

**California Invasive Species Advisory Committee
December 10, 2021 Meeting Minutes**

CISAC Members:

Tim Crothers	Ricky Lara	Katie Sutherland-Ashley
Gina Darin	Lori Nezhura	Martha Volkoff
Ted Grosholz	Beatriz Nobua-Behrmann	Koren Widdel
David Haviland	Steve Schoenig	Helene Wright
Brent Johnson	Tom Smith	Tong Yang
Vicki Kramer	Sheri Smith	

CISAC Members Absent:

Tom Getts	Shannon Lynch
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California Department of Food and Agriculture (CDFA) Staff:

Jonathan Babineau	Dr. David Morgan	Canh Nguyen
Mark McLoughlin	David Pegos	Secretary Karen Ross

Guests:

Claire Acken	Edward Hard	Randall Oliver
John Beall	Krista Hoffman	Jennifer Osmondson
Elizabeth Brusati	Doug Johnson	Adrian Poloni
Loree Bryer	Brent Johnson	Cynthia Powell
Justin Bush	John Kabashima	Daydre Roser
Stacey Clark	Jane Kelly	Christopher Shogren
Jocelyn Claude	Jenny Ketterlin	Robert Sisson
Melissa Cregan	Jason Killian	Cristina Torres
Erik Downs	Karen Lowerison	Hannah Vasilis
Travis Elder	Lori Miyasato	Ellen Walton
Jim Farrar	KayLynn Newhart	Rachel Wigginton
Mel Grahamn	Sam Nielsen	Nan Wishner
Don Grosman	Dominique Norton	Jeremy Zagarella
Linda Haque		

Opening

The first meeting of the reformed California Invasive Species Advisory Committee (CISAC) was called to order at 10:00 a.m. on December 10, 2021 held by webinar.

Secretary Karen Ross welcomed committee members, guests and staff. She thanked the committee members for agreeing to serve. She cited the dangers of climate change and the need to monitor invasive species and respond to threats using the best available technologies.

Public Comments

There were no public comments.

COMMITTEE BUSINESS

CISAC 2022 Meeting Dates

David Pegos presented three calendars of upcoming 2021 quarterly CISAC meetings. It was decided that meetings held on the fourth Tuesday of the month (January 25, April 26,

July 26 and October 25, 2022) would allow the most participation.

CISAC Leadership

All CISAC members, California Department of Food and Agriculture (CDFA) staff and guests introduced themselves. David requested a vote on Committee Chair, Vice Chair and Secretary. Ted Grosholz presented his vision for CISAC, followed by Martha Volkoff.

Motion: To elect Martha Volkoff as CISAC Chairperson.

Motion Carries: Nine yays (Tim Crothers, Brent Johnson, Vicki Kramer, Ricky Lara, Lori Nezhura, Beatriz Nobua-Behrmann, Tom Smith, Katie Sutherland-Ashley, Martha Volkoff and Tong Yang) and seven nays (Gina Darin, Ted Grosholz, David Haviland, Steve Schoenig, Katie Sutherland-Ashley, Koren Widdel and Helene Wright).

Motion: To elect Ted Grosholz as CISAC Vice-Chairperson.

Motion Carries: The motion passed unanimously.

The Secretary position was left open and will be revisited at the January 25, 2022 meeting. The CISAC Subcommittee was created to discuss and recommend edits to the charters and bylaws in accordance with AB 2470. The Subcommittee will include Gina Darin, Tom Smith, Doug Johnson, David Pegos and Jonathan Babineau.

PRESENTATIONS

Invasive Species Council of California and CISAC Overview

David stated that the goal of CISAC is cross-agency communication. The Advisory Committee works to provide recommendations for the Invasive Species Council of California (ISCC), the highest authority on invasive species in state government. Working groups are created for specific issues. The 19 members of the Committee are nominated through one letter of interest and two letters of support. The member makeup of CISAC is: 4 members designated by the CDFA secretary; 4 members designated by the Secretary of the Natural Resources Agency; 1 member appointed by the Secretary for Environmental Protection; 1 member appointed by the Secretary of Transportation; 1 member appointed by the Secretary of California Health and Human Services; 1 member appointed by the Director of Emergency Services; 1 member appointed by the California Agricultural Commissioners and Sealers Association and; 6 members appointed by the co-chairs of the ISCC.

Invasive Species Summit

David stated that ISCC held an Invasive Species Summit on January 11-12, 2018 to: identify actions in the Strategic Framework that should be prioritized; identify agencies stakeholders and resources that can be coordinated to implement those actions and; to identify challenges to implementing those actions. Among other outcomes, the Summit passed AB 2470 to formally establish the ISCC and CISAC to advise the ISCC and AB 2054 to instruct the ISCC and CISAC to coordinate with state and local agencies and stakeholder groups on invasive species like Invasive Shot-hole Borer (ISHB). CDFA and the Natural Resources Agency co-chair the Council, and the Environmental Protection Agency, State Transportation Agency, Health and Human Services Agency and Governor's Office of Emergency Services are members. The Council performs coordinated efforts to exclude invasive species from California and to eliminate or mitigate the impact of established invasive species. The Council develops and maintains a list of invasive species likely to enter California and issues strategic goals and objectives for state agencies developed through a public process.

David noted that ISCC received \$10,000,000 to combat ISHB. The money was focused on: research; a statewide trapping program; public outreach and; tree removal.

Development of Recommendations

The Committee developed a list of programs that could benefit from CISAC's allocated \$5,000,000 funds this year and next year. Members will vote on which programs to fund at the next Committee meeting on January 25, 2022. This list of suggestions included:

1. Invasive Species Summit.
2. Operational funds for CISAC/Council meetings.
3. Invasive Species tours.
4. Shothole Borer and/or Mediterranean Oak Borer funding (outreach, research and trapping).
5. Expanding use of iNaturalist.
6. Collaboration between databases, websites and maps.
7. Weed manager rapid response areas (and other widespread management).
8. Emergency rapid response fund and platforms.
9. Funding the Firewood Task Force.
10. Funding the Don't Pack a Pest campaign and the Border Protection Stations.
11. Equipment to enable better invasive species monitoring and mitigation.
12. A dedicated support staff for CISAC (website, operational, and investigative).
13. Items not chosen from first Summit: ecological & economic impact report; rapid response work group; biological control research; increased statewide branding; incentives, certification and regulation to control high-risk vectors.
14. Updating the living list of Invasive Species and pathways.
15. Interagency cooperation for pathways.
16. Agricultural Commissioners assisting with pathway inspection and internet sales inspection.
17. Funding for statewide wood borer and wasp trapping.
18. Funding for evaluation, research and demonstrations from West Coast Arborists, Master Gardeners, and/or Cal Naturalists.
19. Funding to restore areas after removing Invasive Species or to prevent invasive species after disasters.
20. Biosecurity.
21. An additional training facility and expanded detection for California dog teams.
22. Funding for workshops and more and larger facilities for biocontrol, and to integrate biocontrol with existing strategies.
23. Funding for smart technologies like automated traps and drones.
24. Funding to find existing tools that work with climate change.
25. Development of more Integrated Pest Management tools
26. Funding for comprehensive youth education and outreach.
27. Education to the general public

David stated that there will be one or more Subcommittee meetings prior to the next CISAC quarterly meeting.

Adjournment

The meeting was adjourned at 3:11 p.m. The next scheduled CISAC meeting will take

place on Tuesday, January 25, 2022 via webinar.

**California Invasive Species Advisory Committee (CISAC)
January 25, 2022 Meeting Minutes**

CISAC Members:

Tim Crothers	Brent Johnson	Tom Smith
Gina Darin	Shannon Lynch	Katie Sutherland-Ashley
Tom Getts	Lori Nezhura	Martha Volkoff
Ted Grosholz	Beatriz Nobua-Behrmann	Koren Widdel
David Haviland	Steve Schoenig	Tong Yang

CISAC Members Absent:

Vicki Kramer	Sheri Smith	Helene Wright
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California Department of Food and Agriculture (CDFA) Staff:

Jonathan Babineau	Mark McLoughlin	Raj Randhawa
David Kratville	David Pegos	Curtis Takahashi

Guests:

Elizabeth Brusati	Krista Hoffmann	Randall Oliver
Loree Bryer	Doug Johnson	Brian Owens
David Bubenheim	Ajay Jones	Christopher Potter
Stacey Clark	John Kabashima	Cynthia Powell Calfora
Christiana Conser	Melanie Keeley	Terri Reeder
Kim Corella	Jenny Ketterlin	Joe Scheele
Anabele Cornejo	Rachael Klopfenstein	Christopher Shogren
Lauren Dennhardt	Karen Lowerison	Vincent Strode
Curtis Ewing	John Malpas	Alexandria Stubblefield
Wade Finlinson	Caitlin Mathey	Amanda Swanson
Sarah Godfrey	Juli Matos	Greta Varien
Angela Godwin	Sarah Mellor	Ellen Walton
Linda Haque	LeeAnne Mila	Rachel Wigginton
Edward Hard	Lori Miyasato	Priscilla Yeane
Gretchen Heimlich	Annika Nabors	

Opening

The meeting of the California Invasive Species Advisory Committee (CISAC) was called to order at 10:00 a.m. on January 25, 2022 held by webinar.

Chair Martha Volkoff welcomed committee members, guests and staff. She thanked prior CISAC committee members for their contributions. David Pegos noted that there will be a Spotted Lantern Fly (SLF) Summit on March 1-3, 2022 and an SLF presentation on February 17, 2022.

Public Comments

There were no public comments.

COMMITTEE BUSINESS

All CISAC members, California Department of Food and Agriculture (CDFA) staff and guests introduced themselves.

CISAC Leadership

The Committee unanimously appointed Shannon Lynch as CISAC Secretary. Shannon Lynch joined the Subcommittee consisting of Gina Darin, Doug Johnson, Tom Smith, Martha Volkoff, Ted Grosholz and David Pegos to review and update the Invasive Species Council of California by-laws and CISAC charter.

PRESENTATIONS

Development of Recommendations for Invasive Species Funds

The Invasive Species project recommendations list produced at the previous CISAC meeting was further refined into a list of ready projects with approximate costs and project leads to present as recommendations to the State Department Secretaries. These recommendations include:

1. \$100,000 for an Invasive Species Summit;
2. \$25,000 for operational funds and transport costs for CISAC and the Invasive Species Council of California (ISCC) meetings;
3. \$100,000 to update the living list of Invasive Species website and identify pathways both historical and modern for CISAC prioritization;
4. \$100,000 for four tours to raise awareness of Invasive Species;
5. \$300,000 for a two-year limited term staff member dedicated to assisting CISAC and ISCC with updating the website, operational concerns, investigating follow-up items, and contract and grant matters;
6. \$1,100,000 to continue shothole borer funding for one year, \$300,000 for outreach and trapping coordinators and \$800,000 for research and trapping;
7. \$1,000,000 for the Weed Management Area Program and potentially restoration after removing invasive species or disasters;
8. \$100,000 for expanding the exotic wood borer survey and trapping program to include a southern Californian program;
9. \$200,000 for an expansion of statewide, early detection survey for aquatic invasive species for one crew of three staff for one year;
10. \$600,000 for completing removal and follow-up monitoring for 2-3 years of the China Cove, Lower Newport Bay infestation of *Caulerpa prolifera*.

Motion: To approve the list of recommendations to the Invasive Species Council of California as presented.

First: David Haviland

Second: Tom Getts

Motion carries: The motion passed unanimously.

There are additional potential recommendations awaiting firmer funding information, leadership or CISAC consensus. These include: smart technologies like automated traps and drones and synchronizing those tools with existing biocontrol, potentially led by Ricky Lara and Eddie Hard; expanding biocontrol like more workshops and repair and expansion of facilities, potentially led by Ricky Lara; development of more IPM tools; expanding education through programs like Ag in the Classroom and Learning Tree, potentially led by David Pegos and Randall Oliver; expanding the California dog teams and creating an additional training facility in California, potentially led by David Pegos and Koren Widdel; a biosecurity working group, potentially led by Brent Johnson and Juli Matos; expanding demonstrations, evaluation and research with the West Coast Arborists, Master Gardeners and Cal Naturalists; California Agricultural Commissioner pathway inspections and inspection of internet sales for pests, potentially led by Koren Widdel; equipment such as air curtain burners or tub grinders; increased public education using billboards and signage

around the border stations and on rural highways, suggested by David Haviland; collaboration between databases, websites and map programs; and expansion of the iNaturalist application.

2022 CA Invasive Weed Tours

Tom Getts explained that the Invasive Species Tours have received funding but are still in the planning stages. The tours are intended to raise awareness of invasive weed species and current research, particularly with Agricultural Commissioner staff, biologists, city and county political figures, and legislator staff.

Martha Volkoff, Ted Grosholz, Shannon Lynch, Beatrice Nobua-Behrman, Steve Shoenig, Tom Smith, Curtis Ewing, Randall Oliver and Koren Widdel volunteered to work with Tom Getts on the tours.

Adjournment

The meeting was adjourned at 3:40 p.m. The next scheduled CISAC meeting will take place on April 25, 2022 via webinar.

**Invasive Species Council of
California By-Laws
Approved April 8, 2009**

Article 1. Name/ Purpose.

- (a) Name. The name of this organization shall be the Invasive Species Council of California (ISCC).
- (b) Purpose. The purpose of the Invasive Species Council of California shall be to help coordinate a comprehensive effort to exclude invasive species from entering California and to eliminate, reduce or mitigate the impacts of invasive species already established in the state.
- (c) Scope. The Invasive Species Council of California will address California non-native organisms that cause economic or environmental harm. Invasive species within the scope of the council do not include humans, domestic livestock or non-harmful exotic and native organisms.

Article 2. State Agency/Department Duties.

- (a) Each state agency or department whose actions may affect the status of invasive species shall, to the extent practicable and permitted by law and regulation,
 - (1) Identify such actions;
 - (2) To the extent funding is available, use relevant programs and authorities to: (i) prevent the introduction of invasive species; (ii) detect and respond rapidly to and control populations of such species in a cost-effective and environmentally sound manner; (iii) monitor invasive species populations accurately and reliably;
 - (iv) provide for restoration of native species and habitat conditions in ecosystems that have been invaded; (v) conduct research on invasive species and develop technologies to prevent introduction and provide for environmentally sound control of invasive species; and (vi) promote public education on invasive species and the means to address them; and
 - (3) Not authorize, fund or carry out actions that it believes are likely to cause or promote the introduction or spread of invasive species in California or elsewhere unless, pursuant to guidelines that it has prescribed, the agency or department has determined and made public its determination that the benefits of such actions clearly outweigh the potential harm caused by invasive species, and that all feasible and prudent measures to minimize risk of harm will be taken in conjunction with the actions.
- (b) State agencies or departments shall pursue the duties set forth in this section in consultation with the Invasive Species Council of California, consistent with the Invasive Species Action Plan and in cooperation with stakeholders, as appropriate.

Article 3. Invasive Species Council of California

(a) An Invasive Species Council of California is hereby established whose members shall include the following Secretaries:

- California Department of Food and Agriculture;
- California Natural Resources Agency;
- California Environmental Protection Agency;
- California State Transportation Agency;
- California Health and Human Services Agency; and the
- California Governor's Office of Emergency Services.

The ISCC shall be co-chaired by the Secretary of the California Department of Food and Agriculture and by the Secretary of the California Natural Resources Agency. The Secretaries of each department or agency are the official council members. However, the Secretaries of each department or agency shall designate a technical representative to carry out the day-to-day work of the ISCC. The ISCC may invite additional state agency representatives from subcabinet departments or divisions with significant responsibilities concerning invasive species, and may prescribe special procedures for their participation. The ISCC co-chairs shall appoint an Executive Director of the ISCC. All staff and support functions required for operation of the ISCC will be supplied by the Department of Food and Agriculture and/or the Natural Resources Agency as determined by the Secretaries of those agencies. Support for the operation of the ISCC will rely on existing staff and resources, until such time as the state may allocate funds necessary for the operation of the ISCC. Finally, the ISCC shall administer a trust account for funding eradication and education projects.

(b) The ISCC co-chairs shall establish the California Invasive Species Advisory Committee (CISAC) to provide information and advice for consideration by the ISCC, and shall, after consultation with other members of the ISCC, appoint members of the advisory committee representing stakeholders. Among other things, the advisory committee shall recommend plans and actions at city, county, state, tribal, regional and ecosystem-based levels to achieve the goals and objectives of the Invasive Species Action Plan pursuant to Article 5 of these by-laws. The advisory committee shall act in cooperation with stakeholders and existing organizations addressing invasive species. All staff and support functions required for operation of the CISAC will be supplied by the Department of Food and Agriculture and/or the California Natural Resources Agency as determined by the Secretaries of those agencies. Support for the operation of the CISAC will rely on existing staff and resources, until such time as the state may allocate funds necessary for the operation of the CISAC.

Article 4. Duties of the Invasive Species Council of California.

The Invasive Species Council of California represents the highest level of leadership and authority in state government regarding invasive species. Its goal is to promote a consistent approach to invasive species at the state level, and shall:

- (a) Oversee the implementation of these by-laws and see that state agency or department activities concerning invasive species are coordinated, complementary, cost-efficient and effective, relying to the extent feasible and appropriate on existing organizations addressing invasive species;
- (b) Develop and maintain a list of invasive species that have a reasonable likelihood of entering or have entered California for which an exclusion, detection, eradication, control or management action by the state might be appropriate;
- (c) Encourage planning and action at organizational levels including city, county, state, tribal, and regional, as well as at ecological levels including population, community, landscape, ecosystem, and biome to achieve the goals and objectives of the Invasive Species Action Plan pursuant to Article 5 of these by-laws, in cooperation with stakeholders and existing organizations addressing invasive species;
- (d) Develop recommendations for inter-state cooperation in addressing invasive species;
- (e) Develop recommendations for preventing invasive species from entering the state through our points of entry;
- (f) Develop guidance to state agencies pursuant to the California Environmental Quality Act (CEQA) in invasive species matters;
- (g) Facilitate development of a coordinated network to document, evaluate and monitor impacts from invasive species on the economy, the environment and human health;
- (h) Develop a system for reporting sightings of invasive species and referring those reports to the appropriate agency/department;
- (i) Facilitating educational and outreach activities to increase awareness of invasive species issues, including the development of a coordinated, information sharing system on invasive species that utilizes the latest technologies; this system shall facilitate access to and exchange of information concerning invasive species; and
- (j) Develop and maintain an Invasive Species Action Plan, a statewide plan for dealing with invasive species including a Rapid Response Plan, pursuant to Article 5 of these by-laws;
- (k) Consider the effects of climate change on the introduction of new invasive species and the spread of existing invasive species.

Article 5. Invasive Species Action Plan.

- (a) The ISCC shall develop and maintain a list of invasive species that have a reasonable likelihood of entering or have entered California for which an exclusion, detection, eradication, control or management action by the state might be appropriate.
- (b) The ISCC shall prepare, maintain, and issue an Invasive Species Action Plan, including an Early Detection and Rapid Response Plan, which shall detail and recommend performance-oriented goals and objectives and specific measures of success for state agencies' or departments' efforts concerning invasive species. The Invasive Species Action Plan shall recommend specific objectives and measures for carrying out each of the state agency or department duties pursuant to Article 2 (a) of these by-laws and shall set forth steps to be taken by the ISCC to carry out the duties assigned pursuant to Article 4 of these by-laws. The Invasive Species Action Plan shall be developed through a public process and in consultation with state agencies and stakeholders.
- (c) The Invasive Species Action Plan shall include a review of existing and prospective approaches and authorities for preventing the introduction and spread of invasive species, including those for identifying pathways by which invasive species are introduced and for minimizing the risk of introductions via those pathways, and shall identify research needs and recommend measures to minimize the risk that introductions will occur. Such recommended measures shall provide for a science- based process to evaluate risks associated with the introduction and spread of invasive species and a coordinated and systematic risk-based process to identify, monitor and interdict pathways that may be involved in the introduction of invasive species. If recommended measures are not authorized by current law, the ISCC shall develop and recommend to the Governor through its Chair legislative proposals for necessary changes in authority.
- (d) The ISCC shall update the Invasive Species Action Plan every three years and shall concurrently evaluate and report on its success in achieving the goals and objectives set forth in the Invasive Species Action Plan. The Invasive Species Action Plan shall identify the personnel, other resources and additional levels of coordination needed to achieve the Invasive Species Action Plan's identified goals and objectives.

**California Invasive Species Advisory
Committee CHARTER
Approved April 8, 2009
Amended August 2, 2011**

I. Official Designation

California Invasive Species Advisory Committee

II. Scope and Objectives

The purpose of the California Invasive Species Advisory Committee (CISAC) is to advise the Invasive Species Council of California (ISCC) on a broad array of issues related to preventing the introduction of invasive species and providing for their control and/or eradication, as well as minimizing the economic, ecological and human health impacts that invasive species cause. The CISAC will maintain an intensive and regular dialogue with other stakeholders to explore these issues and develop recommendations.

III. Description of Duties

Provide advice and recommendations to the ISCC relating to the ISCC's role in:

- A. Coordinating state agency activities concerning invasive species;
- B. Making recommendations for funding as available;
- C. Developing and maintaining a list of invasive species that have a reasonable likelihood of entering or have entered California for which an exclusion, detection, eradication, control or management action by the State might be taken;
- D. Encouraging planning and action at local, tribal, state, regional and ecosystem-based levels to harmonize activities concerning invasive species;
- E. Developing recommendations for inter-state cooperation in addressing invasive species;
- F. Developing recommendations to prevent invasive species from entering the State through our points of entry;
- G. Developing guidance to state agencies pursuant to the California Environmental Quality Act (CEQA) on invasive species matters;
- H. Facilitating development of a coordinated network to document, evaluate and monitor impacts from invasive species;
- I. Facilitating establishment and enhancement of a coordinated, information-sharing system on invasive species that utilizes the latest technologies;
- J. Developing a system for reporting sightings of invasive species and referring those reports to the appropriate agency;
- K. Facilitating educational and outreach activities to increase awareness of invasive species issues;
- L. Anticipating effects of climate change on the introduction, establishment, and spread of new and existing invasive species; and
- M. Developing an Invasive Species Action Plan, a statewide plan for dealing with invasive species including an Early Detection and Rapid Response Plan.

The CISAC will provide its advice based upon input from and cooperation with other stakeholders and existing organizations addressing invasive species issues.

IV. Duration

The CISAC has no sunset provisions and is expected to operate indefinitely. However, the CISAC's continuance is subject to review and renewal of this charter every two (2) years on the biennial anniversary of the adoption of this charter.

V. Agency Official to Whom the Committee Reports

The CISAC reports through the ISCC's Executive Director.

VI. Agency Responsible for Providing Necessary Support

All staff and support functions required for operation of the CISAC will be supplied by the Department of Food and Agriculture and/or the Natural Resources Agency as determined by the Secretaries of those agencies.

VII. Estimated Annual Operating Costs

Support for the operation of the CISAC will rely on existing staff and resources, until such time as the State may allocate funds necessary for the operation of CISAC.

VIII. Allowances for Committee Members

Members of the CISAC and its subcommittees will serve without pay. However, while away from their homes or regular places of business in the performance of services of the CISAC, members, to the extent funding is available, may be allowed travel expenses, including per diem in lieu of subsistence.

IX. Committee Membership

CISAC will consist of no more than 19 voting members, made up as follows:

- Four members appointed by the Secretary of the Department of Food and Agriculture;
- Four members appointed by the Secretary of the Natural Resources Agency;
- One member appointed by the Secretary of the Environmental Protection Agency;
- One member appointed by the Secretary of the State Transportation Agency;
- One member appointed by the Secretary of the Health and Human Services Agency;
- One member appointed by the Director of the Office of Emergency Services;
- One member appointed by the California Agricultural Commissioners and Sealers Association;
- Six members appointed by the co-chairs of the Invasive Species Council of California to create a diverse make up.

Members of the CISAC will be knowledgeable in and represent one or more among, but not limited to, the following groups and organizations:

- | | |
|--------------|-------------------------------------|
| - Biologists | - Industry Representatives |
| - Ranchers | - Educators |
| - Foresters | - Tribal Government Representatives |
| - Farmers | - Information / Database Managers |

- Academics / Researchers
- Public Health Specialists
- Government Representatives
- County Agricultural Commissioners Representatives
- Invasive Species Management Specialists
- Persons involved with Global Commerce
- Non-Governmental Environmental Representatives
- Expertise in climate change and ecosystems
- Public Relations Specialists
- Lawyers specializing in Invasive Species Policy
- Public Member
- Economists
- Risk Assessment Analysts

Members will serve a maximum of two (2) three (3)-year terms, but may be reappointed in special circumstances by the ISCC.

The ISCC co-chairs reserve the right to request the appointing/designating ISCC Member(s) replace CISAC members who are unable to fully participate in the CISAC, or who miss three (3) consecutive, regularly scheduled meetings of the CISAC.

The Secretary and Vice Chairperson of the CISAC will be chosen by a majority vote of the advisory committee members, with the authorization from the co-chairs of the ISCC or designee. One year following the vote, the Vice Chairperson of the CISAC automatically becomes Chairperson. Following one year as Chairperson, the Chair automatically becomes the Past Chairperson of the CISAC. The Executive Committee of the CISAC is made up of the Secretary, Vice Chair, Chair and Past Chair.

X. Estimated Number and Frequency of Meetings

The CISAC will meet at the call of the CISAC Chairperson with the approval of the ISCC's Executive Director, approximately four times per year. Meetings may be held less frequently or more frequently determined by the workload of the CISAC, but in no case less than once per year.

XI. Ethical Responsibilities of Members

No committee or subcommittee member shall participate in any specific matter including a lease, license, permit, contract, claim, agreement or related litigation with the department or agency in which the member has a direct financial interest.

XII. Subgroups

As deemed necessary, the Committee Chairperson, in consultation with the Executive Director of the Invasive Species Council of California, may convene working groups or subgroups to support ISCC functions. Such groups will report directly to the CISAC.