



National CAPS Committee (NCC) Conference Call

December 4, 2014

Minutes

Participants

John Bowers	Yolisa Ishibashi	Talitha Molet	Jennifer Cook
Brian Kopper	Carol Motloch	Melinda Sullivan	Godshen Pallipparambil
Joel Bard	Saul Vaiciunas	Dan Mackesy	
Piera Siegert	Sherry Aultman	Joel Floyd	
Joe Collins	Dale Anderson	Susan Schechter	
Brad Lewis	Helmuth Rogg	Eileen Luke	

NCC

NCC members serve 3-year terms, with terms staggered so that there is a minimum turnover each year. This preserves the stability of the NCC while opening the possibility for new membership each year. With each ending, there is a new beginning

The PDMT (John, Brian, and Rick), as well as the entire NCC, extend a heart-filled appreciation to Laurinda and Helmuth for their participation and service to the CAPS community. We wish them well in their future endeavors.

At the same time we welcome Dale Anderson (SSC, SD) and Ian Foley (SSC, MT) and look forward to their participation. Piera, Brad, and Terry have been re-nominated by their respective constituencies, and will serve the second (and last) of their 3-year terms.

Jennifer Cook and Godshen Pallipparambil are postdoctoral appointees with the New Pest Response Guidelines Group in Raleigh. New Pest Response Guidelines (NPRG) are developed by PPQ to prepare for the arrival of a new pest into the United States. Jennifer, Godshen, and other members of the group will be attending NCC calls to gain more familiarity with the CAPS program, which will aid in the preparation of the NPRG.

Cooperative Agreements

A message was sent out by the Agreements staff last week to the SPHDs and Operations staff reconfirming the policy for financial reporting. The proper policy and procedure for work and financial plans as written in the Agreements Management Manual is **“When an agreement includes multiple projects covered by multiple Work Plans and Financial Plans, each project must be reported separately.”** What this mean is that a separate SF-425 and accomplishment report for each work plan and financial plan must be submitted. Also, the SF-270 must show separate columns for each work and financial plan payment request.

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.



This is not new policy. The policy has been in place, and if not followed, could result in audit findings. There has been some deviation from this policy in the past due to misinterpretations; this is just to get everybody back on the same page again.

The CAPS community will have to follow this policy for 2015 agreements. The NCC will discuss this topic at the annual meeting in February, and determine if there is a way to change our guidelines for 2016 to alleviate some of this reporting burden.

Annual NCC Meeting

The Annual NCC Meeting in Sacramento, CA, at the CDFA offices on February 3-4, 2015 has been approved. A hotel room block also has been reserved. Travel reservation can now be made. Details were sent to those attending the meeting, as well as a draft agenda.

In preparing the final agenda for this meeting, the NCC needs to know what is important to the CAPS community. What issues and/or topics does the NCC need to talk about to meet the needs of the community? Is there something that the NCC needs to address? Do you have suggestions that will benefit the CAPS program? Please discuss this opportunity among your constituency to get what is on your mind out on the table. Please speak up as everyone has a role and responsibility to improve this Program.

National CAPS Meeting

A National CAPS Meeting once again is on the table, and looking better than previously talked about. The tone of the discussion has been positive, and the PDMT has been encouraged to develop decision documents for approval. As such, planning for a national CAPS community meeting for December 2015, tentatively in Albuquerque, New Mexico, begins now.

To make it worthwhile for those attending the meeting, the NCC should begin talking with their constituency on what they would like to get out of the meeting. What information, training, workshops, etc., will make attending this meeting a positive experience? The PDMT will need to draw up a draft agenda for 2½ - 3 days for the approval documents, so the time is now to get your needs and ideas on the table for consideration. All ideas and suggestions will be considered in the effort to make this gathering an outstanding experience for all.

Trap Servicing Guidance

There have been some questions lately regarding the time interval of when to service a trap (as opposed to the time interval to change a lure). A message on this topic went out last year, but perhaps it is best to repeat it here.

“Lure length of effectiveness does not necessarily equal trap servicing intervals. States need to determine how frequently to service traps based on weather events, climate, and staff resources.



Surveyors should ensure that quality specimens (i.e., not decomposed or badly damaged by predators) are submitted for identification.”

Essentially, this is a local decision based on local conditions. National guidance may not be the best in this case. Considerations include the number of non-targets in the trap, rain patterns and intensity, leaf drop, dust, staffing resources, and the scope of the survey, among others. There needs to be a local level of responsibility based on multiple factors that are not always known ahead of time.

CPHST CAPS Support

Talitha Molet is backfilling and covering for Lisa during her maternity leave. Any questions for Lisa should be directed to Talitha at Talitha.P.Molet@aphis.usda.gov. The NPRG postdocs also are assisting.

New Grape Commodity-based Survey Reference

A 2015 Grape Commodity-based Survey Reference is available for review. Click [here](#) to access the web page. This survey reference is presented in the newer manual format. The Introduction contains information on the background of the survey, survey planning, trapping instructions, and sample submission. The individual pest datasheets are posted as free-standing documents. This format will allow for easier updates to the documents. Both the Introduction and datasheets are available on the Manuals page, via the 2015 dropdown menu.

All pest datasheets received a complete update. In addition, *Adoxophyes orana* was removed from the grape manual. Grape is a minor host for this moth, and it is doubtful that this target would be detected in grape.

The review period will run from November 25, 2014 through January 3, 2015. Please send comments/edits to Melinda Sullivan (melinda.j.sullivan@aphis.usda.gov, 970-490-4469, 2301 Research Blvd. Suite 108, Fort Collins, CO 80526). Comments/edits received after January 3, 2015, may not be included until after the next document review.

NAPIS

The implementation of NAPIS 3.0 is going well. Susan has received several compliments on the new design, and user experience has been positive.

On and after January 5, 2015, the three new data fields developed with NAPIS 3.0 (funding year, funding source, survey name) will be required for data entry. Approximately half of the states are already entering this data. Susan sent an email to states with no funding fields in their data to make them aware that the ‘My Surveys’ templates are preloaded with codes for funding fields and other repeated elements. In My Surveys there is a personalized template for each CAPS and Farm Bill funded survey target that is prepopulated with codes for the funding fields, the pest



code, and survey method. This feature greatly simplifies preparing data for entry, including the new fields.

Phytoplasma Training Slides

A phytoplasma workshop was held on August 21, 2014 for state survey coordinators, state field survey personnel, Plant Health Safeguarding Specialists, and University diagnosticians in Amherst, MA. Twenty participants attended the workshop. Sarah Grubin, MA State Survey Coordinator, and Nichole Carrier, Pest Survey Specialist CT/MA/RI, coordinated the logistics of the training. Dr. Robert Davis, Research Plant Pathologist, Molecular Plant Pathology Laboratory, ARS presented the workshop training. Slides from the training are available on the [Taxonomic Services](#) page of the CAPS R&C site under [Screening Aids](#).

The next NCC call will be held on Thursday, January 8, 2015, at 1:00 pm eastern time.

Please forward to your NCC representative any agenda topics for discussion on the January call.