

AAPCO Board of Directors Meeting Minutes  
April 15, 2015  
Conference Call

Meeting Convened at 1pm EST

Present on the call: Tim Drake, SC Past President; Chuck Moses, NV President; Dennis Howard, MD President Elect; Steve Dwinell, FL; Bonnie Rabe, NM Director; Tony Cofer, AL Director; Tim Creger, NE Director; Amy Bamber, AAPCO Executive Secretary

AAPSE Liaison

The board discussed nominations for the AAPCO liaison to AAPSE. Rose Kachadoorian, OR was offered the position but has declined. The board agreed that Leo Reed, IN fits the role and communicates well with the board. Moses will contact him to offer the liaison role.

25(b) AAPSE Letter response

AAPCO has previously reviewed the letter and returned comments to the effect that the letter should strike a more conciliatory tone and be refined in scope. AAPCO is sympathetic to the issues surrounding minimum risk products and agrees with concerns expressed in the letter. SFIREG has worked with EPA extensively on 25(b) related issues and has reached a resting point on the topic. As written, the board will not endorse the letter. Moses will reach out to the current AAPSE President Mike Weaver, and discuss the scope and next steps.

PPDC Liaison

The board appreciates PPDC's extension of the nomination period for inclusion of an AAPCO liaison on the committee. Moses discussed Marylou Verder Carlos' service on PPDC and his conversation with Chuck Andrews, CA who said Carlos was interested in continuing in the role. The board appreciates her service, but would like a liaison who communicates with the board more closely. Dwinell asked if anyone had contacted John Peckham, MN, to determine if he is interested in serving in the role. Rabe agreed he would be a good candidate. Drake motioned that we ask Peckham, and Cofer seconded the motion. The motion carried. Dwinell will contact Peckham.

SFIREG Chairperson

Jim Gray, ND has resigned his seat as SFIREG Chairperson at the end of April. In light of the news and to ensure continuity for the June meeting, Moses has asked Dwinell, the previous chair, to sit in temporarily. Moses apologizes for moving quickly, talked with Gray and felt that the quick response was necessary. The board discussed many nominees for the position. Creger described the requirements for the chairperson; that s/he be employed by a state lead agency, have a considerable knowledge of all things FIFRA, and be able to travel to all of the meetings. Dwinell added that the person must be able to communicate well, with the states and EPA. And the chairperson must be committed to fluid and constant communication with the AAPCO board. Moses noted that some of the folks being considered are already heavily involved in other aspects of the state's national programs. And yet, while there is a strong desire to bring new blood into the organization, this may not be the best position for that. Drake continued that we need a person with experience, and that the position should not be walked into lightly. The chair needs to have a lot of professional connections and experience. The position requires a diplomatic nature and a strong commitment to speak for all states.

## AAPCO Board of Directors Meeting Minutes

April 15, 2015

Conference Call

After further discussion, Dwinell stated that there is plenty of time to decide within the next month. He is willing to assist with the December meeting if needed. It may be better to take some time and vet possible candidates. Creger agreed, emphasizing that it is better to take our time to get the right person properly set up. Moses would like to see someone in place for the June meeting. Drake suggested an exploratory letter to those under consideration. Moses countered that we should narrow the group first, and requested a small committee. Dwinell asked Rabe and Creger to sit on the committee with him, and an invitation to Kirk Cook, WA and EQI chairperson will be extended requesting his participation as well.

### AAPCO Website Management

Vicki Cassens has requested primary control of the website's management. Bamber stated that it is fine with her if that is Cassens' wish. The board discussed Grier Stayton's work on the web, that he had done a good job and that they liked having him available to upload things quickly. In the past there have been difficulties with NPIRS as the sole website manager, mainly due to multiple professional commitments, timeliness, and possible concerns related to staffing and appropriateness. Creger and Drake questioned the financial relationship AAPCO currently has to support the website and Bamber said she would follow up with Dave Fredrickson, AAPCO Treasurer, to get specifics. For now, Cassens may continue to be the lead for the website's management, but Bamber will have the capacity to upload if necessary. The board will revisit the website's management routinely to ensure the arrangement is satisfactory.

### 2016 Conference Planning

Bamber sent out last year's final draft agenda and the 2015 Conference evaluation summary to Howard and the board to use for 2016's planning. Moses asked Howard to put together a draft agenda, and requested we set up a planning meeting shortly.

### Check Sample Report Review

Creger began the discussion by noting that there is always wide bell curve in the Check Sample laboratory report, and that there are always quite a few outliers. He asked if anyone at EPA or in a state has questioned the enforceability of the work from the outlier labs? Creger had questioned Dave Scott, IN on the topic, and is going to send an email to Scott and Dea Zimmerman, EPA OPP/FEAD asking if the topic had come up during the laboratory director PREP course. He also asked Don Lott, EPA OECA. Both Scott and Lott responded similarly saying that EPA accepts the Quality Management Plans and associated Quality Assurance Program Plans of the labs, including contract labs, as a requirement of the EPA-State grant agreements. Maybe it is a nonissue. Creger wondered if anyone had ever had a legal challenge based on the check sample program? Moses responded that he hadn't heard of it. The check sample program is one way to assure the labs follow their QMPs. It may be an EQI discussion, as it concerns data quality. Creger will ask Scott to follow up with a request for a report on the range of the outliers through time. If there hasn't been an increasing trend, then it isn't an issue. The number of outliers is likely to remain stable through time, since when a lab is an outlier for a particular method, they will take steps to correct the particular issue. The request to see if there has been a change in the number of outliers through time is simple and does not require any specifics regarding the data points or labs themselves.

Leadership and Mentoring

Moses asked how the board can encourage mentoring of new and middle level managers to get them interested in participating. It can be difficult to find volunteers sometimes. Getting new folks involved keeps the organization healthy, and right now we have a gap. There are many who are close to retirement, and many new, energetic members who need opportunities to gain experience. Howard agreed it is a good idea. Rabe and Howard recounted that during the most recent Senior Executive PREP there was a session on how California mentors staff as they come into the programs. Moses asked how they do it, and Rabe said the details are specific to California. But basically, sometimes who just have to take the time to look around and see who is out there. Howard noted that even in Maryland, so close to DC, it can be difficult to get approval to bring staff to EPA meetings due to budget constraints. The idea of webinars and remote meetings was brought up. Moses posed the idea of putting together a pool of members who are interested in serving in the future, so that when there is an opening the board can utilize that pool. Perhaps ask senior managers to submit names of their staff? Rabe replied that sounds like a good start. Cofer described the recent Region 4 pre-SFIREG meeting, which had a lot of new staff in attendance. He said they spent a lot of time trying to demystify the various organizations, and thought it was time well spent. It would be nice to have the SFIREG representatives present similar information at the pre-SFIREG meetings, as a start. Creger confirmed Drake chairs the PREP steering committee, and suggested a FIFRA for new hires course. It was agreed by many to be a good idea. Cofer also suggested having a session in each PREP devoted to the idea so that more PREPsters would be reached. Creger said that there used to be an entire PREP like that, covering everything you need to know to run a program. Another idea is that maybe SFIREG could put together a training manual for new hires, including national issues and operations. A uniform explanation of how the world turns for our programs. Moses agreed, adding the pre-SFIREG outreach, and solicitation of a pool of interested members as initial ideas on how to move forward. Rabe suggested that she and Cofer begin to put these thoughts together, and land on a few definitive ideas to pursue. Cofer agreed.

At 2:26pm Howard moved to close the meeting. Creger seconded, and the motion carried.

Respectfully submitted,



Amy Bamber  
Executive Secretary, AAPCO