



## National CAPS Committee (NCC) Conference Call

August 13, 2015

### Minutes

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#### Participants

John Bowers	Piera Siegert	Carol Motloch	Steve Bullington
Brian Kopper	Joe Collins	Dale Anderson	Susan Schechter
Rick Zink	Julie Van Meter	Ian Foley	Eileen Luke
Kristian Rondeau	Brad Lewis	Lisa Jackson	Kelsey Branch
Joel Bard	Lisa Ishibashi	John Crowe	

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#### Notification of Identification and Diagnostic Results

Notifications of pest specimen and sample results follow the protocol published on the [Pest Detection](#) page of the APHIS website, or directly at [Pest Identification Notification to States](#). The focal point of this protocol is simultaneous notification to both the SPHD and SPRO of the state in question. It is then their responsibility to notify others in their state offices that have a need to know the results. At times the SPHD and/or SPRO will be out of the office and unable to receive the notification, and an out-of-office reply usually is returned. Sometimes, however, the out-of-office reply does not contain an alternate contact or a name of someone who is acting in their stead. Please consider adding an alternate contact, preferably with an email address, to your out-of-office message so that the notification can be forwarded someone in your office or department. This is especially important if there is a pest new to the U.S. confirmed in your state and action has to be initiated. Your office and department should not be out of the loop simply because an alternate contact was not identified.

#### National CAPS Meeting

The Program has run into difficulty with the meeting approval process. Different versions of the documentation and agenda have been submitted in the attempt to fully clarify the purpose and outcomes on the meeting. Several calls have been held on how to resolve the issues and communicate the importance of the meeting to management. The updated version of the documentation and agenda currently resides with management before being passed to the Deputy Administrator. The timeline for approval by the DA before being passed to the APHIS Administrator for final approval is not known at this time. As more information is known, it will be passed on to everyone through the NCC.

The current agenda was presented in detail to the NCC on the call, and is available for review on the NCC page of the CAPS R&C site, or directly at [2015 CAPS Draft Agenda v11](#). Suggestions and comments can be shared through your NCC representative.

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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.



### **CAPS Work Plans**

CAPS work plans (including the Survey Summary Form) are due (reviewed by SPHDs and submitted to SharePoint) by close of business Monday, August 17<sup>th</sup>. Please make every attempt to have your work plans reviewed and submitted in a timely manner as the program will need to have an FY16 spending plan confirmed soon.

### **Farm Bill**

FY15 Farm Bill Survey Summary Forms are now 100% completed and the “My Survey” feature on the CAPS R&C is operational. There is still a small window of opportunity to return funds and redirect them. If any funded project(s) know now that funds will not be used please let Kristian know ASAP.

FY16 Farm Bill program is underway. The last of the public webinar help sessions have concluded and the open period continues through Sept 14<sup>th</sup>. Following that the SPHDs and SPROs will have 2 weeks to review and comment on suggestions from their state. The review teams will then take a month or so to finalize the reviews and ratings before submitting a draft recommended spending plan. We hope to have an FY16 spending plan as early as late January or early February.

### **CAPS R&C – Screening Aids Page**

Recently PPQ’s Identification Technology Program (ITP) released 11 identification aids for the screening of exotic woodborers and bark beetles, and these are posted on the CAPS R&C site. These are in addition to many other aids already posted on the site. With so many aids available, especially under the Forest Pest heading, the [Screening Aids](#) page is in need of some organization in order to make it a little easier to find what you are looking for. Ian Foley has volunteered to work with Susan Schechter to upgrade the page. If you have any suggestions or comments, or would like to help put your stamp on the page, please contact Ian and Susan and offer to help.

**The next NCC call will be held on Thursday, September 10, 2015, at 1:00 pm eastern time** (due to the upcoming Labor Day weekend the previous week).

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