirmed shall be presumed as to be a reasonable time. The pest control operator must immediately provide the landlord with the dates of treatment, the deadline for tenant preparation of the unit, and the date, approximate hour, and length of time, if any, the tenant shall be required to be absent from the unit in order for the landlord to alert affected tenants at least seven calendar days prior to treatment.
3. The pest control operator shall provide the landlord with a pre-treatment checklist for tenants following NPMA best practices.
4. The pest control operator shall use NPMA best practices in determining if it is necessary to dispose of a tenant's property and shall provide directions for proper disposal according to NPMA best practices.
5. No later than 30 calendar days after a bed bug infestation is confirmed by a pest control operator, or by a code enforcement officer or a health officer under paragraph (12) of subdivision (a) of Section 17920.3 of the California Health and Safety Code, a pest control operator and the landlord shall prepare a written bed bug management plan for the property.

Disposal of Bed Bug Infested Property

A landlord or tenant, when disposing of personal property that they own or control, that is infested with bed bugs, including, but not limited to, bedding, furniture, clothing, draperies, carpeting, or padding, shall follow NPMA best practices to prevent the spread of bed bugs and prevent the re-use of personal property by others. Materials needed to safely dispose of property shall be furnished as needed to the tenant by the landowner or pest control operator.

Injunctive and Declaratory Relief

In addition to any other remedies provided by law, a landlord or tenant may sue for injunctive or declaratory relief for violations of this chapter.

Failure to comply with NPMA best practices shall not constitute a violation of this ordinance if copies of the NPMA best practices are not available to the public free of charge

For Reference:

[From AB 551, Section 1954.24]

“(a) Except as provided in subdivision (b), to the end of providing a single, uniform approach to the treatment of bed bug infestations in residential tenancies in California, it is the intent of the Legislature to occupy the field with regard to this subject. Cities, counties, and other local entities are prohibited from enacting a local law on this subject.

“(b) The comprehensive ordinances and regulations of the City and County of San Francisco regarding the treatment and control of bed bug infestations are deemed to satisfy this chapter and are not preempted.”

Memorandum

To: Internal Operations Committee
Supervisor Karen Mitchoff, Chair
Supervisor John Gioia, Vice Chair

From: The IPM Advisory Committee
Cece Sellgren, Chair
Tanya Drlik, Staff

Date: September 4, 2015

Subject: Plan to convert the current IPM Advisory Committee Public Member two-year terms to four-year terms with staggered expiration dates

Background:

On December 1, 2014 the Internal Operations Committee directed the IPM Coordinator to develop a plan to convert the current IPM Advisory Committee Public Member two-year term appointments to four-year term appointments with staggered term expiration dates.

Proposal:

In order to achieve this goal, staff proposes that effective with the current term expirations:

- The At-large 1 and At-large 2 seat appointments convert to four-year terms upon the expiration of their current terms (December 31, 2015).
- The At-large 3 and Public Member – Alternate seat appointments have one-time three-year terms from December 31, 2015 through December 31, 2018, and thereafter four-year terms.
- The Environmental Organization seat appointment has one more two-year term from December 31, 2016 to December 31, 2018, then converts to a four-year term.
- The Fish and Wildlife Committee seat and the PEHAB seat convert to four-year terms upon the expiration of their current terms (December 31, 2015)

Please note that at this time the IPM Committee does not differentiate the At-large seats by numbers. This would have to be done when individuals are appointed to those seats later this year.

If the Internal Operations Committee agrees to increase the terms of public members to four (4) years, we propose the following changes in the IPM Committee bylaws:

III. Terms/Elections

A. Committee:

1. The terms for the Department Representatives do not expire. All other members shall serve for a term of ~~two (2)~~ four (4) calendar years. Any vacancies during the term of the member shall be filled for the remainder of that ~~two (2)~~ four (4) calendar year term. Members may serve more than one (1) ~~two-year~~ four-year term if reappointed.

Please see the chart on the next page for an example of how four-year terms with staggered expiration dates could be phased in.

Example of Possible Phase-in of Four-Year Terms for Public Members of the IPM Advisory Committee

	<u>Current Term Expiration Date</u>	<u>Example of Possible Phase-in of Four-Year Terms</u>	<u>Subsequent 4-Year Terms</u>
At-Large 1	December 31, 2015	12/31/15 – 12/31/19	12/31/19 – 12/31/23
At-Large 2	December 31, 2015	12/31/15 – 12/31/19	12/31/19 – 12/31/23
At-Large 3	December 31, 2015	12/31/15 – 12/ 31/18 (one-time three-year term)	12/31/18 – 12/31/22
At-Large Alternate	December 31, 2015	12/31/15 – 12/ 31/18 (one-time three-year term)	12/31/18 – 12/31/22
Environmental Org.	December 31, 2016	12/31/16 – 12/31/18	12/31/18 – 12/31/22
PEHAB	December 31, 2015	12/31/15 – 12/31/19	12/31/19 – 12/31/23
Fish and Wildlife	December 31, 2015	12/31/15 – 12/31/19	12/31/19 – 12/31/23

Memorandum

To: Internal Operations Committee
Supervisor Karen Mitchoff, Chair
Supervisor John Gioia, Vice Chair

From: The IPM Advisory Committee
Cece Sellgren, Chair
Tanya Drlik, Staff

Date: September 4, 2015

Subject: IPM Advisory Committee bylaws changes

Please find attached a marked copy of the IPM Advisory Committee bylaws. Only minor changes have been made, as follows:

IV. Membership

A. The membership of the Committee shall be composed of the following:

1. Four (4) ex-officio, non-voting members as follows:
 - a. Agricultural Commissioner, or designee
 - b. ~~General Services Deputy Director~~Public Works Facilities Maintenance Manager, or designee
 - c. Public Works Deputy Director, or designee
 - d. A current Structural Pest Management contractor with ~~General Services Department~~the Public Works Facilities Maintenance Division

B. Membership Requirements

2. Contractors who provide pest management services to the County may not serve on the Committee. The exception is A.1.d., above, the Current Structural Pest Management Contractor with ~~General Services Department~~the Public Works Facilities Maintenance Division.

V. Staff to the Committee

The County IPM Coordinator shall serve as staff to the Committee. Staff shall issue and distribute agendas in accordance with the Brown Act and Better Government Ordinance. Staff shall finalize minutes and distribute to members ~~within a week after each meeting in the agenda packet~~.

MEMO

To: IPM Advisory Committee
From: Tanya Drlik, IPM Coordinator
Date: August 20, 2015
Subject: Procedural concerns voiced by Michael Sullivan, Parents for a Safer Environment

1. Committee members should RSVP for each meeting.

This concern stems from one meeting of the Weed subcommittee that had to be cancelled on April 14, 2015 and was rescheduled at a time when PfSE members were unable to attend.

This is the only time since the IPM Committee began meeting in 2010 that a meeting of the full Committee or any of its subcommittees has had to be cancelled due to lack of a quorum.

Members do alert the IPM Coordinator if they are unable to attend a meeting; however unexpected circumstances occasionally arise.

2. Quorums are not considered at subcommittees.

Quorums are considered at each meeting of either the full Committee or its subcommittees. If PfSE has specific evidence to the contrary, it should bring that information to the attention of the Committee.

3. There are many absences at IPM Advisory Committee meetings and absences are not addressed at full Committee meetings.

The attendance record for the full Committee is attached. Traditionally, issues with repeated absences have not been addressed at public meetings because they may involve sensitive personal information.

4. Meeting minutes should be distributed within a week after each meeting.

This issue will be discussed at the 9/2/15 meeting.

2015	1/14	3/4	5/6	7/8	9/2	11/4
Carlos Agurto	ab					
Jerry Casey				ab		
Sonce Devries			ab	ab		
Terry Davis			ab	ab		
Doug Freier						
Chad Godoy						
Susan Heckly						
Michael Kent		ab				
Marj Leeds			ab			
Cece Sellgren				ab		
Patti TenBrook	ab	ab				
Allison Knapp						
Cheng Liao						
Total Present	11	11	10	9		
Total Members of the Public attending	4	3	3	2		