Executive Summary

TO: Project Management Committee/Administrative Advisors/ Meeting Attendees
FROM: Sherrilynn Novack & Van Starner
DATE: September 7, 2011
SUBJECT: Summer 2011 Project Management Committee (PMC) Meeting Minutes

Please find attached the summer 2011 PMC meeting Executive Summary and minutes from discussions July 19-20, 2011 at Marriott Gateway, Niagara Falls, Ontario Canada

If you have any questions about this report, please feel free to contact the appropriate PMC or Headquarters Staff member listed by the agenda item, or us, for clarification.
July 2011 PMC Meeting - Executive Summary

The IR-4 Project Management Committee (PMC) held its summer 2011 meeting on July 19-20, at the Marriott Gateway, Niagara Falls, Ontario Canada. There was also a joint meeting with Agriculture and Agri-Food Canada’s Pest Management Centre (CN-PMC).

**General Items**

- Everyone is waiting on Congress regarding the 2012 budget.
- The PMC Welcomed Ron Tjeerdema as WSR IR-4 Director.

**ARS/ HQ /Regions Updates**

- **ARS** – Has released and dispersed $338,000 related to various ARS lab issues. They expect a 13% cut in funding and are not sure yet how that will impact IR-4.
- **NIFA** - The funds for 2011 are being distributed to regions and HQ by Aug. 1; NIFA expecting a 25% cut in funding; M. Fitzner reported the language in moving IR-4 into a new category is vague but feels it is to provide for better efficiencies, and he suggested IR-4 plan on a 14-15% cut in funding
- **HQ** - J. Baron reported HQ is taking precautions on spending, and is looking into video conference technology. IR-4’s PRIA status is still uncertain but stakeholders have been very vocal and new wording is due soon.
- **North Central Region** – Field is progressing well, and the lab is communicating well with HQ;
- **Northeast Region** - Everything is progressing in the field and the lab has completed all the analysis and instrumentation distribution.
- **Southern Region** – The field is doing well and the issues with the lab include waiting on validations and storage stability.
- **Western Region** – The field is doing well. The lab is chipping away at the backlog. Proposed charge of 25% on IR-4 HQ pass-through funds to UC Davis is still under discussion. This has national implications. **ACTION ITEM:** J. Baron will look into the possibility of using industry money and will follow-up with a letter to R. Tjeerdema.

**Other items**

- **Budget** – Seems inevitable there will be cuts and this will most likely be a multi-year problem. J. Baron suggested taking a pro-active approach and requests an increase in IR-4’s budget, in part due to recent invasive pests like spotted wing drosophila and brown marmorated stink bug (BMSB) and the President’s goal of increasing trade. Maybe it is time for IR-4 to look for other funding sources? **ACTION ITEM:** J. Baron should come up with funding scenarios for a 5%, 10% and 15% cut in overall funding.

A draft funding scenario was distributed reflecting cuts and eliminating funding for efficacy/crop safety (E/CS) research. PMC agreed to fund E/CS through regional budgets rather than zero-out funding for this important research, which currently targets completed residue projects for which crops or pests won’t be labeled until the necessary E/CS data are generated.

**ACTION ITEM:** For E/CS funding we need to compile the expected cost of completing all “committed” projects to achieve new commercial labels based on completed IR-4 residue work, including what’s still needed to support 2011 residue studies, and what will be needed to support new 2012 residue studies. **ACTION ITEM:** All agreed that E/CS funding and per trial funding should be determined ASAP in a PMC teleconference.

- **The PMC will actively participate in the NRPM in October in order to guide the placement of projects.**
- **Due to budgets:** **MOTION** - delay the National Education Conference at least one year - Approved
• Food Use Program - The 2011 Food Use Workshop will take a crop focus rather than discipline focus, while simultaneously discussing E/CS; 45 “A” priorities will be assigned

• Ornamental Horticulture Program - Most protocols are completed and posted and research is being implemented through RFC.

• Public Health Program - IR-4 obtained two experimental use permits on behalf of the US Armed Forces Pest Management Board; Karl is looking for outside funding in military and military procurement specifically for vaccines.

• Communication - The IR-4/EPA/USDA tour focusing on brown marmorated stink bug was well attended and timely.

• QAU - T. Barkalow is looking into software for electronic QA reporting. Within IR-4’s GLP operations, RFC should have office SOPs, especially one on handling data and other study documentation. **ACTION ITEM:** Add an agenda item to discuss SOPs during the next RFC conference call

• Lab Update - The labs are very focused on clearing up the backlog. Under a reduced budget scenario, funding for difficult to analyze projects is zeroed out; if there is a realistic estimate on the costs, it would make sense to reinstate money for this. The monthly ACAC conference calls are very good in helping strategize project planning. D. Soderlund complimented the labs stating, “the level of collaboration between the labs is the highest in the 10 years he has been associated with IR-4.”

• D. Carpenter distributed a Lab Workflow spreadsheet; PMC made some requests for additional columns of information; **ACTION ITEM:** Lab Directors to complete an updated spreadsheet incorporating the new columns and headings, and distribute for PMC review.

• International - The Global Minor Use Summit 2 is slated for February 21-23, 2012, again at FAO Headquarters in Rome. There might also be a capacity building training session on February 24.

**Canadian PMC (Pest Management Center) and IR-4 PMC Joint meeting**

There were good discussions, suggestions and recommendation for ways the two programs can work more efficiently and collaboratively. In 2010 AAFC and IR-4 signed a Memorandum of Understanding in order for the regulatory agencies to understand the collaborative efforts and to underscore the importance of the agreement between the two organizations.

**ACTION ITEM:** Talk to PMRA and EPA about zoning model

**ACTION ITEM:** J. Baron and M. Sethi to work on a business case on what has been completed to pursue meetings with EPA/PMRA on a higher level.

Due to budget constraints, both organizations expect a reduction in travel and field trials in 2012.
July 2011 PMC Meeting Minutes

The IR-4 Project Management Committee (PMC) held its summer 2011 meeting on July 19-21, at The Marriott Gateway Hotel, Niagara Falls, ON.

PMC Attendees:
- Jerry Baron - Executive Director
- Tammy Barkalow - Assistant Director, Quality Assurance (via teleconference)
- Michael Braverman – Biopesticide and Organic Support Program Manager (via teleconference)
- Debbie Carpenter - Assistant Director, Registrations (via teleconference)
- Mary Duryea – Southern Region Administrative Advisor
- Mike Fitzner - Division of Plant Systems-Protection USDA NIFA, Division Director (via teleconference)
- Matt Hengel – Western Region Laboratory Coordinator
- Bob Hollingworth - North Central Region Director
- Monte Johnson - NIFA National Program Leader (via teleconference)
- Dan Kunkel - Associate Director, Food & International Programs
- Rocky Lundy - Commodity Liaison Committee Chair
- Marty Marshall - Southern Region Director and PMC Chair
- Karl Malamud-Roam - Public Health Pesticides Program Manager (via teleconference)
- Sherrilynn Novack – Public Relations & Communications Manager
- Cristi Palmer – Ornamental Horticulture Program Manager
- Paul Schwartz - ARS Regional Director
- Dave Soderlund - Northeast Region Director
- Ron Tjeerdema – Western Region Director
- Van Starner - Assistant Director, Research Planning & Outreach
Tuesday, July 19, 2011

The PMC Welcomed Ron Tjeerdema to his first PMC meeting.

Approval of Minutes/new agenda items: Minutes of the March 1-2, 2011, PMC meeting in Washington, DC were approved with changes - NER personnel Roxanne Fish is full-time but only part-time with IR-4; Jane DeCann and Barbara Anderson are both temporary and part-time. New agenda items were added—funding for field centers and ARS award approval.

Brief Updates:

Administrative Advisors – Mary Duryea reported there were no updates and that everyone is awaiting budget information.

CLC - The CLC is seriously responding to the action of The House of Representatives’ budget for IR-4 in zeroing it out of one place and incorporating it into the Integrated Pest Management and Biological Control line item (at ~15% cut from the President’s first 2012 budget proposal); also concerned about how funds will be administered under the new line item. The February 2012 CLC/PMC meeting in Washington will be R. Lundy’s last meeting as CLC Chair. It may be difficult to replace him because many of the CLC members’ board of directors will not allow them to devote the time to serve as chair. It is important the new chair have good political connections.

ARS (report was in PMC materials) – USDA under travel restrictions. P. Schwartz had to get outside funding for this International trip to Canada, and approval by the Secretary of Agriculture. In the House budget, ARS is cut 13% - not sure how this will affect IR-4; the Weslaco, TX, field site is slated for closure. ARS (Sally Schneider) released $338,000 to NIFA for IR-4 on June 21. These funds are, to be dispersed as follows: $183,000 to replace studies for which residue samples were lost in the freezer issue in Beltsville; $75,000 for QA; $50,000 for Ornamentals at Cream Ridge; and $30,000 to complete analytical summary reports from Tifton and Beltsville. Additionally released funds for new analytical equipment at Wapato and Tifton.

MOTION: ARS requested PMC approval for the Meritorious Technical Service Award to Paul Wade, research director at the ARS Charleston, SC, site. Approved

NIFA – M. Johnson reported Southern Region funds were now available, the Western Region’s would come out in the next week or so, Northeast funds were expected to be available Aug. 1 and North Central and HQ funds should be approved soon. M. Fitzner reported that it was a surprise to NIFA that the House budget zeroed out IR-4; the language in moving IR-4 was vague but thought it was to provide for efficiencies, and the consolidation would mean no more business as usual. J. Baron asked if the Senate agreed with the House in moving IR-4, how would the RFA look? M. Fitzner replied that NIFA takes its instruction from Congress and interprets it as best as they understand it. They would find ways to coordinate the programs. They would look for major stakeholder input. He recommended planning on a 14-15% cut - unless received guidance otherwise, that is how they would proceed. He also commented that it is critical for Regional and HQ funds to be drawn down ASAP.

HQ – J. Baron reported that given the current budget atmosphere, HQ is taking spending precautions in the areas of travel and supplies. HQ is looking into video conference technology as a tool to decrease travel expenses. D. Soderlund commented Cornell uses Polycom and it works very well for small meetings. M. Marshall concurred as he uses the same technology for teaching his classes and it works very well in that forum. UC Davis also has these capabilities. However, the technology is not that good for larger meetings. Admittedly, face to face meetings have their advantages. HQ hired Shiayi Huang for the IT position, Carolyn Jolly is working part time on report writing and Tracy Switek has moved from NJ but is able to continue...
working off-site on crop grouping and report writing. Grace Lennon is now working in a Study Director capacity for HQ along with continuing some western region QC work. D. Thompson is now part of Research Planning, assisting M. Braverman, V. Starner and J. Baron; He is no longer in the Study Director function.

Karl Malamud-Roam will be in NJ full-time by the end of August. Jerry is researching the possibility of subletting some of the extra office space HQ acquired for a great price a few months ago to a group from Rutgers. Dan Rossi is now active again as the Northeast Region Administrative Advisor. PRIA status: still waiting to hear the final decision. Many IR-4 stakeholders requested re-wording of the statement, some changes were made.

SOAR Award: There were two nominations, one was strong the other was not.

**North Central Region (NCR)** – B. Hollingworth reported that there had been several flooded sites this spring but field personnel have been energetic and replanted. The lab is productive, no apparent problems and they are communicating well with HQ. The backlog is not getting bigger. The new assistant QA is working out very well. The MSU funding is expected to be cut 15% from the state’s budget therefore he expects next year the NCR IR-4 program will be paying the full cost ($115,000) of the facility where they are housed. Bob Hollingworth’s extended contract ends June 2012; succession of leadership is being addressed.

**Northeast Region (NER)** – D. Soderlund reported the NER received notice they will get their funding August 1. Despite wet start, everything is progressing in the field and the lab has completed all the analysis and instrumentation distribution. There are still 2 studies that need completing (carrot and small grains); Włodek will complete these by October 1. QA activities are keeping pace with work. Personnel: have money to hire a full-time QA but are waiting on this hire until the 2012 budget becomes clear.

**Southern Region (SOR)** – M. Marshall reported the field is doing well. Progress on the laboratory backlog, however still an issue with validations and storage stability. Włodek is doing a great job going back and forth to complete NER studies. He has strong collaborative skills and is very supported by those working with him in the lab. Jau Yau is still filling in part-time. QA is a worry due to health issues.

**Western Region (WSR)** – R. Tjeerdema reported the field is doing well. Due to budgets, UC Davis is decreasing its support of all ag programs which brings up the issue of the prime lab space IR-4 is using M. Hengel reported the lab is chipping away at the backlog. They have hired a new analyst, Fabiola Zulo, who was Marion Miller’s post-doc and she is doing well in the position. UC Davis is requesting 25% indirect charges on industry money. This has significant implications for the entire program because Rutgers does not charge HQ indirect on industry donations that are passed through to regions.

**ACTION ITEM:** J. Baron will look into the possibility of using industry money to pass through to the WSR to make sure these are unrestricted funds. He will follow up with a letter to R. Tjeerdema with decision.

Commodity Liaison Committee: Rocky noted all is quiet except for “zeroing” out of IR-4; our line item incorporated into pest management & biological control; gave IPM centers $1mil. Close to 14% budget cut for IR-4 under the general line item. Concern – how will those funds will work, what will the process be, ups and down historically with how funds distributed, concern about more administrative costs or a less efficient distribution system implemented; also concerned about it now being flexible funds instead of dedicated line item. This is Rocky’s last year as Chair. The timeline for selection of a new chair is the next CLC meeting in Feb 2012, Rocky is looking into who will succeed him. Thenew Chair needs to have strong political connections, Several potential candidates have already declined the position

**Budget** – It looks very likely there will be cuts, but how much is cut is unknown at this time. Conventional wisdom is that the passed House budget will not go anywhere because the Senate will not accept that
level of cuts. Also unknown is the issue of how the funds will be administered, and indirect costs - will IR-4 have to pay these costs if put into Improved Pest Management and Biological Control.

CLC members Lin Schmale and Rebeckah Freedman-Adcock jumped right into helping find answers to this question by meeting with key staffers of those seated on the House Appropriation Committee Sub-committee on Agriculture and inquired at USDA too. D. Soderlund commented that as much as budget is problematic the ambiguity is just as problematic and we might want to consider which of these to pursue. Another important consideration is that this budget issue will most likely be a multi-year problem.

J. Baron submitted a draft funding scenario that reflected IR-4 with a 15% cut, with funding for efficacy/crop safety zeroed out. PMC agreed to continue funding E C/S.

Jerry also suggested taking a proactive approach and ask for an increase in funding. He feels the timing is right, especially due to the Spotted Wing Drosophila (SWD) and the Brown Marmorated Stink Bug (BMSB). PMC supported the plan to put together a one-page (updated to include following comments) paper supporting an increase in IR-4’s budget to $14 million, and suggested adding information that includes how much crop loss is documented due to BMSB and SWD, as well as include how many jobs are supported through IR-4 (beef-up the “return on taxpayer investment” theme).

It is also time for IR-4 to look for other sources of funding, and to look at closing centers if they are not producing – are there centers that are just not needed significantly to meet EPA regional residue trial requirements Private funds are not coming in as in the past.

**ACTION ITEM:** J. Baron should put together a budget scenario if IR-4 is cut 5%, 10% and 15 %.

The PMC agreed that IR-4 target 45 “A” priorities to be selected at the 2011 Food Use Workshop, with an additional 15 or so projects added via regional upgrades or upgrade proposals. We should target ~340 state trials at $5,500/trial, which would leave some additional funding (~$141K) to aid centers that receive insufficient trials to meet their minimum operating expenses. **ACTION ITEM:** For E/CS funding we need to compile the expected cost of completing all “committed” projects to achieve new commercial labels based on completed IR-4 residue work, including what’s still needed to support 2011 residue studies, and what will be needed to support new 2012 residue studies. **ACTION ITEM:** all agreed that E/CS funding and per trial funding should be determined ASAP in a PMC teleconference.

**NRPM -** The PMC agreed to actively participate in the October NRPM in order to manage the project placement at research centers.

**National Education Conference** - Due to budget issues, there is concern that participation in the National Education Conference being planned for Feb. 2012 in San Antonio, TX, will be limited. ARS has already told the training committee they likely will not be able to attend. If the National Education Conference were cancelled now there would be no penalty from the hotel venue. The Training Committee feels that a one year delay would not adversely affect the training program.

**MOTION:** Delay the National Education Conference at least one year. Approved.

Regular training is a provision of GLPs. T. Barkalow is concerned with overlap in regional training if NEC is delayed further than a year. NEC will be added as an agenda item for October PMC. The committee would like to see some financials for a meeting in 2013 or 2014.

D. Kunkel asked if the committee can look into seeing if the IR-4 handbook needs updating as it has been over five years since it was updated. This should be a topic for the next Training Comm. meeting.
EPA Update, Work Plans, FDB/ASR Completion Status, Timeline Status, International Activities – D. Kunkel reported the 2009 FDBs are nearly all through the system. 2010 FDBs also are in good shape, and 2011 are just starting to come in. Deferred to Matt Hengel to discuss the laboratory backlog issue.

Ornamental Horticulture Program –
The program over the last few years has become quite extensive in terms of numbers of protocols and seems to be tackling too many different projects simultaneously. A discussion will be had with the RFCs on how to better focus the research direction. A proposal is to limit workshop priorities to two efficacy projects each for Pathology and Entomology, and one for Weed Science, with crop safety for each discipline. The discussion will also cover PGRs and whether there should be none or one priority project for 2012/2013. Most protocols are completed and posted and research implementation is in the hands of the regional coordinators. The program received two grants for exotic rust pathogens (gladiolus rust, chrysanthemum white rust), and we’ve been invited to participate in the APHIS Task Force on Duponchelia fovealis (European Pepper Moth). A question was asked if the companies have concerns with the data packages being posted to the web. C. Palmer commented no, they actually appreciate it.

Public Health Pesticides – Karl Malamud-Roam). IR-4 facilitated two experimental use permits on behalf of the US Armed Forces Pest Management Board; experimental applications in urban areas with pypirroxiisten for Aedes albopictus. Resmethrin & Temephos – EPA proceeding with voluntary cancellation because manufacturers couldn’t develop the needed data for re-registration. Putting together arguments that some of the re-reg data requirements be waived if some of the non-public health uses were dropped keeping the public health uses. World-wide impact – because some countries may drop use if US does not maintain the registration leaving large holes in managing mosquitoes. Karl met with Gates Foundation last week. There is a request for IR-4 assistance in developing expertise/regulatory capacity in Africa. EPA has requested IR-4 involvement on a task force on tick-borne diseases

Communication Update – The IR-4 USDA/EPA tour focused on the BMSB and was very timely as the Mid-Atlantic region is really being hit by the stink bug and orchards are being devastated. S. Novack demonstrated the tracking features of the new marketing tool – Constant Contact.

Biopesticide and Organic Support – M. Braverman participated in the NAFTA Biopesticide Registration Improvement Course. Project update:
- The joint Canadian/US study on bacteriophage Clavibacter on tomato has gone through its second review and is on track. IR-4 data is being used as part of this package.
- The PRIA date (October 26, 2011) for Oriental beetle pheromone will likely need to be extended. Rutgers research helped make the decision to go through with the review
- Apergillus flavus on pistachio is under review at EPA; more data has been requested; PRIA date is Nov. 21, 2011. The Biopesticide grant program helped fund this work.
- Anthraquinone bird repellent on corn received a Section 18 in 12 states, on rice in two states and on sunflower in one state (PRIA date is Jan. 2012).
- Papaya ringspot virus- independent lab analysis of viral genetic material for papaya is being required by EPA, we are funding data collection in 2011
- Hops Beta Acid – approved biochemical classification for this. Natural products need to go through review before can be submitted to EPA as a biopesticide. Currently under section 18. It is produced during the production of hops And is useful for management of varroa mite.. In the step of scheduling a preregistration meeting with EPA
**QAU** - The QA Spring Planning Meeting was held in Houston, TX from March 15-16. T. Barkalow has looked into electronic QA reporting software that starts in the $35-45K range. QA would like to have field facility SOPS available via the web. Of the 2009 FDB, 565 were finished, 6 in QA, 3 were still expected. Of the 2010 FDB, 442 were finished, 82 in QA and 39 were still expected. HQ QAU has 2 final reports for 2nd check and completed 41 2nd checks in 2011.

**Lab Update** - Of the “homeless” projects remaining from the closure of the Beltsville laboratory, Linuron can be done without spending a lot of resources. For glyphosate analyses, the possibility of an LC/MS/MS method found in the literature will make this not as difficult, but the lab is still in need of a secrecy agreement for a new method from Monsanto. On the whole, the labs are very focused on getting the backlog cleared up. The new budget does not include difficult-to-analyze funding, but it would be good to re-instate some funding for this. The ACAC committee meets monthly, meetings are flowing well and issues are being resolved more efficiently. They are able to triage information to see where the labs are and where they are going and what products need completing sooner. D. Soderlund commented on the level of collaboration between the labs as being the highest in the 10 years he has been with IR-4; congratulations to Debbie and Matt for leadership on the ACAC.

**Wednesday Joint with Canadian Pest Management Centre (CN-PMC)**

Dean Thompson (Chair of CN-PMC Advisory Group) challenged the group to brainstorm on how to work together in budget crunches.

Manjeet Sethi was very pleased with success as partners on common issues. He reported the CA-PMC is establishing its own lab (currently lab analyses are performed privately).

Jerry Baron reported the two groups have gotten a lot done and the challenge for the future is working together to do more with less. Overall the Crop Grouping enhancements is a multi-year joint project lead by IR-4, involving the EPA, CN PMC, and Pest management Regulatory Authority. NAFTA harmonization of crop groups will be a key element in them going through Codex Committee of Pesticide Residues (CCPR). J. Baron covered the Action Items from the GMUS 2007 which covered a discussion of the global residue study on tomatoes which was conducted in various climatic regions. He is hoping the data from the study leads to advancing the argument for global zones. In 2010 CN-PMC and IR-4 signed a Memorandum of Understanding in order for the agencies to understand the collaborative efforts and to underscore the importance of the agreement between the two organizations. Joint meetings with PMRA/EPA will also give them confidence in these collaborative efforts.

Due to budget constraints, both organizations expect a reduction in travel, and field trials. There was an open discussion of ways the two organizations can work under these challenges posing this question to the group: How can we maintain same partnership level with fewer resources?

Comments/ questions included:

- Are there opportunities to reduce data requirement?
- Improve harmonization between the two organizations
- Further engage EPA and PMRA in harmonization activities
- Activate US/Canada working groups to harmonize report, ASRs, Field Data Books (RDFN) and protocol (Study Plan) - Canada will send IR-4 the OECD report version they use; new PMC lab to incorporate IR-4 ASR report template from the start
- Same with QA reviews - to make this happen there needs to be compromise and collaboration
- Could there be a common database?
- Possibly hold a joint Food Use Workshop - IR-4 is going to a crop-based approach for priorities; Canada picks out the most important pest problem - this is getting closer to a common approach, but is still a ways off for a potential joint workshop
• Increase number of joint studies from 15 to 20, 30, or 40
  o One reason this cannot happen right now is capacity; AAFC has already committed to completing other “legacy” priorities
  o ~1/3 of these projects are being completed to “catch up” to what is already registered in U.S.; where applicable, the Canadians will use U.S. data
• Have same talking points when going to regulators regarding climatic zones, data requirements
• Extend the partnership beyond the two organizations
• Under NAFTA, an agreement was reached to reduce data by 25% but when actually put into practice it was advised against implementation. Suggested to actively pursue the 25% reduction with EPA and PMRA in 2012 research plan
• Commodity groups in Canada have a very strong voice about the role they can play in harmonization
• NAFTA technical group on pesticides should have a side meeting of stakeholders in November
• Communication is very important - how many growers comprehend what a minor use is and know how things have improved dramatically; this needs to be communicated with growers so they can get the message out about what positives have been accomplished through these programs.
• Joint publicity piece

**ACTION ITEM:** Talk to PMRA/EPA about zoning model
**ACTION ITEM:** J. Baron and M. Sethi to work on a business case on what has been completed, to pursue meetings with PMRA/EPA on higher level

J. Baron explained PRIA “Public Interest” document, still not resolved with EPA.

**Wednesday Afternoon PMC**

**Timeline Committee Report Update** - J. Baron gave an update on the 10 Recommendations the timeline committee suggested to improve processes (see attached).

1) Bids from 2 contractors for Project Management Training are too expensive and not the right fit; PMC decided to put “on-hold” this training due to budget issues; possibly consider it as part of the next National Ed. Conference
2) Database hire at HQ – done
3) So far there are not good options available for electronic data collection
4) Various groups within IR-4 should consider SOPs to unify IR-4 approaches to various processes. For the labs, the lab guidance document is probably the best that can be done. RFC need to consider establishing data handling SOPs within their regions to fill a void in GLP compliance – **ACTION ITEM:** PMC requests RFC to add this discussion to the next RFC meeting.
5) Labs to improve ASR timing – progress is being made
6) QA is exploring electronic QA audit options, with one already presented to HQ
7) “normal”, “fast” and “expedite” terminology for study timelines – is ongoing and thru ACAC meetings is being addressed; working to dovetail IR-4 submissions with registrant timelines when possible, and bundling studies with the same AI
8) Limited progress to-date in modifying HQ staff duties, including SDs, to speed up processes
9) Progress with registrant materials for IR-4 submissions – some improved, others not
10) PMC has not specifically reaffirmed to all IR-4 employees and units that consensus decision-making is to be the norm for IR-4, but only on an as-needed basis.

**Lab Workflow spreadsheet** – This spreadsheet was requested by PMC for tracking study progress through the system, particularly after samples reach the lab thru receipt of the final ASR at HQ. Suggestions were to add/revise a couple columns: add “ASR due date”, add “Date Draft ASR to QA”, change “ASR complete” to “ASR signed” (“ASR signed could replace “QA complete”), and add “Due Date to HQ”. This spreadsheet needs to reside on the IR-4 website for all to view, but with limited access.
for making updates/changes. **ACTION ITEM:** Lab Directors to complete an updated spreadsheet to include these changes and resend to PMC for review.

**Food Use Workshop 2011** - V. Starner reviewed the changes in this year’s workshop to be crop-focused not discipline-focused. Attendees will discuss efficacy/crop safety (E/CS) projects simultaneously with residue projects, stressing efficacy that leads to registration. PMC is supportive of funding all E/CS research needed to complete “committed” projects, but we should not plan additional E/CS research automatically, but allow PMC to determine if there is a more important use for any “excess” funds.

**International Activities** – D. Kunkel reported GMUS-2 is scheduled for February 21-23, 2012, in Rome; the Global Minor Use Portal now has its own url: gmup.org; the Global Residue Study will be presented at Summit II – suggestion was that this should be published; for other global residue work J. Sandhl is organizing with spinosad/azoxystrobin using FOA funds he’s looking to IR-4 for guidance

**Upcoming Meetings**
**2011 Food Use Workshop**
Sept 13-14, 2011
Cary, NC

**Ornamental Horticulture Workshop**
October 5 & 6, 2011
Tour October 7, 2011
Sacramento, CA

**NRPM/PMC Meeting**
Week of October 24, 2011, Princeton, NJ
(suggested times for various sessions that week were discussed, to be finalized later; an All-hands meeting will be planned the early part of Wed. p.m., followed by the first part of the PMC mtg., then the rest of PMC mtg. all day Oct. 27; there will be a mtg. for Cristi and RFC, the quarterly RFC mtg., QA planning mtg., and the NRPM)

**Global Minor Use Summit 2- Rome, Italy**
February 21-23, 2012

**Spring PMC Meeting (tentative)**
Feb. 28 a.m. – CLC
Feb. 28 p.m. – CLC/PMC
Feb. 29 all day – PMC (potential House/Senate luncheons)