



National CAPS Committee (NCC) Conference Call

April 3, 2014

Minutes

Participants

John Bowers	Carol Motloch	Kathy Handy	Lora Katz
Brian Kopper	Lisa Ishibashi	Lisa Jackson	Kristian Rondeau
Joel Bard	Saul Vaiciunas	Melinda Sullivan	
Piera Siergert	Sherry Aultman	Dan Mackesy	
Joe Collins	Laurinda Ramonda	John Crowe	
Brad Lewis	Helmuth Rogg	Susan Schechter	

2014 Agreements

CAPS funding for the remainder of the year was added to those agreements that began in January. The approval process is underway for the remainder of the agreements, and the notice of awards should be on their way soon. We can only speak for Pest Detection funding, and are not sure where agreements from other line items are in the process. Check with the National Operations Managers (NOMs) in the hub offices as to the status of those agreements.

Farm Bill Update

The 2014 Farm Bill Spending Plan was announced on Thursday, April 3, 2014. The Press Release and Spending Plan are accessible on the [APHIS Farm Bill webpage](#). APHIS will be contacting cooperators very soon to request work and financial plans. Question can be addressed to the Farm Bill Management Team at farmbillsection10007@aphis.usda.gov. (Note: this is a new email address)

2015 Guidelines

All the appendices have been posted on the CAPS R&C site for review by the NCC. Please look these over carefully to make sure everything has been captured correctly. The main guidelines document should be available for review by Friday, April 11. The NCC should do a final review of all the documents during the week of April 14. If there are no major hurdles, the 2015 Guidelines will be published for all during the week of April 21.

Currently, the Guidelines are published in .pdf format and the templates in Word format. The NCC discussed this, and decided that the .pdf format is still the best format option. An all-in-one file also will be available as in previous years. A flipbook version will not be developed.

A discussion was held regarding the need to update all the documents each year. Some content in the main Guidelines document and in some of the appendices does not change every year, except to change the date(s). Perhaps many of these can exist as free standing documents on 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.



CAPS R&C site or incorporated into other documents, and can be updated as necessary. Sections and appendices on roles and responsibilities is one example.

The consensus was that the large annual effort to update everything may not always be necessary. Certain related documents that are updated a needs arises can be stored and linked to from a slimmed-down Guidelines document. The CAPS datasheets prepared by CPHST for association with one or more manuals may be a good model to follow for the Guidelines. The NCC should consider this when reviewing the 2015 Guidelines so that changes can be made next year to the 2016 Guidelines.

As seems to be the norm, the PDMT does not have guidance at this time regarding the budget for preparing 2015 work plans. For now, plan 2015 work based on 2014 budgets. We hope to have better information by June or July.

The due date for work and financial plans is still August 15. The PDMT discussed moving the date back as discussed at the NCC meeting in Gainesville. However, regardless of when we finally get a budget, The PPQ MT requests that we have a budget prepared by October 1. In order for Brian to review the work and financial plans from all 50 states, and the PDMT put together a budget by October 1, the August 15 due date is as far back as we can push it right now.

Strategic Planning Process

John met with Jane Berkow and Christina Lohs before Jane retired, and discussed the strategic planning process for Pest Detection. A process with documented steps will be used, and Christina will lead the process. The first step was to decide on the process, and the second step is to determine a core group to participate in the process. A core group has been identified, and we are waiting on final commitments. A meeting in Riverdale is tentatively planned for the latter half of May for the core group to flesh out a draft. A time goal is to have a draft plan available by the National Plant Board Meeting at the end of July for review, and a revised plan with a 2015 operational plan by the National CAPS Meeting in December. This will be the focus of the National CAPS Meeting. The NCC will be able to review and discuss the draft plan after the meeting in Riverdale with the core group.

National CAPS Meeting

Planning for the meeting is going forward. A full-days agenda is needed for Departmental approval. The PDMT will meet with Brooke Divver, our meeting planner and facilitator from PDC, the week of April 14 to start digging into the details. John has collected everyone's comments and suggestions for topics for the meeting, and we will work to make sure everyone's needs are addressed. Not all suggestions will make the agenda, but there are themes we will work toward. As stated above, the major thrust of the meeting will be the implementation of the 2015-2020 Pest Detection Strategic Plan.



NAPIS 3.0

NAPIS 3.0 was put into production on April 1, 2014. Training webinars have been well attended and data is being entered. All appears to be going well. To log in to NAPIS you now use your log in from the CAPS R&C site. The old NAPIS usernames no longer work. Contact Susan Schechter at Purdue if you have any questions.

With NAPIS 3.0, three new data fields are available: Survey Name (as in the Survey Summary Form), Funding Year, and Funding Source. These new fields are optional for 2014, but strongly encouraged, and required for 2015. Best to start getting used to using them now.

NAPIS General Observation Pest Code 00058 –Lab Confirmed

There has been confusion regarding the use of a diagnostic lab when using the General Pest Observation survey method (00058) and no samples were taken. This code is used for over 80 pests. This (00058) is a survey method, not a confirmation method. Therefore an accompanying lab confirmation record with the appropriate confirmation code is required. For surveys where field identification is performed and no signs or symptoms are observed or samples taken, please record in the Diagnostic Lab field “0111- Field Identification Performed” and appropriate diagnostics in the Confirmation Method field. Please contact Melinda Sullivan or Kathy Handy if you have any questions.

Phytoplasma surveys

Dr. Robert Davis (USDA-ARS phytoplasma expert) has offered to visit some states to help with phytoplasma surveys. Dr. Davis is willing to travel to 2-3 states and teach field surveyors how to look for symptoms of infection by phytoplasmas. Samples analyzed this year have been negative except for 1 or 2 endemic positives, and Dr. Davis wonders if this could be a screening issue. He is willing to work with a few states to better recognize symptoms. This is a great opportunity to work in the field with a world expert. If you are planning to conduct an apple, grape, or stone fruit survey in 2015, and are interested, please contact Melinda Sullivan.

Survey Supplies

Contact John Crowe if there are any issues.

CAPS Recognition

Seven nominations were received. A subgroup of the NCC will evaluate the nominations. The awardee will be announced following the next NCC call on May 1.

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