

**Revised AGENDA**  
**Contra Costa County IPM Advisory Committee**  
**January 16, 10:00 a.m. to Noon**  
**County Department of Agriculture**  
**2380 Bisso Lane, Concord**

1. **10:00 to 10:05**    **Introductions (5 minutes)**
2. **10:05 to 10:15**    **Public comment on items not on the agenda (10 minutes)**
3. **10:15 to 10:20**    **Announcements (5 minutes)**
4. **10:20 to 10:25**    **Approve minutes from November 21, 2019 (5 minutes)**
5. **10:25 to 10:35**    **Election of Committee officers (10 minutes)**
6. **10:35 to 11:10**    **Continue developing IPM work plan and priorities for 2020, determine subcommittee assignments, and finalize the schedule for speakers during the year (35 minutes)**
7. **11:10 to 11:45**    **Review Committee bylaws and determine if there are components that the Committee would like to explore amending in 2020 (35 minutes)**
8. **11:45 to 11:55**    **Hear reports from the Agriculture and Public Works Departments (10 minutes)**
9. **11:55 to 12:00**    **Plan agenda for the next meeting (5 minutes)**

**Next Meeting Dates: March 19, 2020 and May 21, 2020**

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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 96 hours prior to that meeting are available for public inspection at 4585 Pacheco Blvd., Martinez during normal business hours. Other public records relating to the work of the IPM Advisory Committee are available at [cchealth.org/ipm](http://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:** Wade Finlinson, Committee Staff  
Phone (925) 335-3214, Fax: 925-646-2073, email: [wade.finlinson@cchealth.org](mailto:wade.finlinson@cchealth.org)

## **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