



MINUTES
Project Management Committee
Special Meeting
April 15, 2026
Virtual

MOTIONS AND ACTION ITEMS

1. A motion was made to approve the 2026 proposed funding distribution and to allocate the remaining funds as follows: \$20,000 to headquarters for contract labs, \$40,000 to the Western Region for an accelerated solvent extraction, and \$20,000 to the Southern Region for a microwave assisted extraction device, was made by Mary Hausbeck, seconded by Jonathan Sarager; **approved by majority (1 Abstention: A. Simmons).**

Members:

Lina Quesada-Ocampo; IR-4 Executive Director
Liwei Gu; Regional Director - SOR
Mary Hausbeck; Regional Director- NCR
Matt Hengel; Regional Director-WR/PMC Chair
Jonathan Sarager; CLC Chair
Alvin Simmons; USDA-ARS
Simon Zebelo; Regional Director – NER

Staff:

Deborah Carpenter; IR-4 HQ
Krystal Chojnacki; IR-4 HQ

Wednesday, April 15, 2026 2:00 pm EST

-- Lina Quesada-Ocampo called the meeting to order at 2:02 pm --

1. 2026 NIFA Funding Distribution review and approval (Quesada-Ocampo)
 - L. Quesada-Ocampo presented the 2026 Funding Distribution proposal, reviewed swaps and changes to presentation from prior years, and noted that there is a small amount of funding left to allocate.
 - A discussion was held regarding: Integrated Solutions funds, laboratory funding supporting staff, equipment and leases; NC State funding extracted from Southern Region; and subaward due dates.
2. Allocation of extra funds
 - L. Quesada-Ocampo reviewed options and led a discussion for allocating the remaining funds including: headquarters staff support left out from externally funded projects; contract analysis for method development; funding for the WR for an accelerated solvent extraction; microwave assisted extraction device for the SOR; distributing more funding to the University of Maryland Eastern Shore; and test substance standards for Environmental Horticulture projects.
 - A discussion was held regarding the most pressing need to allocate the funds toward, the need to resolve the backlog issue with contract labs and fund method development, the

difficulty of method development for oil, and splitting the funding between the three laboratory costs. \$20k to contract \$40k to each of the labs and \$20k SOR.

- **A motion was made to approve the 2026 proposed funding distribution and to allocate the remaining funds as follows: \$20,000 to headquarters for contract labs, \$40,000 to the Western Region for an accelerated solvent extraction, and \$20,000 to the Southern Region for a microwave assisted extraction device, was made by Mary Hausbeck, seconded by Jonathan Sarager; approved by majority (1 Abstention: A. Simmons).**

3. Update Headquarters hiring plan (Quesada-Ocampo)

- L. Quesada-Ocampo reported on the headquarters plan for addressing staffing needs including hiring a Study Director and also a Lead Weed Scientist/Study Director.

4. Update eFDB Committee formation (Quesada-Ocampo)

- L. Quesada-Ocampo reported on the initiative to create a space for open dialogue about the electronic field data notebook (eFDB), reviewed a list of candidates from the regions to be inaugural members of the committee, and requested feedback on the delegates.

5. Update IS roundtable at Food Use Workshop (Quesada-Ocampo)

- L. Quesada-Ocampo reported on a roundtable session to be held at the Food Use Workshop on pest without solutions, biologicals, managing uncontrolled costs, brainstorming needs that exist and solutions.
- A discussion was held as to when during the Food Use Workshop the session would be held and recommendations were made to have it in the middle of the event.

6. A discussion was held regarding issues with closing out the final year of the 2022 NIFA grant, and the draft president's budget that has IR-4 flat funding.

7. Adjournment

The meeting adjourned at 2:55 pm.