

Pest Management Advisory Committee Charter

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Mission/Purpose

The Pest Management Advisory Committee (Committee) shall assist the Department of Pesticide Regulation (DPR) in identifying, facilitating, and promoting environmentally sound pest management practices and integrated pest management systems. Integrated Pest Management (IPM) is an ecologically-based strategy utilizing pest identification and monitoring, action guidelines, and a combination of management tools including biological control, cultural control, mechanical control, physical control, and chemical control to prevent pests or their damage. By design, IPM programs work to solve pest problems while minimizing risks to public health, nontarget organisms, and the environment. The Committee plays a key role in promoting IPM systems in California through its advisory role in DPR's Pest Management Grants Program.

Authority

Pursuant to Food and Agricultural Code (FAC) section 12536, the Director of DPR (Director), by regulation, shall establish a Pest Management Advisory Committee, specifying, as appropriate, the scope and purpose of its advisory role, membership requirements, and operating procedures. Under this authority, the Director established the Pest Management Advisory Committee in California Code of Regulations, title 3 (3 CCR) section 6256.

Objective and Scope of Activity

The Committee shall assist DPR in identifying, facilitating, and promoting pest management practices and IPM systems that are designed to minimize risk to public health and the environment. Committee activities include, but are not limited to, reviewing applications for pest management grants and recommending to the Director which applications should be funded. The Committee shall meet at least quarterly, but may meet more frequently at the request of the chair. The chair may appoint subcommittees as needed to serve in an advisory capacity. Committee members and any subcommittee members shall serve without compensation.

Composition

As provided in 3 CCR section 6256(a), the Committee shall consist of the following members:

(1) Six ex officio members, who serve perpetually:

- The Director of the Department of Pesticide Regulation or their designee who shall serve as chair of the Committee.
- The Secretary of the California Department of Food and Agriculture or their designee who shall serve as vice chair.
- The President of the University of California or their designee.
- The Regional Administrator of the United States Environmental Protection Agency Region IX or their designee.
- The Chancellor of the California State University or their designee.
- The President of the California Agricultural Commissioners and Sealers Association or their designee.

(2) The following members shall serve a term of office of three years:

- Five members representing academia and public foundations,
- Six members representing agricultural production,
- Four members representing environmental and public interest groups,
- One member representing farm labor organizations,
- One member representing general public and consumer advocacy,
- One member representing nonagricultural pesticide user groups,
- Two members representing pest control advisers, and
- Four members representing registrants and trade associations.

The members of the Committee shall be appointed by the Director and serve at the pleasure of the chair. Vacancies will be filled for any unexpired term of office as appropriate.

Process

The Committee shall meet quarterly, but may meet more frequently if the Director determines that circumstances warrant additional meetings. DPR will coordinate administrative and process support for the Committee. All meetings will be conducted in accordance with the Bagley-Keene Open Meeting Act (California Government Code, sections 11120-11132), which requires the Committee to publicly notice their meetings, prepare agendas, accept public testimony, and conduct their meetings in public. Bagley-Keene also places restrictions on remote participation and requires a quorum for all formal committee decisions.

All Committee meetings focused on grant application review or grant-related decision-making require a quorum to be present to conduct a meeting. A quorum means a majority (13) of voting Committee members. *Ex officio* members of the Committee are not included in the count when determining whether a quorum exists, but may vote on items before the Committee. Committee members who are present but may not participate in the review and selection process are not included in the count to determine if a quorum is present. A meeting must be immediately recessed or adjourned when a quorum is no longer present.

Prior to Committee grant application review meetings, a DPR staff member designated to lead the process for the meeting will email all Committee members and provide attachments that

include the grant application materials for the applications to be considered and a grant application review scoresheet. Committee members are required to submit their grant application review score sheet and relevant comments via email only to the designated DPR staff member a minimum of 48 hours before the start of the grant application review meeting.

A Committee member may not score, discuss, or vote on any of the grant applications considered during a Committee meeting if the Committee member, or an immediate family member, has a personal or financial interest in any grant application being considered by the Committee at that meeting, including as a:

- grantee,
- principal investigator,
- key personnel,
- subcontractor, or
- otherwise will receive a direct financial benefit.

Committee members must comply with all laws that govern financial interest conflicts, including the Political Reform Act of 1976, codified at Government Code section 87100, et seq., Government Code Section 1090, et seq., and Government Code Section 11000.5. If a Committee member is required to disclose a financial interest or recuse themselves from participation, it must appear in the Committee's official record.

Committee members are responsible for reviewing their personal and financial interests before each Committee meeting and determining if their participation on an agenda item could result in a public perception of bias. Committee members who identify a potential bias should disclose and recuse themselves from participating in the discussion on the item.

Committee members who have questions about the above participation procedures should contact DPR for guidance.

Duration

The Committee will be needed on a continuing basis. This charter will remain in effect until revised.