



National CAPS Committee (NCC) Conference Call

January 3, 2013

Minutes

Participants

John Bowers	Piera Siergert	Saul Vaiciunas	Talitha Molet
Brian Kopper	Joe Collins	Sherry Aultman	John Crowe
Kristian Rondeau	Julie Van Meter	Laurinda Ramonda	Marty Draper
Rick Zink	Brad Lewis	Helmuth Rogg	
Terry Bourgoin	Avi Eitam	Melinda Sullivan	
Joel Bard	Carol Motloch	Susan Schechter	

NCC Annual Meeting in Austin, Texas

The NCC meeting has been approved for February 12-13, 2013 in Austin Texas. The NCC meeting will include only the NCC proper to save on travel expenses. Others that will participate in the meeting will call in and/or present online webinars.

NCC Meeting Draft Agenda

John recently sent out the draft agenda for the NCC meeting. The group probably will not get through everything, but some of the material can be completed either before or after the meeting if needed.

John will go over the **PPQ Reorganization** and how it may or may not affect the Program. He will give a high level overview of what PPQ now looks like organization-wise, and how it may affect the **NCC bylaws**, specifically who will be on the NCC in the future. Right now the NCC has SPHDs and PSSs for both the Eastern and Western regions. The regions no longer exist due to the reorganization.

The NCC will **review the 2012 NCC meeting** action items, the **2012 CAPS accomplishments**, and then discuss what the CAPS program should accomplish in the next 5 years. The NCC should consider what they would like the program to address and what the accomplishments of the program will look like in the future.

Brian will discuss his recent trip to Korea for the **ISPM 6 Standards Meeting**. Some of this information may be relevant to the CAPS program.

The NCC will also go over the **Pest Detection Line Item for FY13**. The group probably will not know anything new by the time of the meeting. As of right now, essentially nothing has changed as far as the budget. However, it will come to a head again in two months (March). It is unclear if this will affect the 2013 season. It all depends on what is decided after March. The 10201 of the Farm Bill was not affected.

At this point, the NCC can also **discuss how states will be reporting their data**. The NCC should discuss how to capture this data better. For FY2012 there is a standard template for the

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.



reporting form which should be used for FY2012 agreements. Hopefully everyone will use this so the Program will be able to extract information for justification purposes.

The Guidelines are fairly stable at this point. If there is something in there now that needs to be changed/edited, please let the group know at the meeting. After the meeting, John and co. will put together the **2014 Survey Guidelines** which will be based on input from the meeting.

The NCC will also have to discuss how the Program is **funding infrastructure and survey**. The group should determine if the funding formula should be changed if funding cuts occur. John will be in Raleigh next week with Brian to discuss this in more detail. By the time of the meeting, John and Brian should have some options to consider if funding cuts occur in the future. The CAPS program will be better prepared later if the group considers the options now.

Kristian will go over **Farm Bill** with the group. By this time, the Farm Bill group will be close to choosing the agreements and will be able to give more advice on how to handle agreements.

CPHST will participate through webinar/conference call to discuss the **AHP Prioritized Pest List Review** and the **Commodity Surveys**. They will talk with the NCC about where they stand with the AHP model revision and coming changes to the commodity surveys. This will be a good chance for the NCC to catch up on what CPHST has been working on for the CAPS program.

Survey supplies will not be discussed as John Crowe will be in India during the NCC meeting. He will be representing the CAPS and Pest Detection program and will provide training based on ISPM 6 Guidelines. The training is a formal course between International Services and PPQ's comparable group in India. They are using CAPS as the model for U.S. pest detection.

It is not currently clear what is going on with **IPHIS**. Nancy Leathers may be able to call in to give the NCC an update on the system. If this can be arranged, the NCC will be able to find out where IPHIS currently is and what their timeline is. The states involved in the pilots are not going to be asked to call in. This will be looked at further by John and co. as time permits. For 2013, the CAPS program is still using **NAPIS**.

The other items on the agenda will be addressed as long as time permits.

Helmuth will present **an iPhone-based data entry system for surveys**. Helmuth hosted a webinar for the Western region SSCs in December. He will redo this webinar and post it to the CAPS website so individuals can look at the material at their leisure.

Avi will report out on the **Volunteer Working Group**.

Chris Pierce will call in about **CAPS Recognition** and how the group will formalize this on a schedule.

Terrence Walters will call in about the **Identification Technology Program** and discuss the changes being made with pest datasheets and commodity documents.

If anything else needs to be added to the agenda, let John know as soon as possible.



Other Potential Issues for the NCC Meeting

Does CAPS recommend any specific electronic device for data collection?

No. As long as data can be electronically uploaded into NAPIS, states are allowed to record data however they want to. CAPS is not recommending any technology over any others as the Program does not have the funding to pay for such recommendations.

Also, PPQ will not develop apps. However, PPQ has agreed to come up with protocols and standards for app development (mostly geared towards IPHIS).

If states would like to directly download their data to the NAPIS site, they may contact Susan Schechter to discuss available options as this is usually not too difficult to set up.

Will the NCC meeting discuss how agreements will change with the PPQ Reorganization?

There seems to be many changes to the documents included with the state cooperative agreements, including additional sheets, addition of inventory sheets, and changes to the agreements themselves. It would be useful for states to be made aware of the specific changes.

Julie will send a list of the changes/additions she has come across with her Pest Detection Agreement to Brian and Kristian who will look them over. Brian and Kristian will discuss at the NCC meeting as needed. If appropriate, something could be put together to send out to the states explaining the changes.

If needed, someone from the agreements staff will be asked to call in during the NCC meeting to clarify the changes to cooperative agreement.

Will there be any spring trainings on cooperative agreements?

This is a possibility. PPQ is planning on offering agreements training to both internal stakeholders and the states at some point. The training will most likely be through webinars due to a lack of funding. John is unsure how quickly this will occur.

Farm Bill

The review teams have finished evaluating and rating all suggestions, and have drafted a spending plan for each particular goal area. The Farm Bill Management team is now ushering the draft spending plan through PPQ internal review before seeking APHIS and USDA approval. A public spending plan should be available the week of February 4, or soon thereafter.

The next NCC call will be on Thursday, February 7, 2013, at 11:00 am eastern time.