**NCERA 220 meeting notes**

The 2018 meeting of NCERA 220 was held on Sunday, 18 March 2018. The following were in attendance representing eight states.

Marianna Szucs (MSU)

John Ruberson (KSU)

Brian McCornack (KSU)

Jennifer White (Kentucky)

Jeff Bradshaw for Julie Peterson (Nebraska)

Matt Grieshop (MSU)

George Heimpel (MN)

Matt O’Neal (ISU)

Debbie Finke (Missouri)

Jason Harmon (NDSU)

Adam Varenhorst (SDSU)

Chris Hamilton (NCRA rep)

The meeting was chaired by Matt O’Neal and the secretary, Louis Canas was no able to attend, but agreed to chair the 2019 meeting.

The agenda items completed:

1. Elect next secretary and chair.
2. Discussion of project renewal process with John Ruberson.
3. Base camp lesson.
4. Discuss the recent webinar given by Dr. George Heimpel. (Feb 8th, 2018)
5. Plan for future webinars.
6. Update on the 2018 NCB ESA symposium.
7. Discuss/plan possible 2019 symposium.
8. ~~State reports, highlight activities from members~~
9. Chris Hamilton (NCRA rep)- 11:00am.
10. Biocontrol workshop based on webinar content
11. IOBC possible collaboration (applying for working group status with IOBC)

Details of agenda items described below.

1. Louis Canas (OSU) was confirmed/voted as Chair for 2019 meeting in Cincinnati.

Jason Harmon was voted as secretary for that meeting and he agreed to chair the 2020 meeting. Marianna Szucs (MSU) discussed being an officer in the future, but we would schedule that after the renewal.

1. John Ruberson lead a discussion of a timeline for preparing a renewal for this project. An initial approach was suggested with the 2019 meeting being the start of preparing objectives for the re-write. The proposal will be developed during the 2020 meeting and submitted in the fall of 2020. Comments will be sent back to the group in March 20201 and responses can be made during 2021. George Heimpel agreed to provide leadership in preparing this document. Details about the renewal process were later shared with us during our discussion with Chris Hamilton, NCRA rep to this group. Links to websites for this process can be found in Agenda item #9

John Ruberson updated us on the upcoming NCB meetings

2019 meeting is in Cincinnati (March)

2020 meeting = joint meeting with SW branch (possible Tulsa, Wichita, Colorado springs-March)

John R. suggests coordinating with IOBC NRS on developing video resources

1. Base camp lesson (CHECK): Brian McCornack provide the group a quick lesson in how to access and use Basecamp. This included adding new members (Marianna and Adam) to the list who can access the Basecamp. He demonstrated how to schedule events and send messages to members.

We discussed how to use Basecamp for the project. Brian demonstrated Basecamp. Log on, add state report. Capacity to share either private or public. State report in Basecamp is the condensed report for that state. Given by state rep to organization. George explained how Annual report was crafted with a summary of minutes from meeting, publications listed and a list of mtg participants.

1. Discuss the recent webinar given by Dr. George Heimpel on Feb 8th, 2018. There were 17 participants online, with the possibility of more at the satellite locations. This was our first webinar hosted by the group. A recording was made of the event as can be found on basecamp. Brian McCornack offered to edit this recording. We discussed making it public through the Midwest Biocontrol website. Discussion of webinar recorded and kept on Basecamp. Final product will be made public on [www.midwestbiocontrol.org](http://www.midwestbiocontrol.org). We will talk about how to archive these in the future meeting in March 2019.
2. Plan for future webinars: We spent considerable time discussing the goals, topics and scheduling of future webinars. Group agreed that future webinars should be scheduled throughout the year for the second Thursday of every month and recorded. Each group member took a month. Brian McCornack assisted members in entering their schedule webinar time into basecamp. The group discussed the content of the webinars. All agreed that they would like to hear of each other’s projects, and if possible projects of members colleagues at their home institutions. We scheduled webinars once a month (except November) to March 2019.
3. Update on the 2018 NCB ESA symposium. The title of NCERA 220 sponsored 2018 symposium was “Lett-uce get together: Eclo topic:
4. We discussed two possible future symposium topics; 1) writing impact statements workshop hosted by Sara Delhiemer of USDA, 2) symposium of research talks exploring the overlap between those interested in conserving pollinators and those conserving natural enemies (putative title “Cross pollination between pollination specialists and biocontrol specialists: what can we learn from each other.”
5. Thanks to group decision after hearing from Chris Hamilton, we forgo the state reports. Chris mentioned that detailed state reports are not welcomed, will not be read. Content that would be found in state reports will be discussed over the webinars at the discretion of the members.
6. Chris Hamilton (NCRA rep) arrived at 11:00am. She discussed the following topics.

Chris Hamilton (Christina.hamilton@wisc.edu) office on campus but mostly work from home and is the Region 4 rep to this group on behalf of J. Ruberson

Federal budget – continuation till March 23.

Prez budget has big cuts to USDA (SAES), CH request details

Sara Delhiemer is leading the national write up for impacts. Note these are two-pages with pictures. Sara is happy to give a workshop via zoom.

Discussion about hosting/inviting Sara Delhiemer to workshop impact statements

Details about how to complete a report can be found in #7 on <https://www.ncra-saes.org/multistate-handbook>

Chris talked about the renewal process. Details about renewal process at #5 at the NCRA multistate handbook. Directly at:

<https://docs.wixstatic.com/ugd/4081a5_523ad9081d6e4cd8b9159481139c3e4a.pdf>

1. How to use Basecamp for webinars The webinar speakers will update the Basecamp schedule with their titles and details about their topic. We filled out schedule for 12 monthly webinars. Each will be recorded by Brian. We will talk about how to archive these in the future meeting in March 2019.
2. George Heimpel will look into NCERA 220 joining IOBC as a working group focused on education.

TO DO: BRIAN- add all names on NIMSS appendix to basecamp message board membership.

TO DO: Agenda items for 2019 meeting