

## Secretary and Director Fall Meeting

October 21-25, 2019

Holiday Inn Sacramento Downtown Arena  
300 J Street Sacramento, California

***Schedule of Meetings and Activities***  
***Main sessions in the Location: Fresno/El Dorado/Diablo Room***

### Monday, October 21, 2019

#### *Business Formal*

8:00 am to 5:00 pm	Registration
8:30 am to 10:00 am	Ethics- <i>Hermosa Room location</i>
10:00 am to 11:00 am	Conference Committee- <i>Hermosa Room location</i>
11:00 am to 12:00 pm	Pesticide Mill Disbursement Subcommittee
12:00 pm to 1:00 pm	Lunch on your own
1:00 pm to 2:30 pm	<b>CACASA Board of Directors-General Assembly</b>
2:30 pm to 2:45 pm	<i>Group photo to be taken immediately following</i>
2:45 pm to 3:00 pm	Break
3:00 pm to 4:00 pm	Finance Committee
4:00 pm to 5:00 pm	CACASA Closed Session
5:30 pm	President's Reception-Sierra Ballroom

### Tuesday, October 22, 2019

#### *Business Casual*

8:00 am to 5:00 pm	Registration
8:00 am to 9:30 am	Weed and Vertebrate
9:30 am to 9:45 am	Break
9:45 am to 11:45 am	Laws & Regulations and Specifications & Tolerances Combined Committees
11:45 am to 1:15 pm	Lunch- Keynote Speaker – <i>Dr. Bob Hutmacher, UCCE</i>
1:30 pm to 2:45 pm	Standardization and Statistics
2:45 pm to 3:00 pm	Break
3:00 pm to 5:00 pm	Professional Development-Leadership and Robert's Rules of Order

## Secretary and Director Fall Meeting

Wednesday, October 23, 2019

*Business Casual*

8:00 am to 5:00 pm	Registration
8:00 am to 9:30 am	Nursery, Seed and Apiary
9:30 am to 9:45 am	Break
9:45 am to 11:30 am	Pest Prevention
11:30 am to 1:00 pm	Lunch Keynote Speaker – Tim Cansler, CACASA Federal Advocate
1:00 pm to 2:30 pm	Information Management Committee
2:30 pm to 2:45 pm	Break
2:45 pm to 5:00 pm	Pesticide Regulatory Affairs Committee

Thursday, October 24, 2019

*Business Casual*

8:00 am to 5:00 pm	Registration
8:00 am to 10:00 am	Food Fiber Plant and Resource Protection Committee
10:00 am to 10:15 am	Break
10:15 am to 11:45 am	Legislative Committee
11:45 am to 1:15 pm	Lunch on your own
1:15 pm to 2:15 pm	Long-Range Planning
2:15 pm to 2:45 pm	Break
2:45 pm to 5:00 pm	Personnel Standards

Friday, October 25, 2019

*Casual*

8:00 am to 9:00 am	Registration
8:00 am to 12:00 pm	Board of Directors

# Secretary and Director Fall Meeting

## AGENDA

### ETHICS COMMITTEE

October 21, 2019, 2019

8:30 a.m. – 10:00 a.m.

Holiday Inn Sacramento Downtown Arena  
300 J Street Sacramento, California

#### Committee Members

Stacy Carlsen, Chair  
Tim Pelican, President  
Josh Huntsinger, President-Elect  
Ruben Arroyo, Past President  
Marty Settevendemie, (President 2017-18)  
Cathy Fisher, (President 2016-17)

Sandy Elles, Ex-Officio  
Joey Marade, Ex-Officio  
Hyrum Eastman, Ex-Officio

- I. Call to Order
- II. New Business  
  
New Member Orientation:  
  

Ed King	Solano	(Appointed 07/08/19)
Chris Flores	Sacramento	(Appointed 08/18/19)
Doni Rulofson	Tehama	(Appointed 09/01/19)
Jim Donnelly	Mendocino	(Appointed 09/16/19)
- III. Unfinished Business  
A.
- IV. Additional Items  
A.
- V. Executive/Closed Session
- VI. Adjournment

# Secretary and Director Fall Meeting

## AGENDA

### CONFERENCE PLANNING COMMITTEE

October 21, 2019  
10:00 a.m. – 11:00 a.m.  
Holiday Inn Sacramento Downtown Arena  
300 J Street Sacramento, California

#### Committee Members

Josh Huntsinger, (President -Elect) Chair  
Joe Deviney, (VP)  
Bobbie Willhite, (VP)  
Stevie McNeill (Treasurer)  
Lisa Herbert (Secretary)

Ruben Arroyo (Host County)  
Joe Marade, CDPR\*  
Hyrum Eastman, CDFA\*  
Sandy Elles, (ED)\*  
Tim Pelican (President, ex officio) \*  
(\*denotes non-voting member)

- I. Call to Order
- II. Approval of Draft Minutes – July 22, 2019 and August 26, 2019
- III. Unfinished Business
  - A) Final Secretary and Director meeting issues
  - B) 2020 Spring Conference Planning – Mission Inn
    1. Keynote speaker – Hemp Industry
    2. Professional development – *Honing Management Skills panel*
  - C) 2021 Spring Conference location – May 17-21, 2021 Redding option
  - D) ACASA & CUG Guidelines
- IV. New Business
- V. Additional Items
- VI. Executive/Closed Session
- VII. Adjournment

## **Secretary and Director Fall Meeting**

### **AGENDA**

#### **PESTICIDE MILL DISBURSEMENT SUBCOMMITTEE**

**October 21, 2019  
11:00 a.m. – 12:00 p.m.  
Holiday Inn Sacramento Downtown Arena  
300 J Street Sacramento, California**

##### **Committee Members:**

Nate Reade, Chair  
Karen Overstreet  
Louie Mendoza  
Steve Hajik  
Stevie McNeill

##### **Ex-Officio:**

Jesse Cuevas, DPR  
Anise Severns, DPR  
Joe Marade, DPR  
Sandy Elles, Executive Director  
Kurt Floren, Trust Account Administrator  
Stevie McNeill, CACASA Treasurer

- I. Call to Order
- II. Approval of Minutes
- III. Trust Account Update – Kurt Floren
- IV. DPR Update – Leslie Ford
- V. Mill Disbursement Criteria Review Update – Nate Reade
- VI. Residual Mill Project Proposal Discussion and Recommendation – Nate Reade
- VII. Additional Agenda Items
- VIII. Adjourn

## Secretary and Director Fall Meeting

### AGENDA

#### CACASA BOARD OF DIRECTORS GENERAL ASSEMBLY

October 21, 2019

1:00 p.m. – 2:30 p.m.

Holiday Inn Sacramento Downtown Arena  
300 J Street Sacramento, California

#### Board Members

##### **Officers:**

Tim Pelican, President  
Josh Huntsinger, President-Elect  
Joe Deviney, V-P Ag  
Bobbie Willhite, V-P W&M  
Lisa Herbert, Secretary  
Stevie McNeill, Treasurer  
Ruben Arroyo, Past President  
Sandy Elles, Executive Director

##### **Directors:**

Karen Overstreet	Juan Hidalgo
Tim Gibson	Craig Hemphill
Marcie Skelton	Stephen Scheer
Glenn Fankhauser	Jimmy Hook
Jeff Croy	Carlos Ortiz

- I. Call to Order
- II. Roll Call of Counties – Lisa Herbert, CACASA Secretary, Sutter County CAC/Sealer
- III. President’s Opening Remarks, Tim Pelican, San Joaquin County CAC/Sealer
- IV. CDFA Welcoming Address – Karen Ross, Secretary, California Department of Food and Agriculture
- V. C DPR Welcoming Address – Val Dolcini, Acting Director, California Department of Pesticide Regulation
- VI. Induction of New Commissioners-Sealers – Stacy Carlsen, CACASA Dean, Marin County
- VII. Life and Honorary Membership Awards – Tim Pelican
- VIII. Adjourn (Group photo to be taken immediately following adjournment)

# Secretary and Director Fall Meeting

## AGENDA

### FINANCE COMMITTEE

October 21, 2019

3:00 p.m. – 4:00 p.m.

Holiday Inn Sacramento Downtown Arena  
300 J Street Sacramento, California

#### Committee Members

##### **Nonvoting Members:**

Tim Pelican, Chair & President  
Josh Huntsinger, Vice-Chair & President-Elect  
Stevie McNeill, Treasurer  
Kurt Floren (RM Administrator & QC Trust Trustee)  
Sandy Elles, Executive Director

##### **Voting Members:**

Steve Hajik, North  
Henry Gonzales, Coast  
Louie Mendoza, Sacramento Valley  
Marty Settevendemie, South  
Jimmy Hook, San Joaquin Valley  
Nate Reade, Residual Mill Chair  
Lisa Herbert, Secretary

- I. Call to Order
- II. Approval of Draft Minutes – September 4, 2019
- III. Reports
  - A) FY 2018-19 Year-end Report
  - B) FY 2018-19 audit in process
- IV. Unfinished Business
  - A) Recommendation from Dues Subcommittee & approval of 2020/21 Dues Assessment
  - B) Report on UGT Implementation Plan
- V. New Business
- VI. Additional Items - Annual Financial Statement process
  - A) CDFA presentation of AFS Training Highlights
  - B) Q&A
- VII. Executive/Closed Session
- VIII. Adjournment

# Secretary and Director Fall Meeting

## AGENDA

### WEED AND VERTEBRATE COMMITTEE

October 22, 2019

8:00 a.m. – 9:30 a.m.

Holiday Inn Sacramento Downtown Arena

300 J Street Sacramento, California

#### Committee Members

Chris de Nijs, Chair  
Jimmy Hook  
Kevin Wright  
Gary Fensler  
Nate Reade  
Matt Slattengren

Joe Deviney (Alt)  
Jim Smith (Alt)  
Greg Hinton (Alt)  
Marty Settevendemie (Alt)  
Dave Robinson

- I. Call to Order
- II. Approve of Minutes
  - a) Minutes from 2019 Spring Conference
- III. Unfinished-None
- IV. New Business
  - a) U.S Forest Service- Diana Craig, Deputy Director, Ecosystem Management Pacific Southwest Regional Office
- V. Additional Items- Reports
  - a) CDFA Weed Program Update- Michelle Dennis, CDFA-15 min
  - b) CDFA Biocontrol Program Update- CDFA-10 min
  - c) USDA Wildlife Services Program Update- Mark Ono, USDA-15 min
- VI. Executive/Closed Session
  - a) Wildlife Services Discussion
- VII. Adjournment



## Secretary and Director Fall Meeting

### AGENDA

#### LAWS AND REGULATIONS COMMITTEE SPECIFICATIONS AND TOLERANCES COMMITTEE

October 22, 2019

9:45 a.m. – 11:45 a.m.

Holiday Inn Sacramento Downtown Arena  
300 J Street Sacramento, California

#### Committee Members

Eric Mayberry, L&R Chair  
Angela Godwin (S)  
Stacy Carlsen  
Craig Hemphill  
Milton O’Haire  
Greg Hinton

Cree Morgan, S&T Chair  
Tom Tucker  
Justin Riggs  
Eric Mayberry  
Jeff Croy  
Stacy Carlsen

- I. Call to Order
- II. Approve of Minutes from 5/23/19 in Scotts Valley
- III. Reports
  - A) National Conference -WWMA report- Bobbi Willhite-VP W&M
  - B) DMS update-Kristin Macey
- IV. Unfinished Business
  - A) Ad Hoc update-Eric Mayberry & Cree Morgan
    1. Quarterly call with DMS –Bobbie Willhite
    2. Statewide QC report-Kurt Floren
    3. DA cases survey-Eric Mayberry
- V. New Business
  - A) Monterey County poultry short weight issue-Henry Gonzales
- VI. Additional Items
- VII. Executive/Closed Session
- VIII. Adjournment

## Secretary and Director Fall Meeting

### AGENDA

#### STANDARDIZATION AND STATISTICS COMMITTEE

October 22, 2019  
1:30 p.m. – 2:45 p.m.  
Holiday Inn Sacramento Downtown Arena  
300 J Street Sacramento, California

#### Committee Members

Ed Williams, Chair  
Cree Morgan, Secretary  
Chris De Nijs  
Milton O'Haire  
Justin Riggs

Marty Settevendemie (Alt)  
Fred Crowder (Alt)  
Charlene Carveth (Alt)  
Melissa Cregan (Alt)

- I. Call to Order
- II. Approval of Minutes
  - a. Spring 2019 minutes – approved by email vote on July 25, 2019
- III. Unfinished Business
  - a. Pesticide residue sampling and testing for conventional products at CFM's
  - b. Registration fees for wholesale produce distributors
  - c. Fruit and Vegetable Standardization sunset – AB 419 report
- IV. New Business
  - a. USDA NASS Update – Gary Keough, USDA NASS
  - b. Direct Marketing and Regulations update – Marcie Yount, CDFA
  - c. State organic program update – Danny Lee, CDFA
  - d. Shell Egg Program update – CDFA Staff
- V. Additional Items
- VI. Adjournment

California Department of Food and Agriculture  
California Department of Pesticide Regulation  
California Agricultural Commissioners and Sealers Association

## **Secretary and Director Fall Meeting**

### **Leadership and Robert's Rules of Order Training**

### **Fall Conference Professional Development**

**October 22, 2019**

**3:00 p.m. – 5:00 p.m.**

**Holiday Inn Sacramento Downtown Arena**

**300 J Street Sacramento, California**

Presented by Peter Johnson, Director of the Westgate Center for Leadership and Management Development and the Institute for Family Business in the Eberhardt School of Business at the University of the Pacific. The session will cover multiple topics including:

- Best Practices for Running Effective Meetings
- Creating Clear and Effective Communication
- Building Trust and Respect Among CACASA Membership, Board Members, Staff and the Community
- Using Roberts Rules of Order
- Best Practices of Effective Boards
- Board Roles and Responsibilities
- The Brown Act, Form 700, AB 1234 and other fun stuff

## **Secretary and Director Fall Meeting**

### **AGENDA**

#### **NURSERY, SEED AND APIARY COMMITTEE**

**October 23, 2019**

**8:00 a.m. – 9:30 a.m.**

**Holiday Inn Sacramento Downtown Arena**

**300 J Street Sacramento, California**

#### **Committee Members**

Ha Dang, Chair  
Fred Crowder  
Jim Smith  
Kelle Schroeder  
Ed Williams  
Glenn Fankhauser

Tony Linegar (Alt)  
Tom Tucker (Alt)  
Marcie Skelton (Alt)  
Carlos Ortiz (Alt)

- I. Call to Order
- II. Approval of Minutes
- III. Reports
  - A. California Department of Food & Agriculture  
Plant Health & Pest Prevention Division
- IV. Unfinished Business
  - A. Bee Safe Program
  - B. Bee Where Program
  - C. Seed Subvention
- V. New Business
  - A. Nursery Program Enhancements
  - B. State Apiary Position
- VI. Additional Items
- VII. Executive/Closed Session
- VIII. Adjournment

## Secretary and Director Fall Meeting

### AGENDA

#### PEST PREVENTION COMMITTEE

October 23, 2019

9:45 a.m. – 11:30 a.m.

Holiday Inn Sacramento Downtown Arena  
300 J Street Sacramento, California

#### Committee Members

Humberto Izquierdo, Chair  
Joe Moreo  
Kurt Floren  
Kevin Wright  
Melissa Cregan

Craig Hemphill (Alt)  
Ha Dang (Alt)  
Henry Gonzales (Alt)  
Kelle Schroeder (Alt)

- I. Call to Order
- II. Approve of Minutes  
    May 22, 2019 (CACASA Spring Conference) 5 min
- III. Unfinished
  - A) Subcommittees and Assignments 5 min
  - B) Dog Team Policy Document 10 min
- IV. New Business
  - A) Partner's Reports
    - 1. USDA - Helene Wright & Beth Stone-Smith 20 min
    - 2. CBP - Joe Scheele 10 min
    - 3. CDFA - Ray Leclerc 10 min
  - B) RIFA Detection Contracts – Nick Condos 15 min
  - C) Funding the response to control ISHB – Ed Williams 15 min
- V. Additional Items
- VI. Executive/Closed Session
  - A) EGVM – Humberto Izquierdo 10 min
- VII. Adjournment

## Secretary and Director Fall Meeting

### AGENDA

#### INFORMATION MANAGEMENT COMMITTEE

October 23, 2019

1:00 p.m. – 2:30 p.m.

Holiday Inn Sacramento Downtown Arena  
300 J Street Sacramento, California

#### Committee Members

Stephen Scheer, Chair  
Karen Overstreet  
Milton O'Haire  
Joey Marade (CDPR)  
Dwight Shelor (CDPR)  
Hyrum Eastman (CDFA)  
Jennifer Chan (CDFA)

Milton O'Haire  
Ed King  
Marty Settevendemie  
Matt Slattengren (Alt)  
Tim Gibson (Alt)  
Angela Godwin (Alt)  
Glenn Fankhauser (Alt)

- I. Call to Order
- II. Approval of Minutes
  - a. Spring Conference May 22<sup>nd</sup>, 2019
- III. Reports and Unfinished Business
  - a. Chairs Report
    - i. Data Request Work Orders
  - b. CDPR Update – Dwight Shelor (10 minutes)
  - c. CDFa Update – Jennifer Chan (10 minutes)
  - d. TAP Report – Matt Slattengren (10 minutes)
  - e. CalAgPermits/CalPEATS – John Gless (20 minutes)
  - f. CalCATS – John Haasbeek
- IV. New Business
  - a. Computer Users Conference
  - b. Additional TAP Member CDPR – Tentative Item
- V. Additional Items
- VI. Executive/Closed Session
- VII. Adjournment

## Secretary and Director Fall Meeting

### AGENDA

#### PESTICIDE REGULATORY AFFAIRS COMMITTEE

October 23, 2019

2:45 p.m. – 5:00 p.m.

Holiday Inn Sacramento Downtown Arena  
300 J Street Sacramento, California

#### Committee Members

Ruben Arroyo, Chair  
Steve Hajik, Secretary  
Juan Hidalgo  
Stephen Scheer  
Glenn Fankhauser  
Carlos Ortiz

Joe Moreo (Alt)  
Tony Linegar (Alt)  
Louie Mendoza (Alt)  
Melissa Cregan (Alt)  
Cathy Fisher (Alt)

- I. Call to Order
- II. Approve of Minutes (5 mins – 2:55)
- III. Unfinished Business
- IV. New Business
  - A) DPR Updates – DPR Staff (45 mins – 3:40)
    1. Restricted Material Statewide Training – DPR Staff
    2. Paraquat (Gramoxone) Update - DPR Staff
    3. Surface Water Protection Program Central Region Update – DPR Staff
    4. Fumigant Updates – DPR Staff
    5. Additional Items as needed
  - B) Chlorpyrifos/Alternatives WG Updates – Lisa Herbert, DPR Staff (10 mins – 3:50)
  - C) EPA Region 9 Updates – Amy Miller 9 (15 mins – 4:05)
  - D) Bi-lingual Web sites – Ruben Arroyo (10 mins – 4:15)
  - E) Property Damage Threshold – Joe Deviney (10 mins – 4:25)
  - F) CCR 6766(c) – Transportation of Field Workers – Joe Deviney (10 mins – 4:35)
  - G) SPCB Door Hanger Requirement – Joe Deviney (10 mins – 4:45)
  - H) Pesticide Mill Update – Nate Reade, (10 mins – 4:55)
- V. Additional Items
- VI. Executive/Closed Session
  - A)
- VII. Adjournment

## Secretary and Director Fall Meeting

### AGENDA

#### FOOD FIBER PLANT AND RESOURCE PROTECTION COMMITTEE

October 24, 2019

8:00 a.m. – 10:00 a.m.

Holiday Inn Sacramento Downtown Arena  
300 J Street Sacramento, California

#### Committee Members

Rick Gurrola, Co-Chair  
Tim Gibson  
Charlene Carveth  
Melissa Cregan  
Nate Reade  
Karen Overstreet

Juan Hidalgo, Co-Chair  
Jeff Dolf  
John Young  
Milton O'Haire  
Cathy Fisher  
Cree Morgan

- I. Call to Order
- II. Approval of Minutes
- III. CDFA CalCannabis Update (50 minutes)
  - A) General Division Update – Richard Parrot (5 minutes)
  - B) Licensing update – Lindsay Rains (5 minutes)
  - C) Enforcement Update – Tabatha Chavez (10 minutes)
  - D) Track and Trace Presentation – Tabatha Chavez (15 minutes)
  - E) Appellation and Organic Comparable Standards Regulation Updates – Ryan Bailey (10 minutes)
- IV. DPR Update – Rachel Kubiak (15 minutes)
- V. CDFA Industrial Hemp Update – CDFA staff (55 minutes)
  - A) Industrial Hemp Law and new changes from SB 153 – CDFA Staff (10 minutes)
  - B) Expiration of Emergency Regulations and Regulatory Packet update – CDFA Staff (10 minutes)
  - C) Federal Regulations (10 minutes)
  - D) CACASA comments to regulations (10 minutes)
  - E) Sampling/Harvest/Crop Destruction County Observations – All (15 minutes)
- VI. Adjournment



# Secretary and Director Fall Meeting

## AGENDA

### LEGISLATIVE COMMITTEE

October 24, 2019  
10:15 a.m. – 11:45 a.m.  
Holiday Inn Sacramento Downtown Arena  
300 J Street Sacramento, California

#### Committee Members

Karen Overstreet, Chair  
Bobbie Willhite (S)  
Tony Linegar  
Steve Hajik  
Craig Hemphill  
Glenn Fankhauser  
Dave Robinson

Humberto Izquierdo  
John Young  
Marcie Skelton  
Louie Mendoza  
Kurt Floren  
Carlos Ortiz

- I. Call to Order
- II. Approval of Minutes -- Spring 2019 minutes (Approved July 22 via e-mail vote)
- III. Unfinished Business
- IV. New Business
  - A) DC Delegation Update – Louie Mendoza
  - B) CDPR Legislative Update – Jesse Cuevas
  - C) California Legislative Report/Update – Matt Siverling
  - D) State Advocacy Subcommittee
- V. Additional Items
- VI. Executive/Closed Session
- VII. Adjournment

# Secretary and Director Fall Meeting

## AGENDA

### LONG-RANGE PLANNING COMMITTEE

October 24, 2019

1:15 p.m. – 2:15 p.m.

Holiday Inn Sacramento Downtown Arena  
300 J Street Sacramento, California

#### Committee Members

Sandy Elles, Co-Chair\*  
Marcie Skelton, Co-Chair  
Carlos Ortiz, Secretary  
Steve Hajik  
Glenn Fankhauser  
Humberto Izquierdo

Stacy Carlson (Dean)  
Ruben Arroyo (Past President)  
Josh Huntsinger (President-Elect)  
Hyrum Eastman (CDFA)\*  
Joey Marade (DPR)\*  
*\* denotes non-voting member*

- I. Call to Order
- II. Approval of Draft Minutes – August 9, 2019 and September 9, 2019
- III. Unfinished Business
  - A) Quick review of Strategic Framework - Vision, Mission, Values and Goals
  - B) 2019/20 Tactical Plan Action Goal #1 – Establish a formal Mentoring Program
    1. Review member survey results
    2. Review CACASA Mentoring Program Packet
    3. Mentor/Mentee pairing
    4. Informal/Formal mentoring
    5. Member comments and Q/A
  - C) 2019/20 Tactical Plan Action Goal #2 – Redesign CACASA brochures
    1. Discuss outreach needs – brochure, rack card, postcard
    2. CACASA Annual Report
  - D) 2019/20 Tactical Plan Action Goal #3 – Implementation of the Weights and Measures Resource Analysis Project – in progress
  - E) 2019/20 Tactical Plan Action Goal #4 – Establish a CACASA Ag Legislative Day at the State Capitol – in progress
  - F) 2019/20 Tactical Plan Action Goal #5 – Exploring Options for Brick and Mortar Location for CACASA – deferring to later date
- IV. New Business
- V. Executive/Closed Session
- VI. Adjournment

## Secretary and Director Fall Meeting

### AGENDA

#### PERSONNEL STANDARDS COMMITTEE

October 24, 2019

2:45 p.m. – 5:00 p.m.

Holiday Inn Sacramento Downtown Arena  
300 J Street Sacramento, California

#### Committee Members

Glenn Frankhauser, Chair  
Carlos Ortiz, Secretary  
Cree Morgan  
Josh Huntsinger  
Tim Gibson  
Milton O’Haire

Juan Hidalgo (Alt)  
Jeff Dolf (Alt)  
Ed Williams (Alt)  
Greg Hinton (Alt)  
Jimmy Hook (Alt)  
Angela Godwin (Alt)

- I. Call to Order
- II. Approve of Minutes – May 21, 2019 Spring Conference
- III. Unfinished Business
  - A) Exam Review Subcommittee Update – Huntsinger
    - a. IPM Exam and update of other exams
    - b. Website update
- IV. New Business
  - A) Committee Chair Guidelines – Huntsinger/Fankhauser
- V. Additional Items
- VI. Executive/Closed Session
- VII. Adjournment