

## **Integrated Pest Management Plan**

### **INTRODUCTION**

Pests are populations of living organisms (animals, plants, microorganisms) that can interfere with the day-to-day operations of Southern Oregon Education Service District, (hereafter known as SOESD) facilities. Strategies for managing pest populations will be influenced by the pest species and whether that species poses a threat to the students, staff, property, and/ or the environment. Pest management plans will be developed for SOESD and will include pest management measures.

Integrated Pest Management (IPM) is a program that establishes a sustainable approach to managing pests by combining biological, cultural, physical and chemical tools in a way that minimizes economic, health and environmental risks.

SOESD has adopted this Integrated Pest Management Plan for the buildings and grounds SOESD manages. The plan outlines procedures to be followed to protect the health and safety of staff, students and visitors from pest and pesticide hazards. The plan is designed to comply with Oregon Senate Bill 637, which has been implemented in ORS 634.700 – 634.750.

Objectives of this IPM plan include:

- Elimination of significant threats caused by pests to the health and safety of students, staff and the public.
- Prevention of loss or damage to structures or property by pests.
- Protection of environmental quality inside and outside buildings.

This IPM plan will be stored in the Medford office location of SOESD. Copies will be provided for all five office locations of SOESD.

### **IPM COORDINATOR**

The Director of Business Services shall be SOESD IPM Administrator and will work directly with the SOESD IPM Coordinators to implement the IPM plan and to coordinate pest management-related communications between the component school districts, SOESD staff and the public.

### **IPM COMMITTEE**

SOESD will maintain a safety committee with responsibility for annual review of the IPM program and for assisting the IPM Coordinators in resolving pest-related issues. The committee will address IPM issues as needed and at least annually. Minutes will be taken of committee meetings and kept on file by the SOESD Safety Officer. Membership will include an IPM Coordinator and Safety Committee members.

### **POSTING AND NOTIFICATION OF PESTICIDE APPLICATIONS**

The IPM Coordinator shall be responsible to annually notify parents and guardians of the procedures for requesting notification of planned and emergency applications of pesticides in facility buildings and on facility grounds.

When pesticide applications are scheduled in SOESD buildings or grounds, SOESD Service Providers and staff shall provide notification in accordance with law, including:

1. Posting a pest control information sign with the date, time and location of the application and the product applied in an appropriate area and including contact information for additional details.
2. Providing this information to all staff working in the building.
3. Providing this information to all parents and guardians who have requested notification of individual applications of pesticides.

Where pests pose an immediate threat to the health and safety of student or employees, SOESD may authorize an emergency pesticide application and shall notify within 24 hours parents who have requested such notification. Disinfectants, anti-microbials and self-contained or gel-type pesticide baits applied in inaccessible areas are exempt from posting or notification.

#### **RECORD KEEPING & PUBLIC ACCESS TO INFORMATION**

SOESD will maintain records of all Service Provider visits and pest control treatments for at least three (3) years. Information regarding pest management activities will be made available to the public at the Medford office of SOESD. Requests to be notified of pesticide applications may also be made to this office. All parents and guardians will be informed of their option to receive notification of all pesticide applications at enrollment and once annually.

#### **TRAINING**

All SOESD staff will be provided with training on SOESD's IPM policy at hire and during annual update training. Training will include the rationale for the IPM policy and program and specific elements including use of the pest-sighting log and prohibition of pesticide applications by non-licensed individuals.

Additionally, designated staff including the IPM Coordinator, custodians and those who conduct regular inspections of SOESD facilities will receive advanced training on identifying pest infestations and pest-conducive conditions. This training will improve the ability of SOESD staff to oversee Service Providers and SOESD staff compliance with SOESD's IPM policy and plan.

#### **GENERAL IPM STRATEGIES**

Pest management strategies may include education, exclusion, sanitation, maintenance, biological and mechanical controls, and pre-approved, site-appropriate pesticides.

An Integrated Pest Management decision at SOESD shall consist of the following steps:

1. Monitoring with sticky traps to Identify pest species.

2. Estimate pest populations and compare to established action thresholds.
3. Select the appropriate management tactics based on current on-site information.
4. Assess effectiveness of pest management.
5. Keep appropriate records.

Decisions concerning whether or not pesticides should be applied in a given situation will be based on a review of all available options. Efforts will be made to avoid the use of pesticides by adequate pest proofing of facilities, good sanitation practices, selection of pest-resistant plant materials, and appropriate horticultural practices.

When it is determined that a pesticide must be used in order to meet pest management objectives, the least-hazardous material, adequate for the job, will be chosen.

All pesticide storage, transportation, and application will be conducted in accordance with the requirement of the Federal Insecticide, Fungicide, and Rodenticide Act 7(United States Code136 et seq.), Environmental Protection Agency regulations in 40 CFR, Oregon Occupational Safety and Health Administration regulations, SOESD policies and procedures, and local ordinances.

No person shall apply, store, or dispose of any pesticide on SOESD properties without an appropriate pesticide applicator license. All pesticide applicators will be trained in the principles and practices of IPM and the use of pesticides approved for use by SOESD. All applicators must comply with the IPM policy and follow appropriate regulations and label precautions when using pesticides in or around SOESD facilities.

### **Indoor IPM Strategies**

Typical Pests: Mice, Rats, Cockroaches, Ants, Flies, Spiders, Termites, and Microorganisms

Entryways: Doorways, Overhead doors, Windows, and Openings around pipes, Electrical fixtures, and Duct (s).

- Keep exterior doors shut when not in use
- Place weather stripping around doors
- Caulk and seal openings in walls
- Keep vegetation at least one foot from the structure

Classrooms/Offices: Including Hallways, Offices and Classrooms

- Allow food and Beverages only in designated areas

- Corrugated cardboard cannot be stored in excess.
- Keep indoor plants healthy
- Keep areas dry as possible by removing standing water and water damaged and wet materials
- In all class rooms store animal foods in sealed containers and regularly clean cages
- In all areas remove dust and debris
- Routinely clean lockers and desks
- Frequently vacuum carpeted areas.

Food Preparation and Serving Areas: Cafeteria, Kitchen, Teacher's Lounge, Vending Machine areas and Food Storage Rooms

- Store food in containers that are inaccessible to pest
- Store waste in containers that are inaccessible to pests
- Remove all waste at the end of each day
- Place screens on vents, windows and floor drains.
- Corrugated cardboard must be removed immediately.
- Clean floor drains daily.
- Remove all food debris including crumbs
- Fix dripping faucets and other water leaks
- Promptly clean food preparation equipment after use
- Caulk or paint to seal cracks and crevices

Rooms with Extensive Plumbing: Bathrooms, rooms with sink, and Boiler Rooms.

- Promptly repair leaks and correct other plumbing problems
- Routinely clean floor drains, strainers and grates
- Keep areas dry
- Store paper products or cardboard boxes away from moist areas and direct contact with the floors

Maintenance Areas: Mechanical rooms, Janitorial rooms, etc.

- Allow eating only in designated eating rooms
- Clean trash cans regularly
- Use plastic liners in trashcans
- Keep areas clean and dry as possible
- Store paper products or cardboard boxes away from moist areas and direct contact with the floors and walls.

## **Outdoor IPM Strategies**

Typical Pest: Mice and Rats. Turf Pest such as broad-leaf and grassy weeds. Insects such as beetle grubs or sod webworms and turf disease.

Ornamental pest such as plant diseases, insects such as trips, aphids, Japanese beetles and bagworms.

Parking Lots, Loading Docks, Dumpsters

- Regularly clean trash containers and gutters
- Regularly remove all waste and paper debris
- Secure lids on trash containers
- Repair cracks in pavement and sidewalks
- Provide adequate drainage

Turf: Lawns and Playgrounds

- Select turf type's best adapted for the area
- Adjust mowing height to grass type
- Vary mowing patterns to reduce soil compaction
- Do not over or under water turf water in the "A.M."
- Provide good drainage
- Periodically inspect turf for evidence of pest or diseases
- Have soil analyzed to determine fertilizer requirements
- Time fertilizer applications on an appropriate time
- Aerate soil periodically

Ornamental Shrubs and Trees

- Apply fertilizer to annual and perennials during active growing season
- Apply fertilizer to trees and shrubs early in the growth season or during the dormant season
- Prune branches to improve plants and prevent access by pest to structures
- Periodically inspect plants for evidence of pest or disease
- Remove susceptible plants if a plant disease recurs and requires too many resources to keep healthy
- Select replacement plants from among the disease resistant types

Pesticide/Herbicide Applications

The IPM coordinator must approve applications

- An appropriate application uses the least toxic and most effective pesticide or herbicide
- Applications should be applied by licensed applicators

- Applications will be applied when occupant are not expected to be present for at least 12 hours. A sign will be posted 24 hours before the application and remain 72 hours after application.
- Applications will be applied according to label directions
- Proper protective clothing or equipment will be used when applying chemicals.
- Areas will be properly vented after application

#### Storing Pesticides

- Pesticide and herbicides will be stored off site or in buildings that are locked and inaccessible to all undesigned personnel.

The storage area will have adequate ventilation.

- Pesticide and herbicides will be stored in separate locations.
- Storage facilities will be such that the risk of flooding and contaminating the environment will be minimal.
- The storage area will be free of ignition sources
- All pesticide and herbicides will be stored in their original containers with secure lids.
- If pesticide and herbicides are stored in occupied buildings precautions will be taken to ensure that the air in the storage space has no chance of mixing with the air in the central ventilation system. Containers will be inspected routinely for leaks.

#### **SOESD SERVICE PROVIDER ROLES**

SOESD service providers including cleaning, pest control and landscape maintenance will be guided by written and signed contracts including SOESD developed IPM program specifications for structural pest control providers.

Service providers will be directed to provide special attention to pest-vulnerable areas including food storage, preparation and serving areas, washrooms, custodial closets, mechanical rooms and entryways into the building.

Service providers or other IPM experts will be asked to provide input on any SOESD facility renovation or reconstruction projects including reviewing plans for pest-conducive conditions, suggesting pest-proofing measures and inspecting construction where applicable to prevent and avoid pest problems.

#### **SOESD STAFF ROLES**

SOESD administration will provide support to assist the IPM Coordinator in maintaining an IPM program that relies on minimal pesticide use. Such support will include efforts to promptly address any structural, horticultural, or sanitation changes recommended by the coordinator to reduce or prevent pest problems.

Furthermore, SOESD administration will assist the Coordinator in developing and delivering materials and programs for staff, students, and the public to educate them about the importance of good sanitation and pest control.

The facility administrator is responsible for ensuring staff compliance with the IPM policy and plan.

## **THRESHOLDS**

A threshold is the boundary between a tolerable and an intolerable level of a pest. The higher the threshold, the more pests can be tolerated. Some level of pest presence, except in the cases of a few serious health or quarantined pests, can usually be tolerated.

### **Action Thresholds for SOESD Facilities**

#### **Ants (Carpenter)**

Classrooms and other public areas:	3 ants per room
Kitchen:	5 ants per room

Immediate action if ant colony inside or within 25 feet of any building

#### **Bees (Honey)**

Classrooms, Kitchen and Public Areas:	3 bees
Maintenance areas:	10 bees

Outdoors: No Action unless children are threatened and to be relocated by qualified beekeepers whenever possible. Handled by a Qualified beekeeper whenever possible.

#### **Cockroaches (German)**

Classrooms and other public areas:	1 per room
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1+ cockroaches track down infestations, review sanitation, trash handling, clutter, open equipment, check accessible areas; vacuum and otherwise clean room and apply containerized baits or baits/gels for crack and crevice treatment

Kitchen:	1+ cockroaches per room
Maintenance areas:	1+ cockroaches per room

#### **Grain and Flour pests**

Found in food for human consumption:	1 per package or container
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Pet food: 1 if escaping from packaging

### **House Flies**

Classrooms and other public areas: 5 flies per room

Kitchen: 2 flies per room

Maintenance areas: 8 flies per room

Outside grounds: 10 flies around  
any one trashcan or 20 flies around  
a dumpster.

### **Mice:**

Indoors: Any mouse sightings or  
evidence of mice (droppings, tracks, etc)  
triggers pest management action.

Outdoors: Any noticeable burrows or  
activity in student areas

### **Rats**

Indoors: Any rat sighting or evidence of rats (such as droppings, tracks) triggers  
pest management action

Outdoors: Any active burrows or activity

### **Yellow-jackets/Hornets**

Classrooms and public areas: 1 yellow jacket or hornet and any area if children are  
threatened.

Outdoors: Action necessary if nests are present in or near student activity  
area.

Trash can or dumpster: 10 in 10 minutes at trash can or dumpster