



National CAPS Committee (NCC) Conference Call

January 9, 2014

Minutes

Participants

John Bowers	Brad Lewis	John Crowe	Kristian Rondeau
Terry Bourgoin	Carol Motloch	Kathy Handy	Umesh Kodira
Joel Bard	Lisa Ishibashi	Talitha Molet	
Piera Siergert	Saul Vaiciunas	Melinda Sullivan	
Joe Collins	Sherry Aultman	Susan Schechter	
Julie Van Meter	Laurinda Ramonda	Eileen Luke	

Budget

Individual Congressional appropriate committees are currently working on appropriation bills under guidance and framework of the recently signed Bipartisan Budget Act of 2013 that was developed by Congress and signed by the President. Not all committees have finished their work, and Congress may wait until then to roll all into a large omnibus appropriations bill that will implement the budget accord and fund the government for FY14.

The current Continuing Resolution expires January 15. If the omnibus bill is not ready in time, there may be short extension to the Continuing Resolution (CR) that will allow the appropriations committees to finish their work.

The Pest Detection Program does not have any updated budget figures yet. We are in a wait – and-see mode, and likely will not know our final budget for a few weeks. Much will depend on when the omnibus bill is passed in Congress, signed by the President, and filters down from the Department.

Annual NCC Meeting – Gainesville, FL

The Annual NCC Meeting will be held in Gainesville, FL, January 28-29, 2014 at the offices of the Florida Department of Agriculture and Consumer Services, Division of Plant Industry. John has started posting documents regarding the meeting, including the agenda, travel information, and justification. These are posted on the National CAPS Committee page under ‘Meetings’ on the CAPS R&C site. As the meeting gets closer, more information will be added. John will let the NCC know as more items become available.

John is going to work on drafting talking points for some of the agenda items next week. This will allow NCC members to think about these items in more depth before the meeting. Much of the meeting will lay the foundation for the strategic planning process that will occur in 2014. The CAPS Program needs to become a better, smarter program, and we are in need of strategic

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.



direction and a plan to get there. Many ideas will be thrown out for consideration and discussion, but the NCC will not necessarily be obtaining resolutions as the process is just beginning. These discussions may be painful or difficult for some, but the NCC needs to begin discussions on the future direction the CAPS Program.

John previously sent out links to three Doodle polls to help participants plan airport arrivals. If you could, go back in and add a comment listing the time your flight arrives. This will allow for better planning of ride sharing, etc.

The agenda is packed full and the group may not be able to cover all of the topics. However, we want to be able to cover all of the important topics. Please review the agenda and discuss with your constituency the agenda topics. Are we hitting all the important topics and issues? Are we missing something? Be prepared to bring their voice to the meeting.

National CAPS Meeting – Albuquerque, NM

John recently met with PPQ Deputy Administrator Osama El-Lissy to discuss the possibility of holding a National CAPS Meeting in December 2014. The DA supports the group going forward and seeking Departmental approval. However, one condition is that the DA would like to have time set aside for a PPQ-only meeting. John will get more details on topics and how much time is needed. The group will have to determine what the non-PPQ participants will be doing at this time. Now that the meeting is supported by the DA, John will work on getting approval documents submitted to the Departmental by early Spring.

Cost analyses have been completed, and Albuquerque, NM was the most cost effective venue for the meeting. Melonie Torillo will begin looking at specific hotels in the Albuquerque area soon. The dates for the meeting will be December 9-11, 2014. Everyone will travel on Monday the 8th and meet in the same room at the same time on Tuesday morning to start the meeting. Breakout sessions will not occur until later.

CAPS leadership understands that there may be some issues with getting full state participation due to budget cuts. At the minimum, John would like the SPRO and SCC from each state to attend. If this is unlikely, CAPS leadership will have to decide alternatives. Hopefully the group will hear favorable news on the budget.

The CAPS Management Team will be working with Brooke Divver of PDC who will be the lead facilitator for the meeting. They will start working on an agenda in February (a full draft agenda is needed for Departmental approval). The philosophy and structure of the meeting will be that this is a working meeting aimed at obtaining specific and defined Program outcomes. It will focus strongly on the results of our strategic planning and how to implement needed changes in the years to come.



Various peer groups within the CAPS community already have requested a breakout time on their own. However, the condition for breakouts is that they must address program issues. This will not be a training meeting; it is a working meeting meant to discuss program issues and topics, and to obtain specific and defined outcomes for the Program. Likely, the Program will ask a number of questions during the first day of the meeting, and the various breakout sessions will be directed to address these. Certain peer groups also may wish to develop topics for discussion on peer-group-related topics. The DA did say that he may support an extra day for any group that would like to do something else while they are there (e.g., training). Any such requests should be address to John, and he shall try to accommodate these requests within the structure of the meeting and if there is time. Note that all breakout sessions will need to have a defined agenda consistent with the purpose of the meeting in order to gain Departmental approval.

The NCC should begin talking to their constituency about what they would like to get out of the national meeting. This includes peer-group breakout sessions as well. Once we know what everyone wants to take away from the meeting, we can begin planning for that. Constituents should think hard about this. What is important to your program/state? We want to be able to have relevant and important outcomes that are tied to improving and moving the CAPS Program forward. Make sure you keep John, Brian, and Rick in the loop as these discussions occur.

CAPS Recognition

John will work on getting an email out to the CAPS community regarding CAPS Recognition. See Appendix Q of the 2014 Survey Guidelines. The email will include the nomination form. Nominations will be due around mid-March and will be sent to the NCC to be judged and ranked by April 15. After the nominations are tallied, the awards will be announced on May 1.

NAPIS 3.0

Purdue has completed the code for NAPIS 3.0. Susan will give a presentation at the NCC meeting at the end of the month to will go over the new features and data fields that have been developed. In February, Susan will need 6-8 volunteers to help test the system from a real world perspective. SSCs are the primary target audience since it will require data entry. Susan will hold individual online sessions with the volunteers so she can receive immediate feedback. Testing can be done with 2013 data, but 2014 data would be preferable since there are new data fields required for NAPIS 3.0. Susan also would prefer to use real data when testing the system. NCC members should ask their constituency if anyone is interested in helping with the user testing of NAPIS 3.0 in February.

Webinars for NAPIS 3.0, and likely separate webinars for just data entry, will be scheduled for mid-late March to acquaint everyone with the new look and feel of NAPIS, as well as highlighting new development and data entry requirements. It would be in everyone's best interest to attend these webinars to get all your questions answered. Roll out and implementation of NAPIS 3.0 will occur in early April for 2014 data going forward.



Farm Bill update

The open suggestion period closed at midnight January 3, and resulted in a total of 472 suggestions requesting around \$88.5 million. Obviously the budget cannot support this as there is about \$45 million initially available for the program's budget. January 10 is the deadline for the SPHD/SPRO submission reviews. SPHD/SPROs can enter their reviews after this date, but they risk not having them entered by the time the submissions are reviewed by the different goal teams. Review teams will have two weeks to enter comments, rate submissions, and prepare a draft spending plan. The FB Management Team would like to be able to provide a draft spending plan to the DA by January 31st. This should hopefully allow for the releasing of funds by mid-February.

Survey Supply update

The EAB ordering system is open until Friday, January 10, for the EAB states identified by the Program's model. After Friday, it will be open for general distribution, so states that want to do more trapping or states that are not in the model will be able to order the remainder of the available traps.

Ordering for Farm Bill surveys will open up after the spending bill for the Farm Bill is completed. Be on the lookout for communications regarding FB survey supplies after the spending plan is released.

Shipping for the bulk of Pest Detection products began this week, so states should expect delivery of items soon. Make sure that you open up all of your boxes and check that everything is correct. There have been a few issues with some products getting mixed up.

The next NCC call will be on Thursday, February 6, 2014, at 1:00 pm eastern time.