



**AGENDA for REGULAR MEETING  
& EXECUTIVE SESSION  
Arizona Cotton Research & Protection Council  
Tuesday, March 21, 2023, 10:00 a.m.**

Pursuant to A.R.S. §38-431.01(A) and A.R.S. § 38-431.09, notice is hereby given to the members of the Council and to the general public that the Arizona Cotton Research & Protection Council will conduct a Regular Meeting. As required, all meetings of any public body shall be public meetings and all persons so desiring shall be permitted to attend and listen to the deliberations and proceedings. At its discretion, the Council may consider and act upon any agenda item out of order. Members of the Council may appear by telephone. At its discretion, the Council may take one or more items by consent if the items are unlikely to generate controversy. Executive session for the purpose of obtaining legal advice pursuant to A.R.S. 38-431.03 (A) (3) on any matter on the agenda.

Time: 10:00 a.m.  
On: Tuesday, March 21, 2023  
At: Arizona Cotton Research & Protection Council office,  
3721 E. Wier Avenue, Phoenix, AZ 85040  
Phone: 602/438-0059

**AGENDA FOR REGULAR MEETING**

**Call to Order/ Quorum / Minutes**

Pledge of Allegiance	
Call for Quorum / Attendance	T. Bond
Approval of 12/13/22 and 01/31/23 minutes	Council

Introduction and Az legislative report                      Jadee Rohner, ACGA Executive Vice President

Staff Reports (including Departmental annual Budget Projections) discussion and possible action

- a. Financial Report - Michelle Whitney
- b. AF36 Sales & Marketing - Morgan Klenke  
-Distributor Contract Update, Marketing Material Update, Conference Report, Contact Update, Sales for 2023 Season; and action item: Obtaining outside counsel for CIMMYT (Mexico Customer) Purchase Agreement for 2024
- c. AF36 Production Warehouse - Ruben Arvizu  
– Production report, YTD production, distribution numbers, and progress schedule
- e. Pink Bollworm / BW Program / plow up- Donna Fairchild
- f. Production Lab - Joahna Brengle

Executive Session Confidentiality Requirements under A.R.S. § 38-431.03(C):  
Minutes of and discussions made at an Executive Session are required by law to be kept confidential and shall not be communicated to any person outside the meeting room, except to members of the Council, a person who is the subject of the discussion pursuant to A.R.S. § 38-431.03 (A) (1), the Auditor General in connection with an audit authorized by the law, and the Attorney General.

Persons with a disability may request a reasonable accommodation by contacting the agency at 602438-0059 x2. Requests should be made as early as possible to allow time to arrange the accommodation.

- Sporulation and bacterial contamination quality control results for AF36 Prevail
- g. Evaluation Lab - Brittiny Crowder
  - Status of sample testing analysis and results
- h. IT - Veronica Galindo
  - Implementation of ArcGIS for field mapping operations, and action item: Replacement of phone system with VOIP phones

**New Business / Action Items – Discussion and possible action**

1. 2023 Operational Budget. Discussion, possible action M. Whitney Council
2. Employee personnel discussion  
This may require an executive session under A.R.S. § 38-431.03(A)(1) and or (3).
3. Job Descriptions: Presentation by HR of the process used for updating current job descriptions. For discussion, consideration, and possible action the proposed revisions to current job descriptions.
4. Policy Implementation: Presentation by HR of a draft attendance policy and procedure. For discussion, consideration, and possible action the implementation of a new attendance and leave policy.
5. Handbook: Presentation by HR a draft employee handbook. For discussion, consideration, and possible action.
6. Request for 2023 Support, PBW colony, via Zoom, from Bruce Tabashnik, Department of Entomology, University of Arizona \$11,250, Discussion and possible action Council
7. Buckeye field office, cancelation of lease Discussion and possible action Council
8. Af-36 Sales in Arizona, direct sales to grower and distributor Contracts, Discussion and possible action M. Klenke /Council

**Ongoing / Unfinished Business – status reports**

1. CDFA MOU update (share PBW colony technician cost) P. Ollerton
2. USDA APHIS coop service agreement update (vehicle loaners) P. Ollerton

**Reports / Updates – no action required**

1. Production facility site update Building Committee
2. Calcot contract - lease update P. Ollerton

Executive Session Confidentiality Requirements under A.R.S. § 38-431.03(C):  
Minutes of and discussions made at an Executive Session are required by law to be kept confidential and shall not be communicated to any person outside the meeting room, except to members of the Council, a person who is the subject of the discussion pursuant to A.R.S. § 38-431.03 (A) (1), the Auditor General in connection with an audit authorized by the law, and the Attorney General.

Persons with a disability may request a reasonable accommodation by contacting the agency at 602438-0059 x2. Requests should be made as early as possible to allow time to arrange the accommodation.

**Call to the Public**

Consideration and discussion of comments from the public. Those members of the public wishing to address the Commission need not request permission in advance and will be given approximately five minutes for their comments and requests. Action taken as a result of public comment will be limited to directing staff to study the matter or rescheduling the matter for further consideration at a later date to comply with A.R.S. § 38-431.02.

**Announcements**

Director’s Report  
Chairman’s Remarks

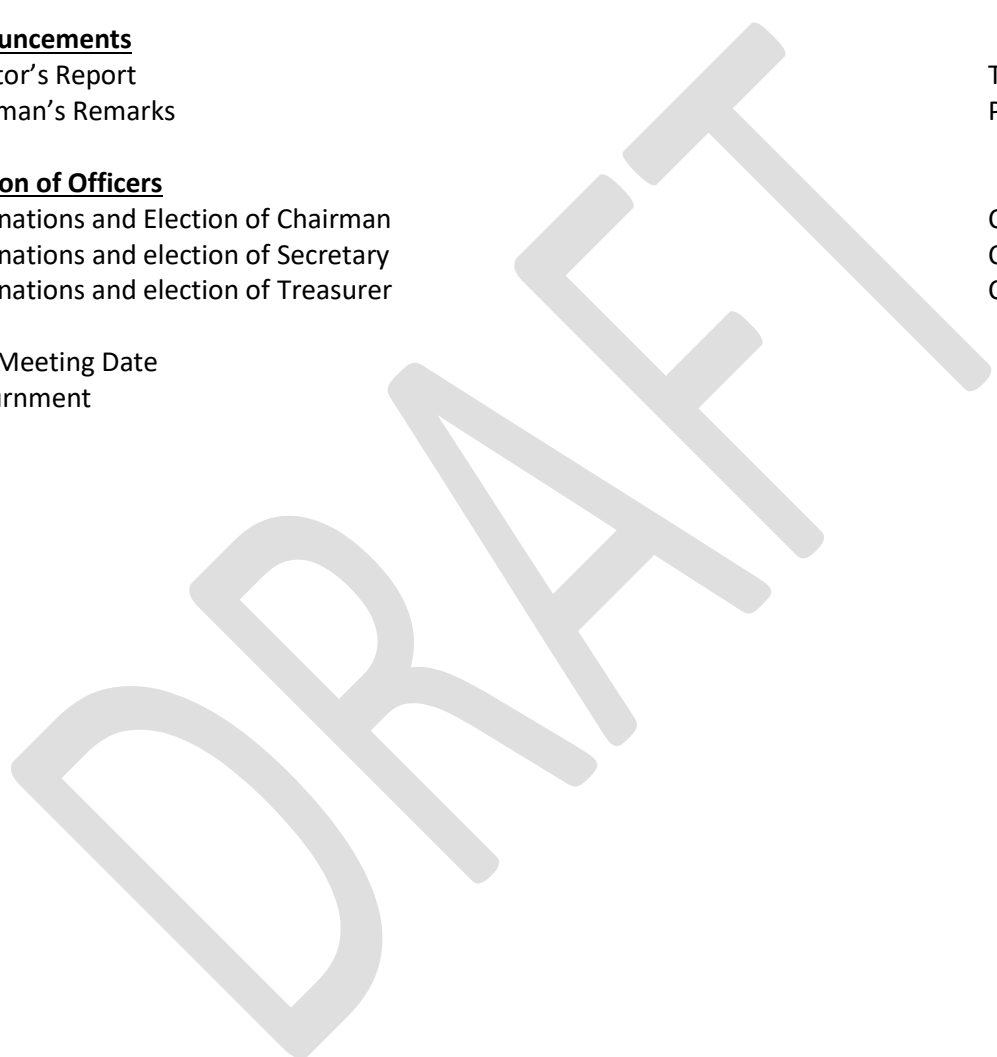
Todd Rovey  
Paco Ollerton

**Election of Officers**

Nominations and Election of Chairman  
Nominations and election of Secretary  
Nominations and election of Treasurer

Council  
Council  
Council

Next Meeting Date  
Adjournment



Executive Session Confidentiality Requirements under A.R.S. § 38-431.03(C):  
Minutes of and discussions made at an Executive Session are required by law to be kept confidential and shall not be communicated to any person outside the meeting room, except to members of the Council, a person who is the subject of the discussion pursuant to A.R.S. § 38-431.03 (A) (1), the Auditor General in connection with an audit authorized by the law, and the Attorney General.

Persons with a disability may request a reasonable accommodation by contacting the agency at 602438-0059 x2. Requests should be made as early as possible to allow time to arrange the accommodation.