



National CAPS Committee (NCC) Conference Call

April 7, 2011

Minutes

Participants

John Bowers	Clair Allen	Lisa Jackson
Matt Royer	Avi Eitam	Talitha Molet
Brian Kopper	Nancy Richwine	John Crowe
Kristian Rondeau	Beth Long	Susan Schechter
Rick Zink	Laurinda Ramonda	Marty Draper
Joel Bard	Helmuth Rogg	Charles Pierre
Joe Collins	Kathy Handy	Dave Prokrym

2012 Guidelines

Due to extenuating circumstances, the 2012 Survey Guidelines have not been finalized as of the date of this conference call. As portions/appendices of the Guidelines are prepared, they will be posted on the CAPS R&C site. Initially, only the NCC will have access to the 2012 Guidelines page for review (log in, click on Guidelines in the left ribbon, click on *2012 Guidelines). The NCC should send any comments/suggestions/edits/etc. to John, Brian, and Kristian. After the review is completed, all documents will be finalized and the page will be opened to the CAPS community. The Guidelines will be considered 'published' at that time. All NCC members should keep an eye on the CAPS website and review the various documents to make sure that they include all of the relevant information discussed at the CAPS Conference and NCC meeting. Reviews should be completed as soon as possible so the final Guidelines can be published.

CPHST Support for CAPS

John and Rick recently discussed the relationship between CAPS and CPHST, how CAPS does business with CPHST, how CPHST can provide support for CAPS, and how communication between CAPS and CPHST will occur. This is in response to restructuring occurring within CPHST. A more formal chain of command for communication will be put in place. Rick will be the primary contact for John, and vice versa. When CPHST completes a deliverable, it will be sent to John first and then John will send the product on to the NCC. John will filter comments, suggestions, project ideas, etc. from the NCC and field back to CPHST through Rick as appropriate. A document will be prepared for the NCC for guidance. The main purpose of this communication plan is to provide an orderly discussion and be able to capture and prioritize possible projects that CPHST will consider to undertake in support of CAPS.

There will be leeway for those in the states to contact CPHST directly in certain situations. For example, Lisa and Melinda have indicated that they are willing to provide clarification to the CAPS community regarding traps, lures, and other survey methodology. They also are willing to

Note: A reminder to the NCC, please distribute CAPS updates, conference-call minutes, and other CAPS-related information to the constituency that you represent in a timely manner. Also, please bring their items, issues, concerns, and opinions back to the NCC for discussion. It is our responsibility that everyone is kept engaged in the CAPS program.



be a filter for possible project requests involving new traps, lures, and survey methodology. Their contact information is located in Appendix M-1 and on the CAPS-Approved Methods web site. Any other type of request involving extended or extensive work will need to come through channels and be prioritized.

CPHST Survey

Rick will be overseeing the development of a survey about NAPPFAST. The objective is to develop a business analysis of NAPPFAST, and determine how it is being used, who is using it, what is useful, and what is needed so they can prioritize and further develop NAPPFAST to meet the needs of the CAPS Program and community. Currently, an external review is underway. The CAPS community will be asked for input in the near future.

Survey Supplies

The lure for the oak ambrosia beetle (*Platypus quercivorus*) will not be available for the upcoming survey season. John C. will contact states that ordered the lure and let them know that they will need to modify their work plan to reflect the change. Lisa will add visual to the approved method for 2011.

Red palm weevil lures are shipping out and should be arriving soon. Lures from Otis are continuing to ship out. If your state is missing anything you need now, let John C. known and he will work with Otis to get your material.

John C. is currently working on streamlining the trap/lure supply process. In the next few weeks, he will be sending out a survey with approximately 35 products that may be removed from the process. These products may be available locally for a cheaper amount or may not be requested or used often, etc. The purpose of the survey is to ensure that John C. is not overlooking any of the uses a certain product may have. This is also an opportunity to submit comments for items that are not offered that you think should be.

Eventually, supply orders will be moved into a special survey supply order module in IPHIS. There should be something in place around October. Training will be scheduled around the time that the product is available.

2012 Guidelines and IPHIS

In the 2011 Guidelines, there is a Data Management section with data entry guidance for NAPIS. For 2012, we will need to re-write this section for IPHIS. However, we are having some trouble coming up with the appropriate guidance. This is mainly due to our incomplete knowledge of the system and how we want it to work for CAPS. When the Guidelines are published, this section likely will be incomplete, and will be updated with the appropriate language when we have a better grasp of what can be expected in 2012. Also, Appendix L has contained the general detection form for NAPIS data entry. For 2012, this appendix will be used for IPHIS guidance. It is unclear when this will be ready or what the appendix will contain. Likely,



Appendix L will contain more specific guidance on how to use IPHIS for the CAPS Program. John, Brian, Kristian, Chris, Kathy, and Matt will meet the week of April 18 to go over various aspect and issues concerning IPHIS. This will include a meeting with the contractors working on IPHIS. After this meeting, it should be more clear as t what guidance should be included in the Guidelines.

CAPS 101

People interested in participating in the CAPS 101 working group have been identified. Currently, the goal is to identify all the content and resources that need to be included in the CAPS 101 toolbox. Material from several sources has been collected; including some previously developed training material that is included as part of the Pest Survey Specialist curriculum developed at PDC. After brainstorming is complete, the next step will be to organize the information and determine how to present the information successfully. Another call will be scheduled soon. There should be some recommendation on how to proceed by the time of the next NCC meeting in January 2012. Kristian will act as point of contact from the CAPS Program.

Infrastructure

Because of the uncertainty and potential reductions in the appropriated budget, the Program needs to take a hard look at where and how the cooperative agreement money is used. Questions are being raised by management about CAPS funding, especially infrastructure. Over the last several years, there has been a shift in the infrastructure:survey ratio. In the past, the split was close to 50:50; now it is close to 70:30. The majority of states now have an infrastructure that falls between 55-90% of their total budget! It appears that APHIS is funding state infrastructure more so than actual survey. This raises a red flag with management, and an abundance of very hard questions may follow. It is not hard to imagine that a day will come when the states are audited for how they use their CAPS funding. States may be able to help with this perception by looking at how their budget is presented. Some items may be listed under infrastructure that may really belong to survey. The present guidance is to itemize the budget to put money where it is being used, and then to account for it. It is relevant to review the CAPS definition of infrastructure and survey funding, and what guidance can be given. This is a conversation that we need to have this year before the NCC meeting in January 2012 and the preparation of the 2013 Guidelines. Note: Because of potential budget reductions in FY12, some modified guidance for what will be, and what will not be, covered in Infrastructure may appear in the 2012 Guidelines.

Outreach (from Joel Bard)

During the last Western Region Public Outreach Working Group conference call, Paula Henstridge informed the group of the PPQ Leadership Team's decision to create a national Strategic Outreach Coordination Group. Over the next year or so, it will develop a comprehensive PPQ strategy to address outreach. Goals will be to define outreach and its various purposes. One purpose will be to encourage public and stakeholder participation in pest



surveillance and detection activities as the NCC has recently discussed. Once available, this outreach strategy should provide the framework needed to significantly improve CAPS outreach efforts.

Other

Claire Allen will be retiring on June 15th. A replacement for his spot on the National CAPS Committee will be named by the Western Plant Board.