

**Texas Chapter International Society of Arboriculture
Board of Directors Meeting Minutes
Wild Basin Creative Research Center, Austin, Texas
March 7, 2019**

Present:

Emily King, President	Rebecca Johnson, Editor	Neil Manich, Director
Micah Pace, Past President	Curtis Hopper, Director	Misti Perez, Cert. Liaison
Jason Alfaro, President-Elect	Chris Lane, Director	John Giedraitis, ISAT Exec Dir
A.J. Thibodeaux, Vice President	Gary O'Neil, Director	Gene Gehring, ISAT Ed Prog
Greg David, Treasurer	Evan Anderson, Director	

Present Online:

Oscar Mestas, COR Liaison	Priscilla Files, Director	Ronny Nelson
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Absent:

Matthew Simmons, Director	Star Quintero, Director	Kirsten Schneider, Director
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I. Call to order

- a. President King called to order the Special Meeting of the ISAT Board of Directors at 10:03 AM on March 7, 2019. A quorum was declared present.

II. Approval of minutes

- a. **A motion was made by Manich to accept the November 2018 minutes. O'Neil seconded, and the motion passed. (pages 4-5)**

III. Executive Director Report

- a. Giedraitis reported on activities since the November Board meeting and presented a Quick Stats report summarizing membership, certification and financial status. (report p. 6)

IV. Committee Reports

a. Educational Events

- i. Thibodeaux presented the event schedule for 2019 and introduced Gene Gehring, the new ISAT Educational Program Manager. He also noted that in a survey of the North Central Urban Forestry Conference, most new attendees learned about the event from the ISAT email newsletters. There was some discussion on how many of the ISAT educational events are now annual branded programs and how the Educational Events Committee should be structured next year. There was also an update on the Women's Climbing Workshop to be held in 2020. (reports p. 7-9)

b. Texas Tree Conference

- i. Alfaro reported that this year's conference theme is 'Inspiring Change'. He also noted that all the committee chairs are in place except the Commercial Educational Track and the logo is in development. Speaker signup, Poster signup and Sponsorship and Exhibitor registrations are now online. There was a discussion on raising exhibitor fees that was referred to committee for decision. (report p. 10-11)

- c. **Texas Tree Climbing Championship**
 - i. Giedraitis reported that the San Gabriel Park in Georgetown is permitted and the Arbor Fair now has a chair. Volunteer, Exhibitor and Arbor Fair group registrations are now open online. (report p. 12)
- d. **Publicity + Outreach** (report p. 13-14)
 - i. **Newsletter.** Johnson reported that there is discussion on expanding by adding four more pages and the need for Spanish language articles. (report p. 15)
 - ii. **Research + Scholarships.** Ronny Nelson was present online and reported that the Research Committee is looking at including the TREE Fund funding cycle and adding Texas research results in the newsletter. (p. 16-17) On Scholarships, he reported that SFA will accept \$3,000 for scholarships and Dr. Hans Williams has asked for support for undergraduate research. Nelson also noted that there are funds in the budget to support students to attend the Texas Tree Conference. (report p. 18)
- e. **Advocacy**
 - i. The report from Keith Mars on House Bill 969 was presented by Giedraitis. (report p. 19)
- f. **Executive** (report p. 20)
 - i. **Nominations and Elections.** Pace noted that there is only one Director seat open in the next election in addition to three officers who serve a one-year term. (report p. 21)
 - ii. **Treasurer.** David provided the 2018 and year-to-date Income and Balance Sheet statements. He also reported that his committee is looking at moving reserve funds from CD's and bond mutual funds to Treasury Direct to get a higher interest rate. David also noted that the Finance Committee needs another Director and an outside member. Lane volunteered to serve on the committee. (report p. 22-28) **A motion was made by David to invest up to \$20,000 of reserves in a 30 day note in Treasury Direct to investigate it as an alternative investment vehicle for ISAT reserves. Lane seconded, and the motion passed. A motion was made by David to add Gene Gehring, the contract ISAT Education Program Manager, to the Wells Fargo account. Johnson seconded and the motion passed.**
- g. **Working Groups**
 - i. **Arborist Select.** Lane reported he is working to develop a pilot program. The vision is to encourage better container tree growing techniques so there is greater survival after planting and less maintenance as they grow.
 - ii. **Texas Regional Plant Appraisal.** Pace reported that the 2019 update to the Texas Supplement for the 9th edition is available online. He also gave an update on the TxRPAC work to adapt the new 10th edition to Texas. He noted that ASCA is providing appraisal qualification training starting this year. (report p. 29)
- h. **Liaisons**
 - i. **Certification Liaison.** Perez reported that there are currently eight Certified Tree Worker evaluators in Austin and a training was recently held in Austin to train evaluators from Dallas. She also asked that if anyone is interested in being a test proctor to contact her. She also noted that the Texas ISA Wildfire Risk Reduction Qualification training is now eligible for ISA CEU's. (report p.30)
 - ii. **TREE Fund Liaison:** Johnson reported that she is the new Liaison to the Tree Research Educational Endowment Fund. ISAT will sponsor Neville Mann's ride in the Tour de Trees this year. (report p. 31)
 - iii. **Council of Representatives.** Mestas reported that he is the new liaison. One of his functions is to take Chapter issues to the COR for solutions. They are meeting by phone on April 11 and he asked that if there are any issues, to please send him an email. (report p. 32)
 - iv. **TNLA Liaison:** Lane noted that TNLA would like to have other organizations support educational programs at the TNLA Expo and at regional meetings and that the Expo will be held in San Antonio for the next several years.

V. **Old Business**

- a. Review of 2019 Work Plan: King reviewed and updated the 2019 Work Plan with the Board incorporating recent work as reported by the Committees at this meeting. (report p. 33)

VI. **New Business**

- a. Policy on listing Oak Wilt Qualified vendors on the ISAT website. **A motion was made by David to approve the policy on listing Oak Wilt Qualified vendors on the ISAT website. Lane seconded and the motion passed.** (Policy p. 34)

VII. **Adjourn** - King adjourned the meeting at 2:06 PM

VIII. Next meeting in Waco on June 13, 2019 - Location TBA

Minutes submitted by Giedraitis

**Texas Chapter International Society of Arboriculture
Board of Directors Meeting Minutes
Dr. Pepper Museum, Waco, Texas
November 30, 2018**

Present:

Emily King, President	Kirsten Schneider, Director	Star Quintero, Director
Jason Alfaro, President-Elect	Priscilla Files, Director	Oscar Mestas, COR Liaison
A.J. Thibodeaux, Vice President	Chris Lane, Director	Misti Perez, Cert. Liaison
Gene Gehring, Treasurer	Gary O'Neil, Director	John Giedraitis, ISAT Exec Dir
Neil Manich, Director	Evan Anderson, Director	

Absent:

Matthew Simmons, Director	Curtis Hopper, Director
Micah Pace, Past President	Rebecca Johnson, Editor

I. Call to order

- a. President King called to order the Special Meeting of the ISAT Board of Directors at 10:53 AM on November 30, 2018. A quorum was declared present.

II. Approval of minutes

- a. **A motion was made by Alfaro to accept the June 2018 and September 2018 minutes. Lane seconded, and the motion passed.**

III. Executive Director Report

- a. Giedraitis reported on activities since the September Board meeting and presented a Quick Stats report summarizing membership, certification and financial status and an outline of the Chapter events in 2018. (report p. 3-4)

IV. Committee Reports

a. Educational Events

- i. Thibodeaux presented a draft event schedule for 2019. There was a discussion about developing a Spanish tree worker training program and moving it around the state. He also noted that the ANSI A300 (Part 1) and Z133.1 were recently updated and there may be a need for training on them. He then reported that the 10th edition of the Guide for Plant Appraisal has been adopted and there is consideration of a training session this year. Perez reported that the Certified Tree Worker evaluator training is being planned for the Dallas area this winter. She also noted that ISA is revamping the CTW program but that there is no schedule for completion. (report p. 5-7)

b. Texas Tree Conference

- i. Alfaro introduced several conference themes for Board consideration and said that Conference Committee conference calls would start in January. (report p. 8)

c. Texas Tree Climbing Championship

- i. Schneider reported that San Gabriel Park in Georgetown is under consideration for this year's event. She also noted that there is a need for a volunteer to oversee the ArborFair. (report p. 9-10)

d. Publicity + Outreach

- i. **Newsletter.** No report
- ii. **Digital and Social Media.** No report

- iii. **TNLA Liaison.** Lane reported that he will be meeting with TNLA leadership soon about how to coordinate common activities in 2019.
- iv. **Outreach.** Files reported that in 2018, ISAT had volunteer staffed booths at APA, ASLA and TNLA events. She noted that using Signup.org online software made it easier to schedule volunteers at these events. (report p. 11-12)
- e. **Research + Scholarships**
 - i. **TREE Fund Liaison/Research.** Gehring reported that we are now regular sponsors of TREE Fund activities through our annual donation. He also noted that the oak wilt diagnosis kit work sponsored by ISAT continues at the TAMU Plant Diagnostic Lab. He also reported that summaries of the work funded by TREE Fund grants are now all available online at the TREE Fund website.
 - ii. **Scholarships and Students.** No report
- f. **Advocacy**
 - i. No report
- g. **Executive**
 - i. **Governance.** King noted that the Executive Committee made up of ISAT officers meet monthly on a conference call to discuss Chapter business.
 - ii. **Nominations and Elections.** No report
 - iii. **Treasurer.** Gehring provided the year to date Income and Balance Sheet statements and presented the draft budget. (report p. 13-16)
 - iv. **Certification Liaison.** Perez reported that 75% of exams are taken at computer testing centers and that seven on-site tests were proctored in Texas this year. There are currently eight Certified Tree Worker evaluators in Austin and there is an effort to train more in the DFW area in 2019. She also asked that if anyone is interested in being a test proctor to contact her. (report p. 17)
 - v. **Council of Representatives.** Mestas reported that he is the new liaison. One of his functions is to take Chapter issues to the COR for solutions. Perez asked if he could look at obtaining CEU's for the Wildfire Risk Reduction Qualification course.
- h. **Working Groups**
 - i. **Arborist Select.** Lane reported he is working with David Marks to contact other tree farmers to enlist them in the program. The idea is to encourage better container growing techniques so there is greater survival after planting and less maintenance as they grow.
 - ii. **Texas Regional Plant Appraisal.** Pace submitted a report. (report p. 18)

V. **Old Business**

- a. None

VI. **New Business**

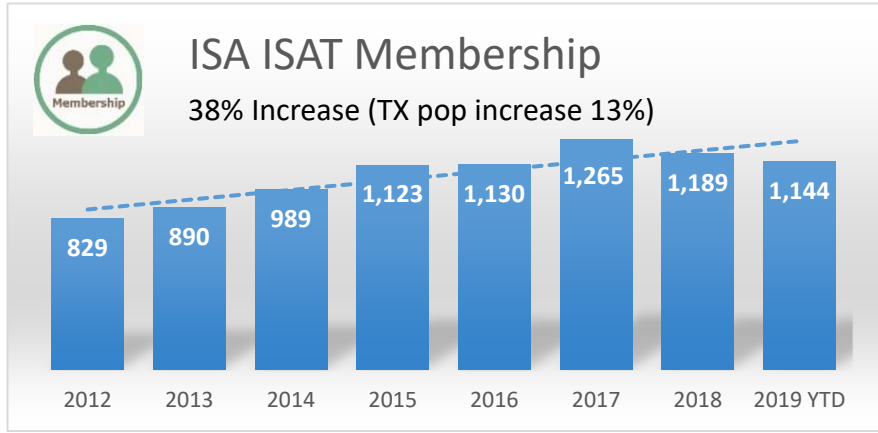
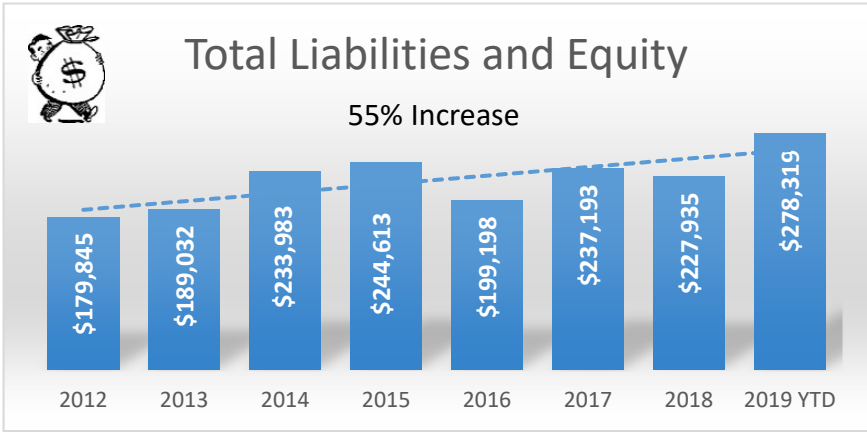
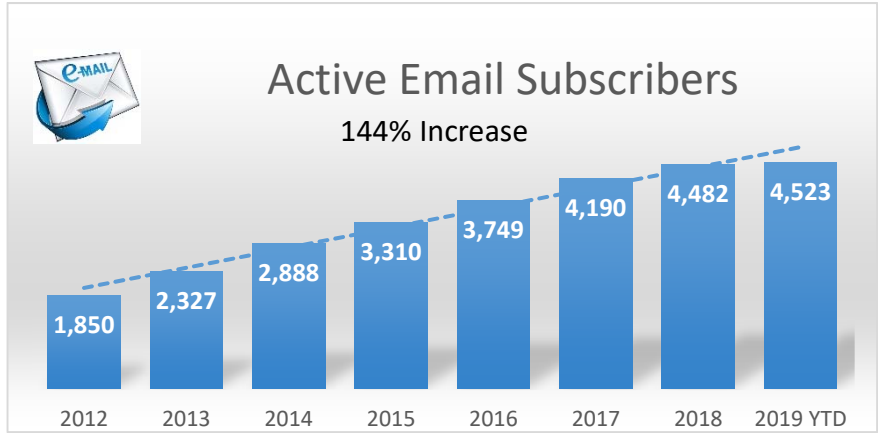
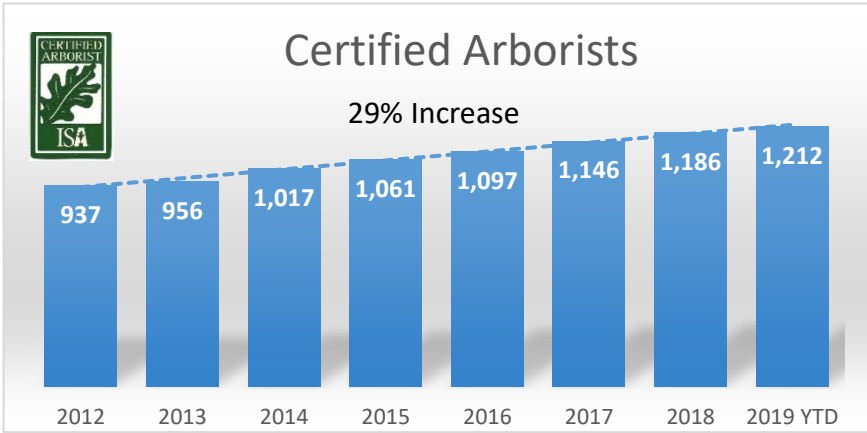
- a. **Adoption of the 2019 Work Plan. A motion was made by Thibodeaux and seconded by Files to adopt the 2019 Work Plan, and the motion passed.**
- b. **Adoption of the 2019 ISAT Budget.** After discussion that included increasing the funds in the account for the Association Services Contract to help increase capacity to implement the 2019 Work Plan and raising the full-page ad price in the newsletter by \$50 to cover an increase in the associate editor costs, **a motion was made by Thibodeaux and seconded by Lane to accept the 2019 budget as presented with amendments, and the motion passed.**

VII. **Adjourn** - King adjourned the meeting at 1:23 PM

Minutes submitted by Giedraitis

ISAT 2019 Quick Stats

ISAT Quick Statistics:	2019 (YTD)	2018	2017	2016	2015	2014	2013	2012
Certified Arborists	1,212	1,186	1,146	1,097	1,061	1,017	956	937
ISA ISAT membership	1,144	1,189	1,265	1,130	1,123	989	890	829
ISA Members	1,042	1,065	1,135	1,101	1,024	898	831	816
ISAT Members	1,000	1,037	1,037	951	1,025	893	791	715
Email Subscribers (Active Contacts)	4,523	4,482	4,190	3,749	3,310	2,888	2,327	1,850
Total Income	\$82,911	\$396,797	\$363,304	\$193,009	\$350,873	\$342,975	\$286,803	\$246,631
Net Income	\$50,384	(9,258)	\$38,250	(\$45,415)	\$10,631	\$44,950	\$26	\$16,302
Total Liabilities and Equity	\$278,319	\$227,935	\$237,193	\$199,198	\$244,613	\$233,983	\$189,032	\$179,845



3/4/2019



Educational Events Committee Report

February 25, 2019

Prepared by: A.J. Thibodeaux

Prepared for ISAT Board of Directors Meeting, March 7, 2019

Educational Events Committee Mission: Facilitate statewide professional development opportunities to meet the educational needs of Certified Arborists.

Committee Goals:

- Host workshops to help Certified Arborists achieve professional development goals including maintaining Specialist credentials, and the Board Certified Master Arborist qualification
 - **Objectives:** Host one event per month (ISAT/ISAT co-sponsored)
Host 3 events per year at Master’s Level for Comm/Util/Muni
- Align workshops to meet needs of ISAT membership
 - **Objectives:** Workshops are offered to all feasible member regions
- Evaluate and improve workshops and committee work

Committee Report:

1. **2019 Event calendar** – now being prepared and maintained by Gene Gehring.
2. **2019 Events:** the following events are completed / scheduled / tentative.

Confirmation	Start date	End date	ISAT Event	Registered or Attended	Chair
Completed	1/25	1/25	Open Source GIS (Grand Prairie)	10	Gene
Completed	1/28	1/28	Open Source GIS (Houston)	14	Gene
Completed	2/13	2/13	NCTUFC	225	Gene and John
Reg. Closed	3/11	3/12	Tree Diagnosis Lab	24 Full	John
Reg. Open	3/28	3/29	Wildfire Risk Reduction (Austin)	25 of 28 reg.	Kari Hines
Reg. Open	4/5	4/5	SAA Bilingual	32 reg.	Jacob West
Reg. Open	4/6	4/6	Crane Workshop (San Marcos)	0 at this time	Steve Driskill
Reg. Open	4/17	4/17	TRAQ renewal (College Station)	9 of 30 reg.	John
Reg. Open	4/18	4/20	TRAQ (College Station)	20 of 20 Full	John
Reg. Open	5/23	5/24	Oak Wilt Qualification	14 of 30 reg.	Gene
Reg. Open	6/20	6/21	Oak Wilt Qualification	24 of 30 reg.	Gene

- a. NCTUFC – ISAT, our newsletter and website were the top ways people found out about the conference. 77% had attended this event before. First timers heard about the event mostly from ISAT, followed by our newsletter, a local agency, or a friend.

3. Pending:

- a. 5/8-9 Wildfire – Lubbock – TFS on hold waiting on response to Austin workshop.
- b. 5/16 Climbing workshop – Advanced first aid – Marcus/Jim
- c. Bilingual structural pruning – working with Laura Miller, Rusting Stephens and Lee Brown. Looking for late October 2019. More to follow.
- d. Women’s climb moved to April 2020

2019 ISAT Events:	Location	Committee	NOTES	
Jan 25: Certified Arborist, Municipal Specialist and Utility Specialist Test	Austin	Certification	Misti Perez	
Jan 25: ISAT Arborists Masters Series: Open Source GIS for City Arborists	Grand Prairie (The	Educational Events	Paul Howard and Gene Gehring	10 participants
Jan 28: ISAT Arborists Masters Series: Open Source GIS for City Arborists	Houston (HGAC)	Educational Events	Paul Howard and Gene Gehring	14 participants
Feb 13 : North Central Texas Urban Forestry Conference Booth	Arlington	Publicity and Outreach	Gene and John Giedraitis ISAT booth	225 participants
Feb. 22: Certified Tree Worker Exam Skills Exam – Austin	Rosewood Park		Misti Perez	7 participants - 6 Evaluator Trainees
March 28/29: Wildfire Risk Assessment Qualification Course and Assessment	Austin	Educational Events	Kari Hines/Mark Kroeze	27 of 27 slots sold
March 11-12: ISAT Arborists Master's Series: Advanced Digital Tree Diagnosis Lab	TX A&M CS	Educational Events	Ted Fox?	24 of 24 slots sold FULL
March 7 : ISAT Board Meeting	Wild Basin Austin	Executive	Emily King	
April 5: SAAA Bilingual Workshop Booth w/ Mark Chisolm	Schertz	Publicity and Outreach	Jacob West and Mark Duff (ISAT does registration and has	85 currently registered
April 6 : Crane Workshop with Mark Chisolm	San Marcos	Educational Events	Steve Driskill Kelly Eby will help with CSM	Need to work on promotion
April : Tree Worker Climber Evaluator Training	DFW	Certification	Misti Perez and Nevic Donnelly	
April 17: TRAQ Renewal with Skip Kincaid	College Station	Educational Events	Chair?	11 of 30 slots sold
April 18/20: TRAQ Course and Assessment with Skip Kincaid	College Station	Educational Events	Chair?	20 of 20 slots sold FULL 1 on wait list
April 24/26: ASLA Texas Chapter Conference Booth	Irving	Publicity and Outreach	Pris Files	
April 25/26 ANSI® Z133 Safety Standards & Procedures Bi-Lingual Workshop Series	Dallas		Society of Commercial Arborists	
May 1/2: Wildfire Risk Assessment Qualification Course and Assessment	Lubbock	Educational Events	Kari Hines/Mark Kroeze	Need to make registratrion etc.
May 16: Pre-TTTC Workshop	Georgetown	TTCC	Kirsten Schneider (Markus Smith, Jim Dossett)	Should have registration available by mid N
May 16/18: Texas Tree Climbing Championship	Georgetown	TTCC	Kirsten Schneider (Markus Smith, Jim Dossett)	
May 18: Arbor Fair	Georgetown	TTCC	Glenn Holzer (April Rose)	
May 23/24 : Oak Wilt Qualification Course and Assessment	Weatherford	Educational Events	Gene Gehring (with Dr. Appel and Robert Edmonson)	23 of 30 spots sold
June: ISAT Board Meeting	TBA	Executive	Emily King	
June 20-21: Oak Wilt Qualification Course and Assessment	Fredericksburg	Educational Events	Gene Gehring (with Dr. Appel and Robert Edmonson)	30 of 30 spots sold Full
August 11-14 : ISA Annual Meeting	Knoxville	Executive	Emily King	
Aug. 8-10 : TNLA Expo Booth	San Antonio	Publicity and Outreach	Pris Files	
Sept. 25-27: ISAT Texas Tree Conference, Trade Show, Academy, Awards and Tree School and Membership Meeting	Waco	Texas Tree Conference	Jason Alfaro - Chair	
Sept. : 25: TRAQ Renewal with Skip Kincaid	Waco	Educational Events	With TRAQ renewal parallel to the Academy	
Sept. 27: ISAT Board Meeting	Waco	Executive	Emily King	
Sept 27: Certified Arborist, Municipal Specialist and Utility Specialist Test	Waco	Certification	Misti Perez	
Sept. : North American Tree Climbing Championship	Providence, RI	TTCC	Kirsten Schneider (Markus Smith, Jim Dossett)	
Oct. : ISA Leadership Workshop	Atlanta, GA	Executive	Emily King	
Oct: : American Planning Assoc. Texas Chapter Conference Booth	Galveston	Publicity and Outreach	Pris Files	
Oct: Tree Worker Workshop	DFW	Educational Events	Fort Worth Tree Farm - Chair	
Nov. ISAT Arbor Day - Arborists Day of Service	Like this	Publicity and Outreach	Chair	
Nov. : 10th Edition Plant Appraisal - Introduction to the New Guide	?	Educational Events	?	
Nov. : Texas State Arbor Day Booth	TBA	Publicity and Outreach	Pris Files	
Dec. : ISAT: Board Retreat and Meeting	Waco	Executive	Jason Alfaro	
April 2020. : Women's Climbing Workshop	skip in 2019 and m	Educational Events	Rebecca Johnson	



Texas Women's Tree Climbing Workshop (WTCW) Sub Committee Report

February 25, 2019

Prepared by Rebecca Johnson, subcommittee chair

Prepared for March 7 BOD meeting

TX WTCW subcommittee Mission: to promote climbing to women of all ages in Texas and encourage diversity in the climbing community

Sub-Committee Goals:

- Host the Women's Tree Climbing Workshop
- Be inclusive of women of all ages (18+), sizes, ability levels and races.
- Increase the number of women competing in the TTCC

Sub-Committee Members:

Rebecca Johnson, chair

Amanda Hancock

Star Hansen

Rachel Brewster

Kymerli Herron

WTCW leaders – Melissa LeVangie, Bear LeVangie, Rebecca Seibel-Hunt (Roxy)

Sub-Committee Report:

1. Dates are being set for 2020. We will skip 2019 in order to move the 2020 dates to spring. Looking at April 2020.
 - a. This is for a couple of reasons, mainly having to do with the timing of the Texas Tree Conference
 - b. Hope for better support from John
 - c. Allow participants to spread cost in their budget (not have to choose between TTC and WTCW)
2. Subcommittee calls are on track. Currently looking for a location. Working with Gene to standardize this process
3. Work planned between now and next board meeting:
 - a. Finalize dates and location
 - b. Start work on soliciting sponsors
 - c. Update past attendees with new dates so that they can add it to their calendars and start planning
4. Action items: any items that require a full board discussion and vote. Include any necessary back-up materials board members will need to be informed. - None at this time.

Texas Tree Conference Report
March Board Meeting – 2019
Prepared by: Jason Alfaro

Committee Report:

- 1.) Category header for items the rest of the board should be aware of, “FYI” items
 - a.) None

- 2.) Progress made since last board meeting
 - a.) We have been having a difficult time securing a commercial track chair for the conference. We will continue to move forward with conference planning without a chair for this track. If necessary, I will reach out to the interested individuals and ask for them to secure one speaker each and work with them as a committee chair.
 - b.) All vacant chair positions have been filled and contact information for all have been updated.
 - c.) Negotiations with the designer has started. Logo and design will commence once a price is confirmed. The graphics designer is the same individual as last year’s, and will start working on the project during the first week of March.

- 3.) Work planned between now and next board meeting
 - a.) Have logo, design, and all graphics completed.
 - b.) Speaker, topics and presentations should be completed.
 - c.) Continue to have monthly conference calls and individual committee follow ups.

- 4.) Action items: any items that require a full board discussion and vote, include any necessary back-up materials board members will need to be informed.
 - a.) None

2019 TTC
Committee

<u>Committee</u>	<u>Committee Chair</u>	<u>Email Address</u>
Conference Chair	Jason Alfaro	jalfaro@ci.jersey-village.tx.us
Commercial Track		
Municipal Track	Mark Kroeze	mkroeze@tfs.tamu.edu
Utility Track	Gary O'Neil	gary.oneil@centerointenergy.com
Tree Academy	Justin Krobot	jkrobot@sara-tx.org
Moderators	Kelly Eby	keby@sanmarcostx.gov
Volunteers	Josh Rodrigue	jrodrigue@ci.jersey-village.tx.us
Spanish Tree School	Bill Green	bgreen@tfs.tamu.edu
English Tree School	Guy Leblanc	arborguy5245@sbcgolbal.net
Sponsors and Exhibitors	Brad Hamel and Cody Goldman	bhamel@tfs.tamu.edu
Awards/Luncheon	Paul Johnson	pjohnson@tfs.tamu.edu
Student Program	Ronny Nelson	ronny.nelson@outlook.com
Wednesday Social	Micah Pace	forestgrowth@yahoo.com
Bookstore	John Warner	jwarner@tfs.tamu.edu
Poster Session	Daniel Vetter	daniel.vetter@co.kendall.tx.us
Silent Auction	April Rose	aprilrose@gmail.com
Friday Annual Meeting	Emily King	emily.king@austintexas.gov
Audio Visual	Paul Johnson	pjohnson@tfs.tamu.edu
SWAG and T-Shirts	Kymerli Herron	kymberli.Herron@davey.com
CEU's and Testing	Misti Perez	mistiperez1076@gmail.com
TFS Scholarships	Paul Johnson	pjohnson@tfs.tamu.edu
Adminstrative	John Giedraitis	



Texas Tree Climbing Championship

2/25/2019

Prepared by: Kirsten Schneider

Prepared for Board meeting 3/6/19

Committee Members: Kirsten Schneider, James Dossett, Markus Smith

Committee Report:

1. Progress since last meeting:
 - a. Reservation/permit obtained. May need revision pending ArborFair.
 - b. Insurance coverage request submitted
 - c. Web registration open for Volunteers & Sponsors
 - i. 3 Sponsors so far – Vermeer, Brabandt, All About Equipment, LLC
 - d. Shirts in progress – waiting for sponsors to be finalized
 - e. Medals to be ordered. Previous pre-paid order has been used.
 - f. Hotel block & meeting room booked.
 - g. ArborMaster TCC Climbing Kit Prize Package secured.
2. Next (logistical) steps:
 - a. Assess signage needs.
 - b. Determine marketing needs (Outreach and Education Committee?)
 - c. Finalize workshop curriculum. Content in development with instructors. Industry-specific trauma response and aerial rescue.
3. Questions/discussion topics – Largely ArborFair-centric.
 - a. Who is the SPOC for ArborFair? April? Cody?
 - b. Need a clear vision for ArborFair
(Original idea was family-friendly, non-profits, nature-based crafts & activities. Add food + face painting, natch. Roots & Wings Lite.)



Publicity & Outreach Committee Report

20 February 2019

Prepared by: Cody Goldman

Prepared for 7: March 2019 Board Meeting

Publicity & Outreach Mission: Sustain and increase the profile of ISAT to its membership, allied industries and the general public. Promote ISAT and Certified Arborists to allied industries and the general public through attendance at conferences, public events and social media.

Committee Goals:

- Publish the bi-monthly “In the Shade” Newsletter
- Coordinate ISAT Facebook, Instagram, and Twitter
- Promote ISAT to other organizations and tabling events
- Promote ISAT Chapter events
- Increase membership

Committee Members: Cody Goldman (Social Media), Rebecca Johnson (Newsletter), Priscilla Files (Outreach), April Rose (Outreach), Star Quintero, Evan Anderson, John Giedraitis, Paul Johnson, Matthew Simmons,

Committee Report:

1. FYI Items
 - a. 2019 Events represents
 - i. Houston Area Urban Forestry Council
 - ii. Winter Tree Fest (Austin)
 - iii. University Landscape Managers Association (Fredericksburg)
 - iv. North Central Texas Urban Forestry Council (Grand Prairie)
 - b. **INNOVATION GOAL E.02: PARTNER WITH OTHER ALLIED INDUSTRIES TO SUPPORT EVENTS**
 - i. Tabling Event Audience
 1. 2019 will have goal of industry related events (vs. public facing)
 2. Only public facing when local municipalities or non-profits can assist with ISA branding and tabling
 3. Map being developed showing what areas we have municipal and non-profit support for public facing events
 - c. **INNOVATION GOAL G.10: DEVELOP A VOLUNTEER MANAGEMENT SYSTEM INCLUDING VOLUNTEER COORDINATOR POSITION DESCRIPTION, RECRUITING AND RETENTION PROCESS, AND A VOLUNTEER MANAGEMENT MANUAL and INNOVATION GOAL M.08 PLAN FOR ADDITIONAL MEMBER OUTREACH**
 - i. Working on document within GOOGLE DRIVE that will include description of work and manual for volunteers as well as tabling event calendar
 - ii. Full on volunteer management position and program (John, April, and Cody have discussed and are looking to put in place before TTCC)
 - iii. In conjunction with a map that shows needs in different areas and potential volunteers
 - iv. Second tabling set and storage within different regions

- d. **INNOVATION GOAL P.06: HOST ARBOR FAIR IN CONJUNCTION WITH TTCC**
 - i. Test volunteer management system here (John is working on this currently)
 - e. **INNOVATION GOAL P.07: EXPLORE HOW TO PROMOTE/LEVERAGE TTCC**
 - i. Publicizing - work with professional public relations companies as well as partnering and similar interested parties (non-profits, etc.)
 - f. **INNOVATION GOAL P.10: KIDS CLIMB - BUILD FRAMEWORK FOR USE AND ADOPTION GLOBALLY**
 - i. Very expensive to permit
 - ii. Continue to look at partnering with other organizations to reduce cost and liability
 - g. Events can go through Cody Goldman to be posted on Social Media to decrease issues with crossing platforms
 - i. Look to show Gene how-to's moving forward
 - h. Most interacted with Social Media posts from 2018 (will post more of these in 2019)
 - i. Forest Health topics(i.e. EAB in Tarrant County had 3000 views) & Photos with short text (i.e. "Proper Pruning Prevents Poor Performance" had 1000 views)
2. Progress made since last board meeting
 - a. 2 more associate editors have been brought on to assist with editing of "In the Shade"
 - b. Social Media followers have almost doubled since early 2018
 - i. Amount of followers ranks 5th in the United States of single state ISA chapters
 3. Work planned between now and next board meeting
 - a. Increase followers of ISAT Social Media platforms to over 1000 (move rank to #3 in US)
 - b. Continue working on Innovation Objectives described above
 - c. Seek more possibilities for tabling at industry related events
 4. Action items
 - a. Second Tabling Set - Custom Canopy, Tablecloth, and 2 Feather Flags
 - i. Canopy = \$750, 6' Tablecloth = \$250, 8' Feather Flags x 2 = \$240, Art Fee = \$30
 1. TOTAL= \$1270.00
 - b. Social Media Advancement
 - i. Yearly budget for boosting of posts and social media advertisements
 1. ISAT members request ISAT to be more publically followed and this will dramatically increase our information to the public especially as we look in the future to become more public facing
 2. Cheapest boost can be \$3.00/ day (does NOT have to run every day)
 - c. **INNOVATION GOAL M.03: COORDINATE ANNUAL DAY OF SERVICE OPPORTUNITY FOR MEMBERS**
 - i. Develop volunteer management system first
 - ii. Think this will require a entirely new committee with P&O committee support for spreading word and increasing interest in



Newsletter Report

February 24, 2019

Prepared by Rebecca Johnson, Editor

Prepared for March 7 BOD meeting

Newsletter Mission: To produce a print newsletter 6 times per year with educational and news content

Committee Goals:

- Newsletter goes out by the 1st of the month, every other month
- Solicit articles from a wide variety of folks
- Provide educational content in each issue

Committee Members:

Rebecca Johnson - Editor

Kymerli Herron

Cody Goldman

Jeannette Ivy – Associate Editor

Committee Report:

1. February newsletter went out mostly on time. It was short on ads, so extra space needed to be filled at last minute. Three advertisers did not submit – Arborjet, Fanno & Pinnacle, which is a loss of 2.25 pages of ads and Utility 1 scaled back to just three times per year, representing a loss of an additional 0.5 pages for this issue.
2. Contract with Jeannette Ivy, associate editor was extended.
3. We increased the ad rates for 2019 to bring in line with other chapters. John is responsible for selling the ads.
4. The newsletter reminder email is now on MailChimp, allowing folks to opt out of receiving the emails, and conversely, to opt in. The link to sign up is <http://eepurl.com/dNJMhc>
5. April issue deadline is March 12. Submission guidelines are on the google drive at <https://docs.google.com/document/d/1MeTgyUMtNxexgSOWmUM8hTg0MWuRt2dU0nLwnjBOhX4/edit?usp=sharing>. This is a work in progress, so the committee would appreciate suggestions and questions.
6. I suggest that since we're about to amend John's contract we roll the contract for ad sales into his ED contract and have one guiding document.
7. Future needs –
 - a. a photo archive that has photos clearly labeled with names of any person in the picture.
 - b. An index of past issues so that we can refer folks back to past articles regarding a topic.
 - c. More Spanish language submissions.



Research Committee

2019-02-25

Prepared by: Ronny Nelson

Prepared for 2019-03-07

Research Committee

Mission: The research committee is working to connect and contribute to local research that is relevant to Texas Arboriculture with other organizations that have a larger audience that may also benefit.

Strategic Plan Annual Goals for committee:

- 1.) Identify current and local research that is relevant to Texas Arboriculture.
- 2.) Encourage local researchers to connect with larger organizations such as the Tree Fund.
- 3.) Work with Texas A&M University to begin a Plant Disease and Pest Diagnostic Field Guide for Texas.
- 4.) Create a list of local research that is available for ISA Texas Members.
- 5.) Engage local arborist to contribute to Research Committee.

Committee Members:

- 1.) Ronny Nelson
- 2.) TBD
- 3.) TBD

Committee Report:

1. Tree Fund 2018 Fall Cycle Research Grant Recipients (relevant to Texas Arboriculture).
 - a. Jeanne Romero-Severson, PhD (University of Notre Dame) is investigating why a tiny percentage of ash trees have survived the emerald ash borer (EAB) invasion. Her study, "A three pronged approach to understanding the defensive mechanisms in green ash (*Fraxinus pennsylvanica*) resistant to EAB (*Agilus planipennis*).
 - b. Beniot St-Onge, PhD (University of Quebec at Montreal, Canada) is using LIDAR data for characterizing individual trees and features of the urban forest at the neighborhood level in his study, "Automated mapping and spatial analysis of the urban forest using LIDAR to improve management." This information will help guide municipalities in creating an urban forest that has positive impact on human health and is more resilient to climate change and invasive insect species.
 - c. Brandon Kyle Winfrey, PhD (Monash University, Australia) seeks to evaluate the importance of mycorrhizae, a type of fungus, on improving an immature tree's ability to reach otherwise inaccessible water in the soil. In his study, "Enhancing tree health in water sensitive urban design: role of mycorrhizae," Dr. Winfrey will evaluate mycorrhizae's ability to improve plant health in stormwater biofilters during extended dry periods.
 - d. Gregory A. Dahle, PhD (Environmental Consultants, LLC d.b.a. ECI) will review what is known about tree failures from roots, stems or branches, concentrating on why seemingly healthy trees fail in the project, "Development of a regional research approach to modeling tree failure risk probability affecting distribution overhead lines." This study will lay the groundwork for a future one that will collect tree failure data and develop failure models to help utilities improve vegetation management and thus,

enhance power reliability and public safety while reducing costs. Note: This project is sponsored by Utility Arborist Association

2. Progress made since last board meeting
 - a. Connected Tree Fund to identify current research grants and started dialogue with local researchers.
 - b. Connected with Dr. Hans Williams at SFASU and Dr. Kevin Ong at TAMU plant clinic. Will be discussing with both organizations to review current research projects.

3. Work planned between now and next board meeting
 - a. Review current and local research.
 - b. Develop a committee of 3 research members.
 - c. Setup an initial conference call.
 - d. Connect with ISA Texas Tree Fund Liaison to determine best methods for local research and committee contributions.

4. Action items:
 - a. Provide budget for research donations.
 - b. Provide guidance on how to disperse donations.



Student Liaison & Scholarships

2019-02-25

Prepared by: Ronny Nelson

Prepared for 2019-03-07

Scholarships & Student Liaison

Mission: Provide support to local universities and colleges that are engaging our next generation arborist. Mentor and connect these students with ISA Texas members.

Strategic Plan Annual Goals for committee:

Our plan is to work directly with local universities and colleges to connect with students and provide a pathway to engage in ISA Texas Chapter events, while supporting students with scholarships to the Texas Tree Conference and provide tuition assistance.

Committee Members:

- 1.) Ronny Nelson
- 2.) TBD
- 3.) TBD
- 4.) TBD

Committee Report:

1. SFASU Scholarship Banquet – April 11, 2019 at 6:30pm.
2. Connected with Dr. Hans Williams at SFASU to discuss scholarship opportunities. Currently, our organization has been providing a total of \$3,000 per year in scholarships to SFA. This has been dispersed to two students, in the amount of \$1,500 to be applied to their Fall tuition.
3. Add 2-3 more committee members to the Student Liaison and Scholarship Committee.
4. Texas Tree Conference
 - a. \$2,000 in budget to go toward student registration.
 - b. Working with SFASU (H. Williams) to connect more students and involve/develop Poster Boards.
 - c. Build a group of student liaisons for the 2019 Texas Tree Conference. Last year we had a great group of professionals that invested in our student attendees.
5. Connect with Tarrant County Community College to discuss future opportunities for scholarships.
6. Action items: Consider increasing budget for scholarships to provide additional support to local colleges, such as Tarrant County Community College.

Advocacy Report
2019 Texas Legislature Update

The 86th Texas Legislature is now in session. Bill filing started in November, the first session day was in January, and the final day is May 27 unless a special session is ordered at the Governor's discretion. Unlike prior sessions, no bills have been filed that would preempt local tree protection ordinances. The last day of state-wide bill filing, March 8, is quickly approaching. After this date only local bills can be filed and the state-wide bills start moving through committees. To date, there is only one bill of significant concern to ISAT. HB 969 proposes to amend the Texas Agricultural Code to preempt municipalities from preventing the removal of particular plant species on the State Water Supply Enhancement Plan (SWSEP). Initially there was concern this bill would allow the unrestricted removal of Ashe Juniper and Mesquite (two of the plant species on the SWSEP) for development purposes. However, we have reason to believe the bill was filed with the straight-forward intent to streamline implementation of the SWSEP. A friendly amendment has been offered to the bill author limiting the scope to properties used for agricultural purposes. This would lessen the likelihood of unintended applications of this legislation as many municipalities exempt agricultural uses from land development regulations. To become law this bill would need to be assigned to committee, voted out, passed by both Houses, and signed into law by the governor.

Keith W. Mars, AICP, CA

Community Tree Preservation Division Manager

[Community Tree Preservation Division | Protect. Connect. Inspire.](#)

[City of Austin Development Services Department](#)

One Texas Center, 505 Barton Springs Road

Office: 512-974-2755



Executive Committee Report

3/7/19

Prepared by: Emily King

Prepared for March 2019 BOD meeting

Executive Committee Purpose: Fulfill Chapter bylaws (section XII). “Executive Committee shall be responsible for the day-to- day operations of the Chapter, operating in accord with policy established by the Board of Directors.”

Strategic Plan Annual Goals for committee:

Governance G.01 Develop a succession management plan for all EC, Director, and Committee Chair positions, as well as future ISAT staff.

Committee Members:

Past president: Micah Pace

President: Emily King

President-elect: Jason Alfaro

Vice president: AJ Thibodeaux

Editor: Rebecca Johnson

Treasurer: Greg David

Executive director: John Giedraitis

Committee Report:

1. Things to know about this committee:
 - a. Monthly conference calls are held
 - b. Daily to weekly check-ins with members occur
 - c. We monitor committee work, events, and daily tasks

2. Progress made since last board meeting:
 - a. Recruited Gene Gehring as newest staff member (through contract with Acorn Arbor)
 - b. Greg David is new Treasurer
 - c. 2019 Work Plan created from work done at retreat
 - d. Began contract review for Acorn Arbor

3. Work planned between now and next board meeting:
 - a. Contract review with Acorn Arbor to be completed
 - b. Establish new contract for professional services no later than April 1

4. Action items: none at this time



Nominations/Election Committee Report

March 7, 2019

Prepared by: Micah Pace, Chair

Prepared for March 7th BoD Meeting

Nominations/Election Committee Mission: To add value to the BoD by leading the nominations process through procurement of potential candidates and development of necessary nomination/election documentation.

Committee Goals:

- To annually identify the open/vacant positions on the Board that require filling.
- To develop a slate of potential candidates and present to the BoD for consideration.
- To work with the ED to develop and post the approved election information, including open positions (i.e. positions to be voted on), candidate bios, and other relevant nomination/election details.

Committee Members: Micah Pace (Chair)

Committee Report:

1. Category header for items the rest of the board should be aware of, "FYI" items
 - There is only one (1) Director position to be voted on in 2019. Chris Lane's term is up in September.
 - Director position to be filled should be for Commercial Arborist professional if possible. We have three non-elected Commercial nominees from 2018 we can consider.
 - Officer positions to be filled that require at least two (2) viable candidates include: Vice President, Treasurer, and Editor. These may be filled from within the BoD or externally from the general membership.
2. Progress made since last board meeting
 - Confirmed upcoming vacancies/positions to fill.
 - Developed spreadsheet to organize open positions and potential nominees.
3. Work planned between now and next board meeting
 - Continue looking for potential nominees.
 - Finalize Nomination Form and work with ED to post online by June.
4. Action items: any items that require a full board discussion and vote. Include any necessary back-up materials board members will need to be informed.
 - Need leads for nominees from the Board, especially for Officer positions.

Report to ISA-Texas Board - March 7, 2019

1. ISA-Texas currently remains on a sound financial footing, with roughly \$245,000 in cash, CD's, and government securities on-hand as of February 23, 2019.
2. In order to maximize interest income and improve liquidity, JPG and I have looked into the purchase of short-term, federally-insured Treasury securities that pay a slight premium over Certificates-of-Deposit and a significant premium over business savings account interest rates. With Board approval, we would like to purchase a small thirty-day Treasury note to try-out the system, and then, if all goes well, eventually migrate most or all of our long-term cash reserves over from CD's to Treasury notes.
3. I have reviewed Texas Chapter checks and disbursements through February 23rd, 2019, and all seem to be proper and in order.
4. From a fiscal standpoint, the Chapter incurred a \$7400 net loss for 2018, and the current budget is projecting a \$38,000 net loss for 2019. Hopefully, this is a worst-case scenario, but the Board should be mindful of this projected loss when deliberating requests and proposals for additional unbudgeted outlays this year.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "G.P. David".

Gregory P. David, RCA/BCMA
Treasurer

ISAT
Balance Sheet
As of December 31, 2018

	<u>Dec 31, 18</u>
ASSETS	
Current Assets	
Checking/Savings	
Wells Fargo	92,834.86
Total Checking/Savings	<u>92,834.86</u>
Other Current Assets	
Wells Fargo CD #3	25,162.85
Wells Fargo CD #2	25,122.04
Wells Fargo CD #1	50,081.23
Federated Gov Income Securities	34,717.13
Total Other Current Assets	<u>135,083.25</u>
Total Current Assets	227,918.11
Fixed Assets	
Accumulated Depreciaton	-587.00
Office Equipment	604.03
Total Fixed Assets	<u>17.03</u>
TOTAL ASSETS	<u><u>227,935.14</u></u>
LIABILITIES & EQUITY	
Equity	
Retained Earnings	237,192.65
Net Income	-9,257.51
Total Equity	<u>227,935.14</u>
TOTAL LIABILITIES & EQUITY	<u><u>227,935.14</u></u>

ISAT
Profit & Loss
 January through December 2018

	Jan - Dec 18
Ordinary Income/Expense	
Income	
Online Learning Revenue Share	580.00
Advertising	
Advertising - website	1,087.00
Advertising Newsletter	17,154.48
Oak Wilt Vendors	1,858.10
Total Advertising	20,099.58
Certification	
Recertification	15,156.00
Certification Exams	12,733.00
Total Certification	27,889.00
Conference	
TREE Fund Donations	1,195.00
Auction	5,975.00
Bookstore	2,435.00
Exhibitors	
Sponsors	11,575.00
Exhibitors - Other	36,857.36
Total Exhibitors	48,432.36
Registrations	152,213.93
Total Conference	210,251.29
Membership	35,618.00
Misc.	3,600.23
Publication Sales	110.00
TTCC & Workshop	
Exhibitors	6,285.95
Registrations (climbing)	4,951.34
Registrations (for workshop)	4,408.77
Sponsors	2,500.00
Total TTCC & Workshop	18,146.06
Workshops	
2019 GIS Workshops	1,725.00
2018 EAB Workshop	1,109.23
2018 Mature Tree Workshop	5,063.63
2018 TRAQ Course	14,730.00
2018 TRAQ Renewal	9,579.63
2018 Crane Workshop	9,824.60
Wildfire Risk Qualification	2,795.00
Womens Climbing Workshop	8,295.38
Bilingual Tree Worker Workshop	12,780.60
Oak Wilt ID and Mgnt Workshop	14,599.59
Total Workshops	80,502.66
Total Income	396,796.82
Gross Profit	396,796.82
Expense	
Research	5,000.00
Web based email/registration	899.68
Accountant	2,355.00
Awards	111.99
Board Expenses	22,967.56
Certification Expenses	112.23

ISAT
Profit & Loss
January through December 2018

	Jan - Dec 18
Conference Expenses	
Decorations	1,494.50
Mobile Event App	12,502.67
Awards	400.41
Wednesday Evening Social	1,687.50
SWAG and t-shirts	18,503.40
Registration Brochure	570.48
Catering	58,795.45
Speaker	32,916.38
Auction	8.99
Book Store	2,297.50
Exhibitors	9,157.46
Registration	5,135.21
Waco Convention Center	16,283.61
Total Conference Expenses	159,753.56
Executive Director	
Misc. Office	1,260.73
Executive Director Salary	81,192.00
Executive Director Travel	6,514.97
Executive Director Utilities	2,420.00
Total Executive Director	91,387.70
Fees	
Credit Card Fees	6,503.88
Total Fees	6,503.88
Insurance	1,897.00
Member Services	185.62
Newsletter Expenses	22,636.28
Publication Purchases	553.75
Publicity	3,942.12
Scholarships	5,000.00
Special Projects	
Day of Service	4,455.18
Special Projects - Other	250.00
Total Special Projects	4,705.18
TTCC and Workshop	
Inter. Climbing Competition	2,752.13
National Tree Climbing Champ	768.33
TTCC and Workshop - Other	11,596.45
Total TTCC and Workshop	15,116.91
Web Site	1,750.92
Workshop Expenses	
2018 EAB Workshop Expense	2,186.62
2018 Mature Tree Workshop	2,792.77
2018 TRAQ Course	10,322.13
2018 TRAQ Renewal	8,391.66
ISAT Webinars	608.69
2018 Crane Workshop	2,614.01
Wildfire Risk Qual Expenses	1,535.84
Womens Climbing Workshop	11,982.94
Bilingual Tree Worker Workshop	11,855.07
Oak Wilt ID and Mgnt Workshop	8,885.22
Total Workshop Expenses	61,174.95
Total Expense	406,054.33
Net Ordinary Income	-9,257.51
Net Income	-9,257.51

ISAT
Balance Sheet
As of February 28, 2019

	<u>Feb 28, 19</u>
ASSETS	
Current Assets	
Checking/Savings	
Wells Fargo	143,218.47
Total Checking/Savings	<u>143,218.47</u>
Other Current Assets	
Wells Fargo CD #3	25,162.85
Wells Fargo CD #2	25,122.04
Wells Fargo CD #1	50,081.23
Federated Gov Income Securities	34,717.13
Total Other Current Assets	<u>135,083.25</u>
Total Current Assets	278,301.72
Fixed Assets	
Accumulated Depreciaton	-587.00
Office Equipment	604.03
Total Fixed Assets	<u>17.03</u>
TOTAL ASSETS	<u><u>278,318.75</u></u>
LIABILITIES & EQUITY	
Equity	
Retained Earnings	227,935.14
Net Income	50,383.61
Total Equity	<u>278,318.75</u>
TOTAL LIABILITIES & EQUITY	<u><u>278,318.75</u></u>

ISAT
Profit & Loss
 January through February 2019

	Jan - Feb 19
Ordinary Income/Expense	
Income	
Online Learning Revenue Share	284.00
Advertising	
Advertising - website	100.00
Advertising Newsletter	4,395.00
Oak Wilt Vendors	2,000.00
Total Advertising	6,495.00
Certification	
Recertification	7,797.00
Certification Exams	4,590.00
Total Certification	12,387.00
Membership	16,050.00
Publication Sales	165.00
TTCC & Workshop	
Exhibitors	3,600.00
Total TTCC & Workshop	3,600.00
Workshops	
2019 TRAQ Renewal April	2,255.00
2019 TRAQ Course April	13,200.00
TAMU Diagnosis Workshp	5,795.00
2019 GIS Workshops	2,925.00
Wildfire Risk Qualification	5,795.00
Womens Climbing Workshop	750.00
Bilingual Tree Worker Workshop	2,235.00
Oak Wilt ID and Mgnt Workshop	10,975.00
Total Workshops	43,930.00
Total Income	82,911.00
Gross Profit	82,911.00
Expense	
Association Management Services	
Assoc. Mgnt. Services Expenses	472.21
Association Management Services - Other	10,586.00
Total Association Management Services	11,058.21
Accountant	380.00
Board Expenses	237.47
Executive Director	
Executive Director Salary	7,014.00
Executive Director Utilities	205.00
Total Executive Director	7,219.00
Fees	
Credit Card Fees	1,533.64
Total Fees	1,533.64
Insurance	1,446.00
Newsletter Expenses	4,200.00
Publicity	839.08
TTCC and Workshop	42.64
Web Site	134.98

10:38 AM
02/28/19
Cash Basis

ISAT
Profit & Loss
January through February 2019

	<u>Jan - Feb 19</u>
Workshop Expenses	
2019 GIS Workshops	4,064.19
Womens Climbing Workshop	822.18
Oak Wilt ID and Mgnt Workshop	550.00
	<hr/>
Total Workshop Expenses	5,436.37
	<hr/>
Total Expense	32,527.39
	<hr/>
Net Ordinary Income	50,383.61
	<hr/>
Net Income	<u><u>50,383.61</u></u>



Regional Plant Appraisal Committee (RPAC) Report

March 7, 2019

Prepared by: Micah Pace, Chair

Prepared for March 7th BoD Meeting

Regional Plant Appraisal Committee (RPAC) Mission: To periodically review and update the Texas Supplement document to the CTLA Guide for Plant Appraisal.

Committee Goals:

- To identify the necessary information/data needed to properly update the Texas Supplement.
- To identify the important stakeholders/partners that should participate in the revision process.
- To highlight the most important changes or edits that are required for a successful revision of the Supplement.
- To identify the needed resources required by the committee.
- To develop a timeline for completing the revision.
- Complete a revised Texas Supplement to the Guide to Plant Appraisal, 10th Edition.

Committee Members: Micah Pace (Chair), Todd Watson, Greg David, Deb Evans, David Vaughn, and Dayton Archer

Committee Report:

1. Category header for items the rest of the board should be aware of, "FYI" items
 - Committee met on Nov 13th in Waco, held two conference calls (Dec 19 and Jan 21), and communicated via email multiple times since November 2018.
 - Committee is struggling with the actual role for RPACs within the framework of the 10th Edition of the Appraisal Guide.
 - Planned completion was set for June 2019 but date is now open-ended.
2. Progress made since last board meeting
 - Further review of the 10th Edition of the Plant Appraisal Guide
 - Developed a list of categories for the "Functional" and "Biological/Genetic" Limitation Factors.
 - Updated the Supplement document for continued use with the 9th Edition of the Guide.
 - Developed a list of questions to send to CTLA/ASCA for clarity on RPAC's role.
3. Work planned between now and next board meeting
 - Continue discussion on Unit Cost update, Species Ratings update, and possible use of regional sub-groups.
 - Finalize questions/inquiry to CTLA/ASCA and send request for feedback and guidance.
 - Next RPAC meeting scheduled for Friday March 8th.
4. Action items: any items that require a full board discussion and vote. Include any necessary back-up materials board members will need to be informed.
 - RPAC is requesting a formal line item within the 2019 budget to help cover several costs associated with additional (future) meetings in 2019: travel, potential venue reservation fees, and meals.



Certification Liaison

2/25/2019

Prepared by: Misti Perez

Prepared for March 7, 2019

Certification Liaison Mission: set up all CTW, CA exams, assign CEUs to events/meetings/workshops, answer emails and phone calls about certification.

Committee Members: Misti

Committee Report:

1. Exams scheduled in 2019:
January 25 - Austin
February 22 - Austin (Certified Tree Worker)
March 8 - Selma
September 27 - Waco
November 15 - Fort Worth

We are finally able to expand the Certified Tree Worker program to the Dallas area. AJ Thibodeaux sent three employees to become new evaluators, Gene Gehring and Curtis Hopper volunteered their time to become evaluators as well. With their combined volunteerism, we will be able to schedule an exam in Dallas hopefully this year.

There is interest in Austin for another Aerial Lift Specialist exam, I can use help finding a location, getting the evaluators to volunteer their time again.
Evaluators to ask: Nate Sponseller, Jim Carse, Markus Smith, Brennon Magee, Nevic Donnelley, Jackson Macintosh
Last (and first ever in TX was held at Disch Falk Field UT, 6 became certified and we recruited 6 new evaluators) held in 2014

2. Certified Arborists in Texas:
CA 1212
BCMA 43
Municipal 60
Utility 100
Certified Tree Worker Climber Specialist 26
Certified Tree Worker Aerial Lift Specialist 6
3. 50 CEUs assigned so far in 2019
4. Daily or weekly calls and emails about certification



TREE Fund Liaison Report

February 24, 2019

Prepared by Rebecca Johnson

Prepared for March 7 BOD meeting

TREE Fund Liaison Mission: to promote the TREE Fund to ISA Texas chapter members

Committee Goals:

- Facilitate effective communications and coordination between ISA Texas and TREE Fund;
- Collaboratively develop strategies to promote TREE Fund's interests within the ISA Texas;
- Assist the TREE Fund Development Committee and President/CEO with identifying and soliciting potential funding sources and donors within ISA Texas;
- Foster and encourage strategic alliances with other stakeholder groups within ISA Texas to enlist support of the TREE Fund; and
- Support TREE Fund visits to ISA Texas events throughout the year, to include making requested arrangements for trade show booth space and opportunities for the President/CEO or his or her designee to make regular presentations to Chapter members and Boards.

Committee Members: Rebecca Johnson

Committee Report:

1. ISA Texas will sponsor Neville Mann as a rider in the Tour des Trees this year.
2. Since I'm new, I've just had one call so I don't have anything more to report at this time.



CoR Report

Prepared by: Oscar Mestas
Prepared for (March 7, 2019)

[CoR] Mission: Represent ISAT

Strategic Plan Annual Goals for committee: Relay information and act as liaison between ISAT & ISA.

Committee Members: Oscar Mestas

Committee Report:

1. New Business:

Contacted ISA and reported change in representation from Michael Sultan to Oscar Mestas.

ISA CoR contact is:

**Jim Vaughan – ISA CoR Executive Committee
Minnesota Chapter ISA**

Office: (952) 924-2699 | Cell Phone:(952) 292-101

2. Progress made since last board meeting: N/A

3. Work planned between now and next board meeting:

Attend the first April CoR Conference call which will occur on April 11, 2019, at 12:00 PM US Eastern Time.

4. Action items:

What would the Board like for me to convey to the ISA at the first meeting?

2019 Work Plan Goals

Strategic Plan Goal Category	Goal number	Innovation Objective	Committee / Primary lead	Status + Notes (as of 3/7/19)	Target deadline
Educational	E.01	Create a 3 year educational event plan covering diverse content, teaching levels, and geography	Educational Events	Draft outline produced (Gene) Challenge with current configuration of one-year chair rotating in and out. Consider an advisory committee?	
Educational	E.02	Partner with other allied industries to support events	Publicity + Outreach	Partnership with NCTUFC helped increase attendance at Feb event ASLA event tabling in April. Chris notes that TNLA would like to have talking points or speakers suggested for their events	
Educational	E.04	Hire an event coordinator	Board of Directors	As of January - hired Gene as Educational Program Manager	
Educational	E.05	Explore structuring annual conference sessions to offer relevant material for allied professionals	Texas Tree Conference	Continuing and improving nonprofit session offerings Potentially have utility track academy this year	
Educational	E.06	Increase Spanish language workshops by one each year for next 3 years	Educational events	Structural pruning for ground crews planned for October	
Educational	E.11	Partner with TAMU to develop field diagnostic guide for pest/pathogens	Research + Scholarships	Diagnostic lab workshop potentially to occur annually. John will check with TAMU to see what there is already existing.	
Governance	G.01	Develop a succession management plan for all EC, Director, and Committee Chair positions, as well as future ISAT staff	Executive committee (Governance)	Future agenda item to discuss how to manage 1-year chair of conference and workshops into something more sustainable, for example a dedicated board of director seat to chair for their tenure	
Governance	G.03	Develop clear job descriptions and duties for staff, board and volunteers as part of a Board Manual	Executive Director		
Governance	G.04	Determine appropriate staffing levels to meet organizational needs	Board of Directors	Ongoing; planning to discuss this with new contract	
Governance	G.10	Develop a volunteer management system including volunteer coordinator position description, recruiting and retention process, and a Volunteer Management manual	Publicity + Outreach (Outreach)	Beginning work on this through the Texas Tree Climbing Competition. Also using software for managing volunteers at TNLA expo. Planning for ASLA event in April.	
Member Services	M.01	Explore ISAT app development, to engage members through the use of technology	Publicity + Outreach (Social media)		
Member Services	M.03	Coordinate annual day of service opportunity for members	Publicity + Outreach	John notes that work was done with ReTreet (partnership) at Port Arthur	
Member Services	M.08	Plan for additional member outreach	Publicity + Outreach (Membership)	John notes that membership has flattened out. Potentially have admin staff work on this front.	
Public Awareness	P.01	Make allied professional CEU's available as applicable at ISAT events	Educational events	Chris notes that TNLA event would like ISA CEUs available. On Gene's list of things to do.	
Public Awareness	P.06	Host arbor fair in conjunction with Texas Tree Climbing Championship	Publicity + Outreach	Chair for Arbor Fair established, event planned and template for future versions also planned.	
Public Awareness	P.07	Explore how to promote/leverage Texas Tree Climbing Championship	Publicity + Outreach	Plans to work with a professional to market the event	
Public Awareness	P.10	Kids climb – build framework for use and adoption globally	Publicity + Outreach	John notes that he is going to engage with Jim Skiera to help with Limb Walk	
Research	R.01	Strategize for future development of in-state arboriculture researcher or extension faculty in partnership with TFS, USFS, and AgriLife Extension	Research + Scholarships		
Research	R.02	Encourage applications to the TREE Fund for Texas-focused research proposals	Research + Scholarships	Ronny has begun looking into project funded by TREE Fund that are relevant. Suggestion to look into AgriLife Extension. Suggestion to look into research aside from TREE Fund (Mike Merchant) SFA undergrad research project funding (\$500) Rebecca is going to send Ronny grant fund cycle info	



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Oak Wilt Qualified Vendor Website Listing Policy

The Texas Chapter ISA offers vendors the opportunity to advertise oak wilt identification and management services. To be listed in the vendor directory on the ISAT website, the vendor must provide a current TDA Applicator's License number with expiration date, and the firm must employ at least one staff member who holds a current ISAT Oak Wilt Qualification and is a member in good standing of both ISA and ISAT.

Draft for review ISAT Board of Directors March 7, 2019