Meeting Facilitator: Cliff Ehlinger, Geoff Lauer
Consultants: Mark Shour

Present: Alison Demory, Brandi Janssen, Jennifer Kardos, Brian Kirschling, Susie Poulton

IPM Task Force Members Present: Jeff Barnes, Caroline Dieterle, Ben Grimm, Dave McKenzie, Joyce Miller

Call to order 4:00pm

- Introductions

1. **IPM TF Structure Update**
   Cliff Ehlinger / Geoffrey Lauer
   - Task Force created two subcommittees, exterior and interior that will meet monthly.

2. **IPM TF Process Update**
   Lauer / Ehlinger
   - IPM Task Force needs to present a policy statement to the board by end of May 2016. By September 2016 the IPM Task Force should have guidelines identified and by November 2016 operating procedures.
   - Having a unanimous decision was discussed. All IPM items that the IPM Task Force can agree on will be brought to the Operations Committee. If the IPM Task Force has disagreements regarding policy, guidelines or procedures both sides will be presented to the Operations Committee and then the Operations Committee will bring that discussion to the Board of Directors meeting. Since the work of the committee involves the development of a policy, the policy will be shared with the Board Policy and Governance Committee.
   - Operations Committee could present budgetary information to the board along with the IPM information.
   - Cliff will ask to have IPM added to the March Operations Committee agenda and the April Policy and Governance Committee agenda.
   - Feedback from the Exterior Committee survey was to have the public comment at the end of the meeting. Participation during the meeting will be limited to the committee members.

3. **IPM Coordinator Update**
   Dave McKenzie
- Our pest management contractor is being very responsive to trying new methods to identify, monitor, observe and reduce pests in the least toxic manner as possible.
- At Shimek they are using gel baits for treating the ant issues which would have as little effect on the students and staff as possible. There are 3 separate ant colonies that they have not been able to eliminate. Mark Shour suggested they verify they are using the correct amount of bait.
- At West High there is a cockroach infestation in the kitchen. They have a dozen monitors set out to identify the hot spots and determine where the cockroaches are nesting. Dave is educating the kitchen staff on ways to eliminate areas where the roaches will thrive. Cockroaches may be coming in from the cardboard containers of the food supply. However, good mopping and cleaning techniques performed by the custodial staff may be counterproductive as this cleaning may remove or relocate the bait around any baseboard and make it less effective. West High kitchen is also around the staff lounge and locker rooms which makes this kitchen hospitable for them to survive. We should monitor paper products, staff lounges etc.
- At Weber they are using cockroach bait which has the lowest toxicity of 3—caution level. They have looked into other treatments such as Borax acid and similar treatments that are dusts or powders but they haven’t found any areas to inject these products into.
- They have placed monitor traps in the elementary schools with very little cockroach activity.
- When there is a large infestation we need to change the traps more often or let the head custodian change the traps. The traps should not be discarded, but saved, placed in a Ziploc bag, and sent to the IPM Coordinator for identification and monitoring of species and numbers.
- The food code states no pests should be in the facility, zero tolerance. Not just kitchen or cafeteria area—all areas. When the inspector comes a good approach is that you are aware of this problem and here is what we have done and here is what we are planning on doing. Investigate the problem, we’ve tried to eliminate these areas, we are still monitoring we have taken these steps with our area.
- Another suggestion was using Diatomaceous earth as pest treatment around the outside of the buildings. Ben Grimm has started using this product but will take a while before it is complete.

4. **Touchstone Values**

- Student and staff health and safety immediate and long term
- Timing of when you can apply pesticides; if any
- Environmental stewardship
- Staff acceptance of IPM principles
- Communication, pre and post communication
- Meet regulatory agency laws (Department of Health)
- Budget
- Integrated & Multi-Modal Approach, Structure, environment cleaning, pest proofing
- Education of staff, community and students

5. Review of Interior Components **

6. Nominal Group Ranking of Interior areas for priority

   Basically areas that have food, water and high student/staff populations are addressed first.
   a. Kitchen, dishwashing area, food storage areas, internal doors, director’s office

   Lauer / Ehlinger
b. Cafeteria – including machine vending  
c. Staff lounge(s) – at West High since it is close to the kitchen  
d. Classrooms – including teacher desks and storage areas; overstuffed furniture  
e. Locker rooms at West High since it is close to the kitchen  
f. All external doors vestibules, and associated hallways

7. Consultants comments on best practices for IPM decisions  
   Shour  
   • No comments

8. Review of consensus for decisions  
   Lauer  
   • No comments

9. Public Comment  
   Lauer  
   • Need to review nearby locations when pests are noticed  
   • Need to use the least toxic solution  
   • Need to address bed bugs  
   • Need to make sure that communications are maintained  
   • Need to review the list of pesticides being used  
   • Question raised about the use of hand sanitizers  
   • Progress has been good and encouraged that we are addressing issues the best we can  
   • Many IPM programs leave out the hand sanitizers. It is a type of pesticide. Can we get a list  
     of district sanitizers that are being used?

10. Adjournment and next meeting  
    Ehlinger  
    • Next meeting March 21, 2016

**Interior Areas**

a. Kitchen, dishwashing area, food storage areas, internal doors, director’s office  
b. Cafeteria – including machine vending  
c. Staff lounge(s)  
d. Concession areas  
e. Classrooms – including teacher desks and storage areas; overstuffed furniture  
f. Restrooms (in hallways/public, in classrooms, in administrator’s office)  
g. Gymnasium and locker rooms, coaches’ offices, trainer room  
h. Special areas  
   1. Media Center – AV/computer equipment storage, books, offices  
   2. Art – studios, storage areas  
   3. Drama – storage areas  
   4. Music – instrument storage, music storage  
   5. Industrial Shops – work areas, storage areas, offices  
i. All external doors vestibules, and associated hallways  
j. Offices – main school office, administrators’ offices, school nurse  
k. Mechanical areas (boiler room (more moisture in boiler rooms so more conducive to pests),  
   pipe chases, janitorial closets, etc.)  
l. General storage closets and larger storage areas  
m. Grounds maintenance building and other storage areas outside the main school building