



## National CAPS Committee (NCC) Conference Call

March 1, 2012

### Minutes

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#### Participants

John Bowers	Joe Collins	Kathy Handy	Susan Schechter
Matt Royer	Avi Eitam	Lisa Jackson	Charles Pierre
Rick Zink	Chris Pierce	Melinda Sullivan	
Terry Bourgoin	Nancy Richwine	John Crowe	
Piera Siegert	Helmuth Rogg	Eileen Luke	

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#### Annual NCC Meeting at Miami PIS

The annual meeting went well, and there was a lot of productive discussion. There were not a lot of action items coming out of this meeting compared to last year's meeting, but that was not the intent going in. The intent was to start discussing some difficult topics and addressing some difficult issues. This we have done and the conversations will continue throughout the year.

When relaying information about discussions that occur during NCC meetings and conference calls, be aware that you do not present information out of context. Some information that was presented at the NCC meeting was meant to inform our discussion, and was (still is) not suitable for general distribution as fact or policy. Everyone should examine their messages to their constituency to make sure that you are relaying accurate information within the context of which it was presented. This may involve some political savvy and situational awareness, but these are good competencies to develop as leaders in the CAPS community.

#### 2013 Guidelines

The tentative publication date for the 2013 Survey Guidelines has been pushed back to May 1. We hope that this does not cause any inconvenience, but is unavoidable at this time. As discussed at the NCC meeting, we need to get a better grasp on funding in order to give good guidance for planning purposes.

#### Appendix J-3

As mentioned at the NCC meeting, the submissions of the 2012 J-3 appendix were not up to par. Many were just copied from previous years with the same mistakes, and updates to the approved methods were not reflected in the spreadsheets. As a result, the CAPS program will move to an online interface for filling out the J-3 appendix where spellings and approved methods are tightly controlled. As a benefit, this also should help states with ordering survey supplies. The final product for the states will be a downloadable J-3 complete with the correct spellings of all their survey targets along with the approved survey methodology for each pest. This will save the

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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.



program many hours spent correcting and compiling the J-3s. The online interface for the J-3 appendix will be in the CAPS R&C site. More information to come as development proceeds.

### **CAPS Recognition**

At the NCC meeting it was decided to continue the CAPS Recognition program. Since the time between CAPS Conferences could span 3 or more years, an interim recognition was decided to be the best course to keep the program alive and going. Chris Pierce will lead a committee that will develop a formal structure and criteria for the awards in an attempt to improve on the process started at the 2010 CAPS Conference in Kansas City. Volunteers are needed to participate. If interested, contact Chris.

### **CAPS'opedia**

The CAPS'opedia Working Group has accomplished their initial task of defining what CAPS'opedia is, a structure, and initial content. CAPS'opedia is an alternative way of finding information on the CAPS program, and will be housed within the CAPS R&C site. Links to information will be periodically updated and improved. The working Group will meet twice yearly to review CAPS'opedia as it will be continually evolving. Contact Kay Kromm if you find a need for any information that may be missing on the CAPS R&C site that would be good to include in the CAPS'opedia links. CAPS'opedia is not yet in full production mode, so look for an announcement on its launch coming soon.

### **Lucid Keys and Tools**

We have a request from CPHST to identify potential pests that the program would find useful for the development of Lucid keys and/or other identification tools. If such a tool would benefit your work, please send that information to your NCC representative so that we can compile the requests. Initially, keys for buprestid and stone fruit moth identification have been suggested. Any others?

### **IPHIS**

Currently, the IPHIS management team is evaluating proposals to identify the next contractor for the IPHIS system. The target date for awarding the contract will be towards the end of April. Until then, little or no further development in IPHIS will take place. Also, the IPHIS help desk is in the midst of transferring responsibilities from the current contractor to APHIS' ATAC. This will result in significant cost savings while maintaining service to the field. More information will be coming soon.

The CAPS program will begin to pilot IPHIS in a couple of states this year. The purpose will be to test some functionality and to get feedback in areas that need improvement and/or guidance. The CAPS program still maintains that there are issues in need of addressing in IPHIS before the CAPS program can totally transition to IPHIS. The pilot will help identify and clarify these issues so that they can be clearly communicated to the IPHIS team and new contractors.



### **New Open Group on CAPS R&C - Reporting**

A new open group has been initiated on the CAPS R&C site regarding reports needed from a survey database, be that NAPIS or IPHIS. This group, called 'Information Needed for a Database Report,' will capture questions that you may ask of a database in order to fulfill a reporting need. If we know what type of information that you need out of a database, we can ensure that a report is available for you to run to get that information. This also will help ensure that the correct data is being collected. This is an open group available for all those who have log in privileges. Please participate and helps us define what reporting capabilities are needed.

### **Survey Supplies**

All appears to be going well with states getting what they ordered. Any questions should be directed to your PPQ regional contact or John Crowe. Just a note: You are responsible for what you ordered. The trap and lure should be appropriate for the target pest according to the Approved Methods. Survey methodology not corresponding to the Approved Methods will not be allowed for data entry into NAPIS.

### **Farm Bill**

The Farm Bill review teams are evaluating over 500 suggestions submitted in Metastorm, and will be using Decision Lens to rate suggestions according to predefined criteria. A spending plan should be available in April.

### **Other Topics**

An LBAM harmonization plan is being developed. Details to be available soon.

The Eastern Plant Board will hold its annual CAPS session, and the appropriate PSSs will attend. Please keep the CAPS team apprised of plans for CAPS sessions at the other regional Plant Board meetings.

**Next NCC call will be on Thursday, April 12, 2012, at 11:00 am eastern time.**