



July 2016 PMC Meeting - Executive Summary & Minutes

TO: Project Management Committee/Administrative Advisors/CLC members

FROM: John Wise and Matt Hengel

DATE: August 21, 2016

SUBJECT: Summer 2016 Project Management Committee (PMC) Meeting - Executive Summary & Minutes

Tuesday Jul. 19th: 8:00 am to 4:00 pm

- 1) Approval of minutes, Dan Rossi made MOTION to Approve. Matt Hengel second. All in favor. MOTION PASSED.
New agenda items: Jerry Baron added Non-Disclosure Agreements (Confidentiality)
- 2) Reports from AA's, NIFA, Regions, HQ, ARS, CLC
 - 1) AA – 5 yr cycle now for NRSP funds. Doug indicated that things are going smoothly. Rick Rhodes to replace Dan Rossi as NE Executive Director. Jerry asked about how Rick feels about IR-4. Doug indicated that he will be fair.
 - 2) Rob Hedberg – Discussions for 2017 Farm Bill will come after new administration. Sonny's 100MIL basket approach for "tactical science" projects is getting some traction in the agency. Rob would like to raise profile of "service oriented" proposals. Expecting a facilitated workshop in 2017 to try to make next step. NIFA Director's position is renewable 6 yr apt, intended to bridge administrations, but the next administration could appoint, ask for resignation or be terminated by the President. John asked Rob about listening sessions and what happened to the ones in California. Rob didn't have a good answer.
 - 3) NE Update: (Dan R.) Marylee Ross has full time assistant. The transition of the Field Program going smoothly. Snyder Farms to take some of field work. It was noted that Sherri Nagahiro did a great job in getting subawards out quickly.
SOUTH Update: (Marty and Liwei) Florida QA was assisting with Tifton's QA needs. Field and Lab are making progress.
West Update: (Matt) Matt announced that his lab will have to move. Dean's Office (brokered by Ron) provided space in old Environmental Toxicology building. IR-4 may have to pick up the cost. The lab is looking to be completely moved by late 2017. Some discussion on if the move was strategic and whether the Field and QA personnel would be moving (initially the lab only). Becky has announced her retirement for spring 2017. New posting will be announced in next month and new hire expected in Jan 2017 for mentoring. Matt commended Becky for her commitment to region and program.
NC Update: (John) Field trials are down due to normal ebbs & flows of the types of research for a given year. John has been working with lab to eliminate backlog issues by adjusting lab staff strategies. They hope to clear up backlog by end of year. Wayne is doing more capacity

building to help with budget (FAS Funds). He is training Egyptian Lab visitors. He also recognizes retirements are coming.

- 4) ARS – funds (\$300K) are being pulled by Andy Hammond from umbrella fund to shore-up PNW lab in Wapato. This is a problem because it takes from fund to upgrade IR-4 equipment. ARS administrator Chavonda Jacobs-Young is administrator over Andy Hammond.
 - 5) HQ – 1.4 MIL grant (5 year) from FAS to add additional field trials to address international MRL requirements. Cristi Palmer's SCRI grant was approved (~7 MIL with full IDC). Some discussion how much additional administrative work associated with a grant of this size and how it may negatively impact core programs. Jerry mentioned difficulty with having a succession plan with so many senior staff at HQ.
 - 6) CLC – Todd reported in place of Mike Bledsoe. He talked about DC Mission plan and how the group could better target house/senate folks. Also mentioned organizing an educational meeting at the FUW or at CLC Meeting for training on how to give presentation to administration/house/senate before going to the Hill during DC trip. He is also considering a visit to ARS administrator to emphasize importance of IR-4. Some discussion on Farm Bill. Problem with Farm Bill money is that authorization may occur but appropriation may be delayed or changed. Also line items are viewed negatively.
- 3) Food Program
- 1) PMC to approve the tentative \$ allocated to the field research programs for 2017
Motion to fund up to 52 studies at the IR-4 2016 Food Use Workshop and upgrades and 457 trials (maintaining \$6K/trial), thus \$2,080,000 of the \$2.58M from NIFA funding is targeted for field trials (317 from the NIFA grant, 70 from ARS, 40 from Canada, and 30 from FAS-TASC) that provide residue samples (or PPWS studies [~\$45,000] replacing "A" residue priorities); \$450,000 is allocated for performance research (product efficacy and crop safety trials – the old "E/CS", which may include a number of joint studies with Biopesticides); and \$50k for difficult trial extra funds. Dan Rossi made MOTION to Approve. Matt Hengel Second. All were in Favor. Motion passed. Jerry mentioned the IR-4 received a grant from UDSA-Foreign Agriculture service to "supplement" IR-4 research to include additional data required by US trading partners. IR-4 will have resources to fund additional field trials, additional decline trials, additional crop fractions and additional metabolites required to allow global trading partners to establish MRLs support US exports. We should have about \$300,000 a year to fund necessary research. Discussion regarding challenges with moving Biopest funds from one researcher to another. Suggested to hold approval for Bio and Orn funding until October.
 - 2) BASF Product Performance requirements
 - a) Discussion to create a new "AE" for trials that have extra costs (crop safety, performance, etc.), which would be shared with during FUW. Workshop participants will have to agree to extra costs and possible loss of a priority elsewhere.
 - b) Motion: "develop a new criteria "AE" to represent high cost products nominated for prioritization at the FUW", so that stakeholders decide the value of the solution. Studies that require more than \$10K extra to support the residue trial. Motion retracted.
 - c) Van, Dan and Jerry to fine tune what might be considered above and beyond a typical project. Jerry mentioned that if we get PCRs to BASF by July 1, then would get back to us with requirements and if they would support.
 - 4) Nondisclosure agreements. Discussed having one agreement with Jerry at HQ that would cover all four field coordinators talking about products with registrants and at FUW. It was noted that some institutions would require a new NDA each time.
 - 5) Upcoming meetings
 - 1) Fall PMC meeting Oct 26-27 and NRPM is following week call-in.
 - 2) Spring PMC meeting will be in Wash DC March 8-10 Hyatt Regency Capitol Hill (might be following week, Jerry to follow-up), CARET meeting is March 5-7.
 - 3) National education meeting Feb 27-Mar 1, 2017.
 - 6) Executive Session

1) Path forward

i) Status of Path Forward documents

ii) Alternative funding

- (1) EPA sets aside \$2MIL from PRIA fees each year for other programs. Discussion with EPA suggests IR-4 might be able to access some of this. Would require Congressional action to allow in next PRIA to get \$\$ via partnership grants. If we could get \$1MIL it would cover IDC. PRIA coalition (EPA, Commodities, NGOs) proposals to congress for how PRIA fees are distributed.
- (2) Matching funds from commodities to get studies completed at normal or enhanced timeline.

iii) Organizational assessment – review recommendations

- (1) Consider Structural versus Process orientation to gaining efficiencies
 1. Discussed changing labs from core funding to a minimum core funding followed by \$\$ for each completed study.
- (2) Discuss Criteria for comparing regional efficiencies
- (3) Discuss which IR-4 processes are likely to yield greatest efficiencies and improve deliverables.
 - a) Discussed option of providing a portion of core funding to the labs, and remaining funds linked to delivery of study results within timelines.
 - b) Currently have 5 grant applications. What benefits would there be to have a single proposal, with sub-awards to regions. Appears to be advantages and disadvantages.
 - c) NIH allows a single proposal with multiple PIs. Is this allowable for IR-4? Rob thinks this is not allowed in USDA at this time.
 - d) May be more efficient to run Biopesticide program through HQ instead of Regions.
 - e) Motion: Approval of registration support for Biopesticide registration projects (outside of workshop) will be handled at PMC meetings. Rob second. All in favor. Motion passed.

7) Tour (4 PM)

Wednesday, Jul. 20th: 8:00 am to 3:00 pm

1) Executive Session: Organizational Assessment

i) Decisions on structural process change options

- (1) Keep three labs but focus on efficiency and Best Practices in each lab. Plan for a facilitated meeting at the National Planning meeting to review and assess processes in the labs for delivering. Topics: trial selection, analysis priorities, lab efficiency and achieving timelines. Motion: accept the three lab system through the next grant to be revisited for the 2019 grant cycle, and also direct the labs to undergo a process improvement exercise beginning at the National Education meeting in Feb 2017. Motion passed. Expect final product by May 15, 2017
 - a) In this process improvement consider factors that affect priorities, such as bundling, storage stability, International, and other factors such as Section 18s and MFG priorities.
 - b) Discuss requirements for working lab back log off in the next 24 months.
 - c) Consider further lab options for functioning as a single IR-4 lab unit, for example, with a concentrated decision point for chemistry and priority discussions.
 - d) Consider committee members, similar to ACAC, with Matt Hengel as chair and PMC representative.
- (2) Motion: develop a relatively complete cost accounting for each region, breaking apart cost for lab, field and QA. Someone will have to come up with parameters and \$ numbers will come from five years of budgets. This includes ARS. Three person committee, Dan Rossi, Lewei Gu and Matt Hengel. Done before next PMC meeting. Matt Hengel Second. All in favor. Motion passed.

- (3) Rob thinks bringing in a process improvement specialist to aid in our effort. Lean Six Sigma. Total Quality Management. Wynn John of DuPont is knowledgeable in Lean Six Sigma and also retired. Consider as facilitator.
- (4) Merging NC and NE regions considered for the 2019 grant cycle, following being informed by the budget comparisons.
 1. Motion: After review the PMC has decided to maintain a four region program with the expectation that the efficiency exercise and future attritions will inform opportunities for consolidation. Jerry Baron Second. All in Favor. MOTION PASSED.
- (5) Movement of field data books, process from HQ to RFC to FRD to QA and back to HQ.
 - a) Exercise would include study directors, QA, RFC, FRDs.
 - b) Recommend an 8 person committee.
 - c) Jane Forder, Becky Sisco, Nathan Leach, Christine Marconi, Dan Heider, Clark Oman, Grace Lennon, Tom Frieberger, Dan Kunkel.
 - d) Motion: charge to establish task force for "field data flow" process improvement.
 - e) Expect final product by May 15, 2017
 - f) Motion: establish a task force to address "field data flow" process improvements, with an exercise at the Nat education meeting (Feb 2017) meeting and initial product by May 15, 2017. Matt Hengel Second. All in favor. Motion Passed.
- (6) As retirements approach the PMC agreed to talk before rehiring knowing possible future reductions in funding and trying to gain efficiency. Example when analyst or RFC/FRD retire, come together and talk about maybe merging positions or just don't hire a replacement. In this case the work and funding would be redistributed.