

**CITRUS RESEARCH AND DEVELOPMENT FOUNDATION, INC.**

**Minutes of the  
Commercial Product Delivery Committee Meeting  
Wednesday, September 5, 2018**

A meeting of the Commercial Product Delivery Committee of the Citrus Research and Development Foundation, Inc. was held on Wednesday, September 5, 2018 in Ben Hill Griffin Hall at the UF-IFAS, CREC, in Lake Alfred, Florida. The meeting was properly noticed and recorded. The meeting was called to order at 9:33 am by Chairman Ben McLean. Roll was called, and a quorum was present. Committee members participating were: Mr. Larry Black, Ms. Holly Chamberlain, Mr. Joe Davis, Jr., Mr. Tim Eyrich, Ms. Kelly Friend (telephone), Dr. Alec Hayes, Dr. Greg Hodges (telephone), Mr. Ben McLean, Mr. Jerry Newlin, Dr. Pat Ouimet, Dr. Brian Scully, Ms. Shannon Shepp (telephone) and Mr. Tom Stopyra. Dr. Jackie Burns, Mr. Hugh Thompson and Mr. John Updike, Jr. did not participate. Other participants were: Dr. John Arthington, Ms. Brandy Brown, Mr. Peters Chairs, Mr. Rick Dantzler, Ms. Sharon Garrett, Dr. Jim Graham, Dr. Jude Grosser, Dr. Catherine Hatcher, Mr. Ricke Kress (telephone), Ms. Audrey Nowicki, Mr. Gee Roe, Mr. Quentin Roe and Dr. Jim Syvertsen.

Others attending the meeting included Dr. Ute Albrecht (telephone), Dr. Kim Bowman (telephone), Ms. Amy Brown (telephone), Dr. Davis Daiker (telephone), Mr. John Morgan, Mr. Brandon Page, Dr. Juanita Popenoe and Dr. Rosa Walsh.

Mr. Stopyra moved to accept the minutes of the June 8, 2018 meeting. The motion was seconded by Mr. Black and with no discussion, passed unanimously.

Chairman McLean asked Dr. Jim Graham to open the meeting with the report on C-SAB RFP review process.

Dr. Graham reported on the C-SAB RFP process, starting with recruiting two to three *ad-hoc* reviewers per proposal, two-thirds of whom have citrus research experience. In 2018 the first C-SAB members were recruited as a new advisory board; five of the seven members have citrus research experience. All recommendations being made to the committee today result from the C-SAB two-day discussions and ranking.

Dr. Hatcher reported that questions were raised at the last CRDF Board meeting on how the committee members reviewed proposals and how the information from the SAB and *ad-hoc* review are handled, as well as the timeline on when the committees receive the information. Dr. Hatcher indicated that since this is the first occasion for a formal CPDC call for proposals, the format followed what has been done in previous years with the RMC RFP's. The committee should review the process and suggest modifications to the process and timeline to incorporate in future RFP's. Mr. Newlin made a motion for the CPD Committee to receive all SAB reviews, rankings and comments prior to the CPDC review meeting. The motion was seconded by Mr.

Davis and passed unanimously. After discussion on whether one to two weeks prior to the CPDC meeting would allow enough time for the committee to review the SAB and *ad hoc* reviews, rankings and comments, it was decided to table the timeframe discussion for a future meeting.

Dr. Hatcher had a brief discussion on the CRDF project reporting process. There has been much discussion from the general grower community and the CRDF committees and Board regarding the availability and quality of content of the reports. For each CRDF-funded project, researchers are required to submit three quarterly reports, an annual report after December 31st, a comprehensive final report and an executive summary, none of which are made public. These reports are confidential and only available to staff, committee and board members. Staff is asking for a recommendation from CPDC on ways to improve the SAB review process and how to make the quarterly reports more useful. Dr. Hatcher reported RMC recommended to the Board that researchers be required to submit thorough bi-annual reports that could potentially contain proprietary information, as well as provide an executive summary with each report redacting confidential information so that it can be made available to the grower community by posting on the CRDF website. In addition, they requested that researchers be requested once a year to give a presentation on the progress towards their objectives to the committee or Board. Mr. Black made a motion to adopt the motion adopted by the RMC at their September 4, 2018 meeting for CPDC on reporting processes. The motion was seconded by Mr. Stopyra and passed with two opposing votes from Dr. Scully and Dr. Ouimet.

Mr. McLean recommended the committee proceed in the same manner as the RMC reviewing each CPDC full proposal, SAB and committee scores, to begin the discussion of each. Ms. Friend asked to go on record that she will abstain from voting on all proposals due to her regulatory position with FDACS.

Dr. Hatcher briefly reviewed the four service and support projects. Since they had not been made available to the SAB or the committee for review in advance, their review will be tabled until an October CPDC meeting. Mr. Black made a motion to recommend the PI's be requested to submit two-month bridge funding for the three service and support projects, #18-065C Hall, #18-066C Orbovic and #18-067C Zale, to continue November 1 through December 31, 2018 until their proposals can be acted upon. The motion was seconded by Dr. Ouimet and passed unanimously.

Mr. McLean made a motion to recommend funding for the following projects:

- #18-034C Dewdney
- #18-061C Vashisth
- #18-032C Alferez
- #18-028C Albrecht
- #18-052C Qureshi

- #18-064C Wang
- #18-036C Duncan
- #18-051C Pelz-Stelinski
- #18-041C Johnson
- #18-055C Stansly

and to recommend the following projects with contingent funding:

- #18-056C Stelinski – to reduce this proposal narrative and budget focus on objectives 2b, 3 and 4.
- #18-039C Grosser – a substantial budget reduction. Revisions are necessary to align the proposal with the RFP priorities, clearly identifying which parts of the priority are being addressed. Throughout the duration of the project, field trial reporting/information sharing will be required as outlined in the Memorandum of Understanding currently being developed between UF/IFAS and CRDF.
- #18-029C Albrecht – to remove objective 2 and the development of the UAV technology and resubmit a revised proposal with reduced scope and budget.
- #18-042C Kadyampakeni – to remove sensory component of this project and provide an amended budget.
- #18-050C Neidtz – to fund this project contingent on the removal of the subcontract funding for IRCL.
- #18-059C Strauss – revise the project to reduce the budget significantly.
- #18-033C Ampatzidis – to increase the sampling frequency.
- #18-040C He – for collaboration with other researchers to strengthen the project.

The motion was seconded by Mr. Davis and passed with Ms. Friend abstaining.

Mr. McLean made a motion to not recommend funding at this time for the following projects:

- #18-060C Vashisth
- #18-062C Vincent
- #18-053C Rajaraman
- #18-030C Albrigo
- #18-037C Ferrarezi
- #18-047C Killiny
- #18-057C Stelinski
- #18-043C Kadyampakeni
- #18-038C Fischer
- #18-063C Vincent
- #18-044C Kadyampakeni
- #18-049C Neidtz
- #18-046C Killiny
- #18-031C Alferez
- #18-048C Levy

- #18-045C Kadyampakeni

The motion was seconded by Mr. Davis and passed with Ms. Friend abstaining.

With no further business, the meeting was adjourned at 4:16 pm.

Minutes submitted by Brandy Brown