



Washington

# Commission On Integrated Pest Management

Bryn Phillips, Chair – Presiding

March 12, 2024

Via Zoom

*Meeting minutes- draft*

The meeting was called to order at 10:00 am.

## **Introductions**

Commission members present: Matthew Blua, Bryn Phillips, Maggie Elliot, Leighton Overson, Griselda Arias, Catherine Jones, David Gang, Doug Walsh, Jason Beechinor, Gary Melchior, Griselda Arias, Greg Caron, Bill Orchard, Neil Withers and Erik Hodson

Commissioners absent: Sally Buckingham, Aylin Moreno, Marie Hallinen, and Kelly McLain

Staff: Alan Schreiber, Jack Callahan, and Liesl Zappler

## **Approval of Minutes- Dec. 14 & 15, 2023**

There were a couple name corrections.

*Bill moved to approve the minutes for December 14 and 15, 2023, meetings as corrected. Catherine seconded. The motion passed unanimously.*

## **Financial Report/Administrator's Report**

The Commission is awaiting financial info from WSU.

## **SAO Audit**

The auditor met with David Gang and WSU, as well as by phone with Alan and Bryn. Other Commissions have SAO reviews every 3 years, with many documents requested. The information is put into a report which is reviewed by the Commission. The WCIPM was founded in 1995 and hasn't been audited ever. This is partially due in part because WSU is the fiscal agent and is continuously audited by the SAO. The primary focus of the audit is expected to be non-state funds. The audit is expected to start now and run through June and will cover a 4 year period. Tour registration fees and sponsorships for the Commission are the only non-state funds to be reviewed. Because there isn't a commodity group tied to the Commission, there are special funds approved by the legislature that are paying for the audit of up to 200 hours. There will be no charge to the Commission for the audit.

## **DES Report**

The suspension of the delegation of authority has been lifted. The delegation of authority for the WCIPM is \$30,000, or if the contract is with a minority/ women owned or official small business the limit is up to \$40,000.

The Small Agency Procurement Team has a new staff member that was assigned to the WCIPM and has expressed interest in attending a meeting.

### **Tour Report**

The tour date was discussed, as well as the value of Commissioners attending the tour. The date will be either the week of July 22 or 29<sup>th</sup>. Alan will discuss this date with industry reps and get back to Commissioners on the date.

### **Research Coordinator Report**

Jack Callahan (Bryant Christie International) gave an update on the research contracts. Bryant Christie has sent notifications to all applicants. There isn't enough money to fund the grape mealybug project, as there were not enough unspent funds. The WCIPM contract language has been updated with non-discrimination language.

*Matthew made a motion to adjourn. Leighton seconded. The motion passed unanimously.*

The meeting adjourned at 10:40 am.