



**MINUTES**  
**Joint IR-4 Commodity Liaison**  
**Committee/Project Management**  
**Spring 2023 Meeting**  
**March 7-9, 2023**  
**Hybrid Meeting - Washington D.C.**

**MOTIONS AND ACTION ITEMS**

**Motions/Consensus Items:**

1. **CLC Vote:** A motion was made to approve the "Track D" Commodity Liaison Committee membership list by Michael Bledsoe; seconded by Amy Upton. **Unanimously approved.**
2. A motion to approve the minutes of the Fall 2022 and Special Meeting of January 19, 2023 meetings was made by John Wise, seconded by Todd Scholz. **Unanimously approved.**
3. A motion was made to approve the "Track D" Commodity Liaison Committee membership list by Todd Scholz; seconded by Jerry Baron. **Unanimously approved.**
4. **Consensus** was held to hold the Summer PMC meeting virtually; and to look at the agenda to see if the meeting date could be reduced to two days, rather than three.
5. **Consensus** was given to develop a national Standard Operating Procedure (SOP) template, pilot it on the Electronic Field Data Notebook, and evaluate it.
6. A motion to adjourn the regular session at 5:15 pm and to move to Executive Session, was made by Alvin Simmons; seconded by Simon Zebelo. **Unanimously approved.**
7. A motion to accept the nomination of Dr. Bernard Zandstra as an IR-4 Hall of Fame Award Recipient was made by Alvin Simmons, seconded by Jerry Baron. **Unanimously approved.**
8. **Consensus** was given on the potential for IR-4 Headquarters to modify the budget on the research side of the food use workshop to account for costly projects, and bring back to the PMC for review.
9. A motion was made to adjourn the meeting at 11:00 am by Alvin Simons seconded by Todd Scholz. **Unanimously approved**

**Motions/Consensus Votes Made Via Email In-Between Regular Meetings:**

1. The PMC voted via email for approval of the IR-4 Project Biopesticide Program to provide regulatory assistance for the use of a dsRNA for control of the Red Palm Weevil. **Approved by written consent (1 abstention: Jerry Baron).**
2. The PMC voted via email for approval of Debbie Carpenter to receive a Special Exceptional Leadership Award to be presented at the 2023 National Education Conference. **Approved by unanimous written consent.**
3. The PMC voted via email for approval of the IR-4 Project Biopesticide Program to provide regulatory assistance for an attenuated strain of Cucumber Green Mottle Mosaic Virus (CGMMV) that acts as a vaccine through cross-protection. **Approved by written consent (1 abstention: Jerry Baron).**

4. The PMC voted via email for approval of the appointment of Ryan Wysocki of the Michigan Blueberry Industry as a member of the Commodity Liaison Committee. **Approved by unanimous written consent.**
5. The PMC voted via email for approval of the IR-4 Project Biopesticide Program to provide regulatory assistance for the attractant Combi Protec. **Approved by written consent (1 abstention: Jerry Baron).**

**Action Items:**

- **Action Item:** Headquarters will develop a brief white paper for RFCs on the difficulties of propiconazole projects; and the importance of considering alternatives.

**Members:**

Michael Aerts; CLC  
 Jerry Baron; IR-4 Executive Director  
 Zach Bagley; CLC  
 Chris Bardenhagen; CLC  
 Michael Bledsoe; CLC  
 Doug Buhler; Administrative Advisor-NCR  
 Jennifer Clarke; CLC  
 Maggie Elliot; CLC  
 William Frantz; CLC  
 Liwei Gu; Regional Director-SOR  
 Matt Hengel; PMC Chair; Regional Director-WR  
 Marcel Holyoak; Administrative Adviser – WR  
 Bob Jones; CLC  
 Moses Kairo; Administrative Adviser – NER  
 Steve Lommel; Administrative Adviser- HQ  
 Michael Martin; CLC  
 Armando Moterroso; CLC

Joe Munyaneza; Administrative Adviser - ARS  
 Keith Pitts; CLC Vice Chair  
 Rachel Roberts; CLC  
 Steve Salisbury; CLC  
 Michelle Samuel-Foo; USDA-NIFA  
 Johnathan Saranger; CLC  
 Todd Scholz; CLC Chair  
 Robert Simerly; Outgoing CLC  
 Alvin Simmons; USDA-ARS  
 Barry Tanner; CLC  
 Dave Trinka; CLC  
 Amy Upton; CLC  
 Lee VanWychen; CLC  
 Herman Waguespack; CLC  
 John Wise; Regional Director-NCR  
 Simon Zebelo; Regional Director - NER

**Presenters:**

David Beaudreau; DCLRS  
 Michael Braverman; IR-4 HQ  
 Debbie Carpenter; IR-4 HQ  
 Krystal Chojnacki; IR-4 HQ  
 Dirk Drost; MUF

Cristina Marchesan Marconi; IR-4 HQ  
 Johanna Mazlo; IR-4 HQ  
 Cristi Palmer; IR-4 HQ  
 Venkat Pedibhotla; IR-4 HQ  
 Hannah Ross; IR-4 HQ

**Tuesday March 7, 2023 10:00 am to 4:00 pm ET**

Matt Hengel called the meeting to order at 10:10 am–

1. Welcome and comments: (Scholz and Hengel)
  - Introductions
    - M. Hengel initiated introductions around the room and on zoom. T. Scholz made an introduction
2. CLC Report (Scholz)
  - Membership report (Presentation)



registration; reported that the PMC has responded to this need by approving the move of additional resources into this area in order to facilitate registration; and shared the ideas of weighted priorities in these areas.

- J. Baron further reported on modifications of field funding models including recent increases (\$7,777); not meeting overhead at some research sites; and proposed moving away from the current standard funding model to more fluid models that would support core sites, secondary sites, and contractor sites.
- A discussion was held regarding the use of cost-share models for integrated solutions (IS) projects; reflecting on lessons learned by IS projects and how to build upon them; and the European Union's acceptable variables for trial differentiation and how that impacts IR-4 projects.

#### 7. Priority setting plans - Dates and Processes

- 2023 Food Workshop Plans and Cost (Presentation)
  - V. Pedibhotla shared the 2023 Food Use Workshop (FUW) deadlines including company meetings, the Industry Technology Session; forthcoming Project Clearance Requests (PCR) deadlines; and shared a draft agenda for the 2023 FUW on September 12-14, 2023.
  - K. Chojnacki reported on the 2022 registration fee, and proposed increased 2023 registration fees.
  - A discussion was held regarding if this increase will equalize our costs; audio visual requirements; if we will utilize zoom (Canadian PMC is not using zoom to have people come in person); review a corporate rate for registration (or registrants, researchers and growers); universities cannot pay resort fees on rooms; and reducing hybrid meeting costs (in 2022 we did this with a video).
- 2023 Environmental Horticulture (Palmer)
  - C. Palmer reported that the workshop will held on October 10-12, 2023; meeting will be 1.5 days long in Little Rock, Arkansas; in-person with hybrid format; and there will be a pre-meeting session for technology from the registrants.

Break for lunch at 12:30pm. Reconvened at 1:30 pm--

- Future: In-person vs. Virtual
  - J. Baron introduced a discussion about hosting priority setting in-person versus virtually. A discussion was held regarding: the benefits of hybrid (participation even if you are unhealthy); preferences for in-person and valuable side discussions; preference for the earlier, separate industry technology session; keeping the fee for attending virtually; existing policy for selecting a location for workshops (two time zones); and defining the success of the workshops during the pandemic.

#### 8. Path Forward 2.0 Update (Presentation)

- J. Baron reviewed the primary six recommendations that emerged from the Path Forward 2.0 report (performance expectations, field trial reimbursement, communications, training, technology, and laboratory backlog) and the work performed to date in strengthening these areas; and the electronic field data notebook (eFDN) implementation and roll-out.
- A discussion was held regarding the reception by the team to the eFDN at the National Education Conference.

#### 9. Communications Update (Presentation + Video)

- IR-4 60 Years-Update education and celebration plans

- H. Ross reported: in February, the 60 year's celebration and branding campaign was launched; shared materials developed for promotional purposes this year; reviewed social media engagement and boost in analytics; reviewed partner engagement and the benefits of joint promotion; and showed a new video highlighted on our home page.

10. Endangered Species Act (ESA) and pesticide approvals for specialty crops (Presentation)

- J. Baron reported: on U.S. EPA's ESA's work plan to focus on litigation cases and registrations with new active ingredients; endangered species protection bulletins issued; and that the EPA will be trying to bundle IR-4 new uses with an ESA assessment being done for a company.
- A discussion was held regarding impacts from the ESA on product development and research; the opportunities of mitigation and offsets; working with the EPA to get clear data requirements to navigate the ESA; broad spectrum products are vulnerable; and if the needed research (mapping) could be included in our prioritization process.

Break at 3:10 pm. The meeting reconvened at 3:25 pm –

11. Approval of minutes, new agenda items

- **A motion to approve the minutes of the Fall 2022 and Special Meeting of January 19, 2023 meetings was made by John Wise, seconded by Todd Scholz; unanimously approved.**

12. Administrative Advisor(s) Report

- NRSP-4 Midterm documents
  - D. Buhler reported that everything is on track and the process should move through with the committee regional reviews and committee reviews next spring; and that the IR-4 Project remains in good standing.
  - M. Holyoak reported that he is working with the grants office to work on getting subawards through to contract researchers; and have issues with break-ins on campus and so University has bolstered security staff.

13. ARS NPL Report

- A. Simmons reported: that the Salinas laboratory is moving to a new facility later this year; the Tifton laboratory has one technician vacancy and one working on Propiconazole projects; they are working with UC Davis to develop a common moiety method; and there is a support scientist to assist Alvin is in the queue with human resources.

14. Approval of Track D CLC Membership

- **A motion was made to approve the "Track D" Commodity Liaison Committee membership list by Todd Scholz; seconded by Jerry Baron; unanimously approved.**

15. Upcoming meetings

- Research Day (April 11)
- Summer PMC meeting (July 11-13) Virtual
- New Technology Session (July 20)
- 2023 Food Workshops-Raleigh (Sept. 12-14)
- Environmental Horticultural Workshop-Little Rock, AR (Oct 10-12)
- Fall PMC meeting/NRPM-Raleigh (October 23- 27)

- Global Minor Use Summit-Madrid Spain (Feb 5-9 2024)
- 2024 Joint CLC/PMC meeting-Washington (March 5-7/March 12-14, 2024)
  - J. Baron led a discussion of upcoming events/meetings for the CLC and PMC.
  - A discussion was held regarding the Summer PMC meeting being held virtually; that the Fall PMC meeting will be held first and followed by the NRPM; and the 2024 Joint CLC/PMC meeting in Washington, DC will wait for folks to check their calendars (might need to focus on the second week).
  - **Consensus was held to hold the Summer PMC meeting virtually; and to take a look at the agenda to see if the meeting date could be reduced to two days, rather than three.**

The meeting recessed for the evening at 3:46 pm to the 60 Years reception.

### **Tuesday March 7, 2023 5:30 pm to 7:30 pm ET**

#### 16. IR-4 60 Year Celebration Program

- Welcome
- Brief Comments by Program Partners
  - USDA – Sanah Baig
  - EPA- Rick Keigwin
  - CropLife-Chris Novak
- Additional Comments
  - Ted McKinney, NASDA CEO

### **Wednesday March 8, 2023**

#### **9:00 am to 11:00 am ET**

Matt Hengel reconvened the meeting at 9:02 am --

#### 17. Operational Unit Reports (NCR, NER, SOR, WR, ARS, HQ)

- NCR (Handout): J. Wise reported on: the finalization of the lab shutdown; that Nicole Soldan has been designated as Regional Field Coordinator; the FRDs doing well on field work; and looking to provide more training and support new FRDs.
- NER (Handout): S. Zebelo reported on: the increased ease of transferring funds to subawards with IDC this year; reported on 2021/2022 final reports and field data books being submitted; the great work of Marylee Ross and Megan James Hickman for ensuring deadlines are being met; and working to support travel expenses for SLRs in the region.
- SOR (Handout): L. Gu reported: the field program is progressing well; in 2022 the analytical lab achieved 13 ASRs and the lab has set a goal of 20 ASRs for 2023; there are staffing changes in the lab with three new hires in 2022 and two in 2023; that Matt Hengel came to give a lab training for the team; there have been equipment transfers from the NCR and new purchases; and that QA is progressing with some travel shifts and cooperation with HQ.
- WR (Handout): M. Hengel reported: that Michael Horak has retired and Kari Arnold has been hired as the new Regional Field Coordinator; work continues to establish a field site in New Mexico; that QA is up to date with completing reports and audits; the lab is operating well and is about 70% done with the lab closures and shifting of projects; that a new piece

of equipment will be installed soon; and that updates being made to the onsite building and the Laboratory will require another temporary relocation.

- ARS: A. Simmons reported: on the success of the EPA audit in Charleston in spite of a short turnaround after receiving notice; that the IR-4 research is going well even while short-staffed; they ahead of 2021 in terms of sending field data books to QA; and that the agreement with NC State for support services from QA and EHC will be extended with funding levels at 2021 levels.
- HQ: J. Baron reported: that HQ receives excellent support from the administration and units at NC State; the organizational chart is mostly full but we are hiring for an open QA position; Juliet Thompson has been promoted to start being trained to perform QA audits; and IR-4 will host and NC A&T biology student for a science communications summer internship.

#### 18. NIFA NPL Report

- Status of 2023 RFA
  - M. Samuel-Foo reported that the RFA was released to IR-4 HQ with an increased amount of funding and that NIFA will be requesting some of the awarded funding to be provided to the network expansion taskforce expanding to the 1890s Land Grant Universities.

#### 19. 2023 funding distribution and related topics

- J. Baron reported: on the NIFA RFA and the total grant allocation \$13,874,243 after NIFA mandated holdback to support operations; and on proposed funding levels for each region, Rutgers, and HQ (awaiting RFC validation) including core, residue, eFDN, field supplement, lab analysis, performance, IS, and EHC.
- A discussion was held regarding indirect costs on contracts; comparisons with 2022 funding levels; and deadlines for interim reporting (early June).

The meeting recessed for the Lunch and Learn at 10:35 pm --

#### **11:15 to 2:00 pm ET**

20. Congressional Lunch and Learn (noon-1:30 PM) - 1539 Longworth House Office Bldg.

- Welcome and Introduction of IR-4
- Speakers representing specialty crops (hops, mushrooms, tomatoes, among others)
- IR-4 Current and Future Issues: FY 2023 and FY 2024
- Questions and Closing

The meeting reconvened from the Lunch and Learn at 2:45 pm --

A brief update was provided regarding the success of the Lunch and Learn; the presentation panel was effective and there were approximately 15 staffers in attendance.

#### **2:15 pm to 5:30 pm ET**

21. Program Reports and Issues

- Food Program
  - Residue Research Program;
    - 2023 Field trials/studies (Presentation)
      - D. Carpenter reported on a new final rule published on several crop groups (CG 15,16, 6 and 7) and another to be published soon (IR-4's portion of the

- work is complete) and congratulated the registration and QA teams for their hard work to get these items completed.
  - A discussion was held regarding an open public comment period for an ESA project.
- Status of pre-2022 Field Data Notebooks
  - D. Carpenter: reviewed the outstanding Field Data Notebooks and noted the issues the delays the receipt of these books are causing; reported that sample shipping delays need to be reduced; and that samples need to be shipped to the labs in order to progress projects in an expeditious way.
  - A discussion was held regarding the issues field data notebook and sample delays are causing and if regional directors can help.
- Analytical Laboratory Discussions
  - Backlog update & reassignment of samples
    - i. D. Carpenter reported: that backlog is dropping but that there are no quick fixes; the labs have done a great job working to reduce the backlog; the need for additional documentation needed for projects that went to other labs or contract labs; the method difficulties that are causing delays; the UC Davis lab taking all of the difficult hemp projects in addition to the transferred projects; and the Florida lab's great work reducing their backlog to only one.
    - ii. A discussion was held regarding the distribution of in-house projects and contract labs to ensure a backlog does not reoccur.
  - Analytical difficulty calculator
    - i. D. Carpenter reported on the existence of a lab difficulty calculator and work toward further developing it for use in developing projects before the Food Use Workshop or to aid in assigning projects to IR-4/ARS labs.
    - ii. A discussion was held regarding the benefit of this tool when it comes to assessing project requests and other items for consideration when selecting projects to pursue.
- Quality Assurance Unit (Presentation)
  - J. Mazlo reported on: EPA compliance monitoring; onsite inspections conducted recently; reviewed new ways of working on inspections as a national team; activities during the last quarter; and the 2022 audit/inspection data and a comparison with 2021.
- Product Performance Research & Integrated Solutions Research (Presentation)
  - V. Pedibhotla reported: on the 2023 NIFA allocated budget including indirect costs for performance and integrated solutions; an increase in the number of performance projects and integrated solutions as compared to 2021; and reviewed 2023 projects by discipline.
  - A discussion was held regarding how CDFA trials are applied to surrounding states.
- International Update - PMC/Canada & Minor Use Foundation
  - D. Drost gave an overview of the Minor Use Foundation including: the mission and vision; current projects; funding activity and fundraising; shared staffing updates; and the future Global Minor Use Summit in February 2024 in Madrid, Spain.



Break at 3:53 pm. The meeting reconvened at 4:05 pm –

- National Education Conference Debrief and other educational issues (Handout)
  - C. Marconi reported: the results of the 2023 National Education Conference (NEC) post meeting survey; the positive feedback about the agricultural tour in Puerto Rico; and the kick-off for the 60<sup>th</sup> Year celebration that was held at the NEC.
  - A discussion was held regarding the positive feedback about the event and the planning groups were commended; and if the NEC should be held more frequently or additional regional trainings.
- Biopesticide Regulatory Support Update (Presentation)
  - M. Braverman reported on: EPA submissions underway; EPA packages under development; EPA registration packages underway; work on Aluminum Potassium Phosphate for management of fire blight; work on an active ingredient transfer; new projects approved for work on; that the ESA is also impacting bio pesticide projects; and ongoing outreach and regulatory training.
- Other items
  - Standardized SOPs (Presentation)
    - D. Carpenter reported on the review of SOPs that could potentially be standardized; boundaries set to identify eligible SOPs; SOPs presented for standardization at the NEC; and the overall response was positive.
    - A discussion was held regarding developing a national template for SOPs and to pilot it on the eFDN; and standardization concentrated in an overall look.
    - **Consensus was given to develop a national Standard Operating Procedure (SOP) template, pilot it on the Electronic Field Data Notebook, and evaluate it.**
  - Archiving Challenges/Solutions
    - D. Carpenter provided a background on archiving space in HQ and long term archiving in DocuSafe in New Jersey; stated the need for a more local to HQ archive space; and reviewed potential changes to the current archiving process, allowing more local archiving near regional offices.
    - A discussion was held regarding the current archival storage process; the need for original documents during audits; the possibility of moving completely to electronic; the number of archival companies available; and the need to explore costs of regional storage (as there was interest).
- Environmental Horticulture (Presentation)
  - C. Palmer reported on: final data summaries for 2022; registrations for 2022 that have slowed a bit due to exogenous factors; outcomes and impacts since the program inception in 1977; existing registration support research network; national projects for 2022/2023; 2023 protocols; and funding/distribution from 2010-2023.
  - A discussion was held regarding EHC work is shared for pathogens on tropical fruits (yes, the results are publically shared on the database).

## 22. New Awards

- J. Baron requested that this item to be moved for discussion in Executive Session.

**A motion to adjourn the regular session at 5:15 pm and to move to Executive Session was made by Alvin Simmons; seconded by Simon Zebelo; unanimously approved.**

**Thursday March 9, 2023 (8:00 am to noon ET)**

Matt Hengel convened the Executive Session at 8:09 am --

23. Executive Session

Break at 10:25 am. The meeting reconvened at 10:35 am --

The members reconvened from Executive Session at 10:59 am with the following motions or actions out of Executive Session:

- **A motion to accept the nomination of Dr. Bernard Zandstra as an IR-4 Hall of Fame Award Recipient was made by Alvin Simmons, seconded by Jerry Baron; unanimously approved.**
- **Consensus was given on the potential for IR-4 Headquarters to modify the budget on the research side of the food use workshop to account for costly projects, and bring back to the PMC for review.**
- **Action Item: Headquarters will develop a brief white paper for RFCs on the difficulties of propiconazole projects; and the importance of considering alternatives.**

24. Adjourn

**A motion was made to adjourn the meeting at 11:00 am by Alvin Simons seconded by Todd Scholz; unanimously approved**