



ASPCRO Communications Committee Report
August 22, 2015

Committee Co-Chairs, Derrick Lastinger (Georgia), Vince Craig (Arizona)
Committee members: Grant Bishop (West Virginia), Jay Kelley (Indiana), John Scott (CO), Doug Edwards (ASPCRO) and Linda Johns (MT)

The ASPCRO communications committee submits the following report for the 2015 annual board meeting.

In November 2014 Derrick Lastinger and Doug Edwards met with Vicki Cassens and her team and transitioned the website and listservers to ASPCRO management. As part of the meeting, there was hands-on training for content management of the website. During the training, the website content was updated including the membership directory, meeting minutes, upcoming meeting information and board information.

At the November meeting, a plan was developed to create an ASPCRO library of archived documents. The library webpage and content has been published. ASPCRO historian, Bonnie Rabe, provided scanned copies of the historic records which were also published. The archived records cover year 1962-present.

The website has two back-up copies. Doug Edwards and Derrick Lastinger currently maintain the back-ups. The website is hosted through Network Solutions and Derrick Lastinger is listed as the current administrator and Doug Edwards is listed as the technical contact.

The listservers hosted by Purdue University were downloaded and a current copy is being maintained by Doug Edwards. ASPCRO maintains the following listservers:

1. Dues List: Main contact: membership dues contact list [57]
2. Membership: SLA/University/EPA contacts: (everyone in directory & conference attendees) [266]
3. Industry List: Regulated community and ASPCRO Partners (PMPs, Registrants, NPMA, etc.) [185]

Note about the email lists – When received from Purdue there were a number of bad addresses in the lists. The numbers in brackets above indicate the current number of items in the lists after bad addresses were removed.

ASPCRO does not have listserv software. These lists are being maintained as contact lists (distribution lists) in Outlook. A copy of these lists are kept as a csv export file. Outlook limits 100 emails per list. The chair maintains a copy of the file.

A new feature of the website is the addition of an 'Announcements' section of the main page. In this area we will be listing newly added items to the website such as the State & University Training Centers.

The Adobe Connect License was renewed for a period of 1 year. The renewal fee for the license was \$850.00. It will expire April 30, 2016. All of the recorded sessions from the 2014 August Conference were post under the meeting documents. Links to the live webinars for the 2015 conference will be sent out daily to conference registrants.

Conference registration tool was researched for the best option. The conference registration site 'rsvpbook.com' was selected and has been used this year for annual conference registrations. Cost to ASPCRO is 1.99 per registrant. So far the site has worked very well handling conference and session registration, email notifications to attendees and credit card payment of fees. **The committee recommends using this tool again for the 2016 mid-year and annual meetings.**

Committee chairs were asked to look at their committee page and provide updates previously. Committee chairs are requested to review their webpage content and send updates to Doug Edwards.

At the ASPCRO board of directors meeting in August 2014, there was a discussion regarding the need for structural/urban pest management training for pesticide inspectors and specialists. Inspectors and specialist often attend these programs in-state and out of state for focused training. A complete list of structural and urban pest management training centers that allow state regulatory inspector participation would be a resource for SLAs. In October 2014 a survey was sent to the states requesting general information regarding state and university training centers. Eleven responses were received and a document/webpage was developed to maintain this information. The webpage was published in April and a notification was sent out on the listserver announcing the results of the survey and new resource.

In June 2014, the web address www.aspcro.org was renewed for 5 years (2019) through Network Solutions for a \$184.95 fee.

The committee met on April 19, 2015 in Detroit in conjunction with the mid-year board meeting and on August 22 at the annual conference. The committee discussed the future of the committee including purpose and how to best communication with members and associates using social media. **The committee recommends that the board consider creating a Facebook page to post meeting announcements and information.**

Future activities:

- The committee would like to develop content for a membership webpage that will include information regarding how to become a member, who can be a member and membership benefits including how to join a listserver. A volunteer is needed to draft content.
- Add a google search function to the library/archives.

Respectfully submitted,

A handwritten signature in black ink that reads "Derrick Lastinger". The script is cursive and fluid.

Derrick Lastinger, co-chair & ASPCRO Past President

A handwritten signature in black ink that reads "Vince Craig". The script is cursive and fluid.

Vince Craig, co-chair