



## National CAPS Committee (NCC) Conference Call

July 11, 2013

### Minutes

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#### Participants

John Bowers	Carol Motloch	Kathy Handy
Brian Kopper	Saul Vaiciunas	Susan Schechter
Joel Bard	Sherry Aultman	Eileen Luke
Piera Siergert	Helmuth Rogg	
Julie Van Meter	Talitha Molet	
Brad Lewis	Melinda Sullivan	

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#### Pest Detection/CAPS Management Team Meeting

The Pest Detection/CAPS Management Team (PDMT) (John, Brian, and Rick) met June 11-12, 2013 in Ft. Collins, CO, to discuss the CAPS Program; specifically the status of the current program and what direction the program should move towards in the future. The PDMT decided that a Strategic Plan should be developed for FY15- FY20 to guide the program's continued development, and as a vehicle to facilitate discussion among the CAPS community, Plant Board, and PPQ management on the direction of the program.

The recent sequestration, possible future budget reductions, and general uncertainty surrounding the budget situation may force us to look carefully at the present CAPS business model. This presents a challenge, but also an opportunity for the entire CAPS community to further define the CAPS program and how it operates. One of the main questions, among others, that the program is facing is, "If CAPS has to become leaner due to budget constraints, how do we do that and still accomplish our pest detection mission?" In the present political climate, the budget likely will be the driving factor. The challenge is to face that reality and adapt. This will be an ongoing conversation that is just starting to begin, and everyone is welcome to participate.

In the recent PPQ reorganization, risk and the analysis of risk was a driving factor, and currently is a main component of PPQ's operating principles. The PDMT will follow PPQ's lead and start these discussions with an emphasis on pest risk and our national core priorities, knowing full well that other factors also will come into play, but the PDMT felt that this was the right place to start the conversation. There are powerful analytical tools in development, planned, and on the horizon, both within PPQ and externally, that will be able to help us understand pest risk, and the uncertainties surrounding risk. The goal would be to incorporate these analyses into pest surveys as part of the CAPS program by 2020. How we get there and what it looks like in the end is all part of the ongoing conversation over the next year.

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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.



One of the first steps the program will take is to conduct a survey gap analysis to discover exactly where we stand at present with regard to covering pest risk in our surveys. Are we conducting surveys for our highest risk pests in areas where risk of introduction and/or establishment are greatest? Are we hitting our ideal mark in the current program? We really cannot say for sure right now, so we need to find out. These results should help us gauge where we stand and where we should go as a program.

As we embark on this journey, the PDMT recognized also that there are certain aspects of the CAPS program that need to be tightened up and made more shipshape in order to create efficiency in program management and accountability. An additional first step will be to begin to move all cooperative agreements onto the same time frame; the calendar year (Jan – Dec). Brian will begin conversations with those states that are currently on a different schedule and work out a plan with the state and agreements staffs on how to readjust the agreement time frame. The PDMT would like to see some movement going into FY15, but realizing that it may take longer for some states because of internal or external factors. This will allow for surveys and data entry in the year for which those surveys were funded, and increase the reliability of the CAPS Accountability Report, and make it easier to manage agreements and compare data. To maintain a tight ship, extensions for CAPS agreements will be scrutinized thoroughly.

CAPS is funded from the Pest Detection line item, which is annual funding with no carry over to the next fiscal year. As such, funds that are deobligated after the fiscal year in which they were awarded are lost to the program. This can become a real problem when agreements start late in the fiscal year. The CAPS community needs to work on eliminating, or at least minimizing, this situation. PPQ management is taking a harder look at deobligations across all programs, and we do not want this situation to come back and bite anyone.

This can be an exciting time for the CAPS program and community if we keep our focus and approach it with an open mind. The NCC will be deeply involved in these discussions, and this topic will be a major focus of the NCC annual meeting in January of 2014 as we start to prepare the 2015 Guidelines. The NCC should keep in close contact with their constituency, and the CAPS community should make sure that their NCC representative is keeping you abreast and involved in the process.

### **Approved Methods – sole ‘official’ source of information**

Recently there have been some questions regarding the CAPS Approved Methods. The NCC should reiterate to their constituencies that the CAPS Approved Methods is the sole, official, and up-to-date source for survey methodology, regardless of what is listed in an older manual. Negative data entry in NAPIS is validated against the Approved Methods, and data not conforming is not able to be entered. The CAM page lists the correct methods for reporting negative data. ([http://caps.ceris.purdue.edu/approved\\_methods](http://caps.ceris.purdue.edu/approved_methods)).



If you or anyone in your constituency would like to use another trap/lure/method for surveying for a specific pest, it has to be pre-approved. It takes time to validate a new method and put it in the system, so please give CPHST notice when requesting a new method. If there is a valid reason for the new method, CPHST will work to update the CAM. This should be done before the survey starts, not when attempting to enter data.

Note: CAPS does not dictate to surveyors how often to service traps (e.g., when to swap out sticky cards in traps). This is a function of the state for managing their survey program. These decisions are based on local conditions (environment, pest pressure, staff resources, identifier preferences, etc.) and not national guidance. Lures, on the other hand, generally have a specified field life and need to be changed according to a regular schedule. This information can be found in the CAPS Approved Methods. If you have questions regarding lures, please contact Lisa Jackson, Talitha Molet, or John Crowe.

### **Accountability Report – missing data 2010 – 2012**

A requirement of the cooperative agreement is to enter survey data into NAPIS, and it is the role of the SSC to ensure that all data for all targeted pests in the agreement are entered. This information is captured for review by the CAPS program and ADODRs by the CAPS Accountability Report. A link to the Report can be found on the CAPS R&C site. There currently is survey data missing from as far back as 2010. The NCC should discuss with their constituency the importance of data entry, and should suggest that states review the Accountability Report to determine what data is missing. States should rectify this as soon as possible. If there is a reason why the data has not been entered, let John and Brian know. Timely data entry with observation dates in the year in which the funding is received is critical to efficient and effective program management; another reason to have everyone on the same agreement schedule.

### **2014 Work Plans**

2014 work plans should be submitted to the Field Operations SharePoint site by COB August 16. The 2014 budget cannot exceed the final 2013 Infrastructure and Total amounts; the same guidance as last year. Money can be shifted from Infrastructure to Survey for costs directly related to the survey, but the pre-determined Infrastructure and the Total amounts cannot be exceeded. At this time the funding allocation that will come from Congress is not known, and basing 2014 planning on the reduced 2013 amounts takes a conservative approach. We will adjust once our funding is known. As before, states should prioritize and plan in case adjustments either up (hopefully) or down (we hope not) occur.

The Survey Summary Form for 2014 is almost complete, and will be available on the CAPS R&C site shortly. The form will be opened up at or before August 1 and will have the budget information pre-loaded as per last year.



## **CAPS Recognition**

The NCC should begin talking with their constituencies about the next CAPS Recognition Award cycle and the new approach and guidance (Appendix Q in the 2014 Survey Guidelines). The award will be given for work completed during 2013. The announcement and call for nominations will go out in January.

## **NAPIS update**

A brief history and overview of changes to the NAPIS database has been posted on the CAPS R&C site. This can be found under the CAPS Program link and at the address below. Everyone is welcome to browse through this document ([http://caps.ceris.purdue.edu/webfm\\_send/2131](http://caps.ceris.purdue.edu/webfm_send/2131)).

## **CAPS R&C site**

A page on the CAPS R&C site for Pest Profiles ([http://caps.ceris.purdue.edu/emerging\\_threats](http://caps.ceris.purdue.edu/emerging_threats)) has been created. These are outreach documents that are used to highlight imminent threats. There are currently two completed, one for tomato leafminer (*Tuta absoluta*) and tomato fruit borer (*Neoleucinodes elegantalis*). A third for cherry blossom moth (*Argyresthia pruniella*) is in development and should be available soon. The CAPS community is invited to use these for outreach purposes.

## **Farm Bill Group**

The Farm Bill Management Team recently had a two day meeting with Goal Team Leads to evaluate the program and plan for 2014. The program is working on revising and updating the Farm Bill guidance document (modeled on the CAPS Survey Guidelines), with plans to publish it in mid-August. The document will provide guidance on what will be acceptable for FY2014. The open period is planned to start on October 1.

## **National Plant Board**

John will be at the next NPB meeting. A room may be reserved for Monday night for anyone interested in discussing CAPS. This will be an informal meeting with no set agenda. There will be an announcement for the meeting earlier that day if everything falls into place.

**The next NCC call will be on Thursday, August 1, 2013, at 11:00 am eastern time.**