



MINUTES
CDS Conference Call
Friday, March 13, 2020, 2:00 p.m. – 3:00 p.m. EST

Executive Committee Members Present: Justin Brown, (Chair), Harold Browning, Gregory Galloway, John Gless, Justin Golding, David Howard, Julia Inestroza, Matt McLean, William “Gee” Roe III, Mari Skari, and James Sniveley

Ex Officio: Richard De Los Santos

Other Board Members: David Baltensperger, Chair, NAREEE Advisory Board

Citrus Disease Committee Members Absent: None

NAREEE Board Staff: Ms. Michele Esch, Executive Director, Ms. Shirley Morgan-Jordan, Program Support Coordinator, and Mr. Niklas Spitnale

Others Present: Parag Chitnis and Michael Fitzner

I. Welcome and Roll Call of the Executive Committee Members and Other Attendees

Ms. Michele Esch welcomed everyone on the call.

II. Welcome from Chair

The CDS Committee approved the minutes from the meeting. David Howard moved the minutes to approval and Jim Snively second them and they were unanimously.

III. Update from NIFA on the RFA for ECDRE

Parag gave an update the RFA has not gone out yet and after feedback has been provided it will be entered the RFA.

- Minutes will be approved today and we will post them so folks are aware
- NIFA will send RFA to all stakeholders, all past recipients, and commodity groups
- There will be crunch time for people to review and process. We are not sure there will be matching requirements in the next Appropriation Bill for ECDRE. The FY2020 appropriation waived matching authority until September 30, 2020. It will not be required to have a 1-1 match from the industry and non-federal sources.

Q: A board member was asked what the timeline for release is.

A: It will be dependent on the approval time it takes. There will be 30 days given for pre-applications and NIFA has shortened pre-application to no more than 4 pages (from 7 pages) and then full applications will be accepted after that. NIFA is working to obligate funds by Sept 30 and awardees can start working right after. The goal is getting RFA out and then give applicants 30 days to submit pre-proposal; aiming to first part of May.

IV. CDS Participation with the Review Process

- A meeting was held with OGC and they think you will be allowed to participate in the review process and oversight as long as you meet all the regular conflict interest criteria.
 - For example: If you have any type of financial or farming ties to submitting institutions, this is a conflict of interest and you will have to recuse yourself. If you sit on an advisory Board for an organization that submits a proposal, you will have to recuse yourself.

Reviewing:

- NIFA is hoping that at least 2 of CDS members can serve on the relevance review and at least 2 members serve on the scientific review. This will allow observers to serve as a resource for the relevance review as well as someone to report back to the CDS members on how the process is going. This will also help increase transparency, integrity in the decision-making process.

Oversight;

- The oversight process is important especially for the CAP process. This process has a stakeholder advisory group and a scientific group. It will be good for each CAP to have a CDS member as part of the advisory group.

NOTE: Do not join before the award is made or you will have to recuse yourself due to a conflict of interest. After it's been awarded then the CDS representative can report back to the committee.

- At the next meeting, the first set of awardees will be presented to the CDS members. CAP groups can present to everyone and allow you to hear about each project. We will make sure that the awardees know about the next CDS meeting.
- The prior cycles had some bottlenecks between the award being announced and the meeting. It would be a great idea to keep things current for the award cycle and for awareness of project dates. We are looking at a Fall meeting timeframe.
- One of the Board members would like to see a calendar of events, including meetings, points where advisory groups are involved in pre and post-approvals.
- Everyone needs to commit to providing outreach and NIFA will update one pagers to be used by CDS members to help with the outreach. Everything will probably be virtual going forward.

- The biggest challenge for NIFA is the turnaround time between the pre-proposal to the full proposal.
 - Q: How much time does it take to submit proposals?
 - A: It takes about 2 weeks for stakeholders to review.
 - Q: Can you release information on the change in length of pre-proposals now so the system can be ready?
 - A: NIFA can release a stakeholder update with information.
- One of the Board members stated that at the last CDS meeting in December, there was a discussion that NIFA would host a workshop or an information session on CAP projects. NIFA can incorporate that into the timeline and process.
- There was discussion if there is any additional resource on how to prepare to submit a CAP.
 - There is additional information on the NIFA website and there are also some internal documents that can be included in the webinar and circulated amongst CDS members.

V. Other Business

- It was stated that the teleconference calls to be held best as necessary for CDS members.
- A recurring meeting will be set every 2nd Friday of each month at 2 pm EST.
- Next meeting dates and location will be discussed whether we want to be closer to the science that is being worked on in a citrus state, or closest to an airport for convenience.

TIMELINE:

April 1 – Parag will give an update on RFA release – needs to be out by April 1
 May 1 – Full proposals are due. Full proposals decisions must be made.
 June – Panel meetings will be held
 Sept 30 – Proposals must be funded

Anything can change with the COVID-19 situation evolving,

Meeting adjourned at 2:56 pm.

Next meeting will be Friday, April 10, 2020 at 2 p.m. EST