



## National CAPS Committee (NCC) Conference Call

January 7, 2016

### Minutes

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#### Participants

John Bowers	Tyson Emery	Sherry Aultman	Susan Schechter
Brian Kopper	Julie Van Meter	Dale Anderson	Eileen Luke
Kristian Rondeau	Brad Lewis	Ian Foley	
Terry Bourgoïn	Lisa Ishibashi	Lisa Jackson	
Joel Bard	Mark Hitchcox	Melinda Sullivan	
Piera Siegart	Ruth Welliver	Dan Mackesy	

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#### Annual NCC Meeting

The Annual NCC Meeting will be held in Phoenix, AZ at the AZ SPHD office on February 2-3, 2016. A hotel room block is being reserved and reservations are due. A [Draft Agenda](#), [Meeting Justification](#), and [Travel Information](#) documents have been posted on the NCC page of the CAPS R&C site. Please let John know if any other information is needed for individual travel approvals.

Please review the 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? What is going well and what is not? 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. January is the month to have these critical conversations.

In preparing for the meeting, every attempt will be made to post documents on the CAPS R&C site in advance of the meeting. This will allow the NCC the ability to review these documents and be able to discuss the information at the meeting. Those presenting information are encouraged to post their information ahead of time as a document, presentation, summary, and/or outline, as appropriate.

#### Term Limits & Rotations

An updated NCC [Term Limits & Rotation](#) file has been posted on the NCC page of the CAPS R&C site. This chart shows terms on the NCC out through 2018.

#### Budget

Congress passed an omnibus appropriations bill to fund the government through the remainder of the fiscal year (September 30, 2016). Funds have not yet trickled down to PPQ. We are

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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.



expecting the same funding as last year (and the year before that). Once Field Operation receives their allocation we will proceed with executing cooperative agreements. Here is some language that may explain why it takes an amount of time between the passage of an appropriation bill and obligating funds to cooperative agreements; “An apportionment by the Office of Management & Budget (OMB) to Executive Agencies (i.e., USDA) of an appropriation by Congress is required by statute before budget authority may be obligated.”

### **2016 CAPS Recognition**

The 2016 version of CAPS Recognition is about to begin. The call for nominations will go out shortly. Nominations should include a narrative on the specific activity conducted or achievement of the person or group being nominated that occurred in 2015. This will include a description of the activity/achievement, its significance to Pest Detection activities, and the impact of the effort. Narratives should be no more than two pages in length, and shall be submitted along with the nomination form, to the National CAPS Program Manager by COB Friday, March 18, 2016. Up to three awardees will be recognized publically at the 2016 National CAPS Meeting (if held) or at the 2016 National Plant Board Meeting. See [CAPS Recognition](#) on the Resources page of the CAPS R&C site for more detailed information. Consider nominating a worthwhile individual or group. The [Nomination Form](#) also is located on the Resources page.

### **NCC SharePoint**

A joint PPQ – National Plant Board SharePoint site is being developed called **PartnerNet**. The NCC will have a page on this site. The advantage to this will be to allow both PPQ and State folks to collaborate on documents of joint interest. We can jointly edit and comment on a document before it is posted on the CAPS R&C site. A link and instructions to access the page will be sent to the NCC shortly.

### **Farm Bill**

The Farm Bill Program is still on track to have a spending plan released by the end of the month. The final draft is in the final phases of review. A USDA press release will announce the release of the plan to the public. Subscribe to the Stakeholder Registry to get informed. Once the spending plan is released, calls will begin with states and work plans requested.

### **NAPIS Data Entry**

The final validation for the addition of Trap and Lure to NAPIS data entry is being completed. Real data is needed to complete this process, and the more the better. Please get your 2015 data in as soon as possible to help this effort.

### **Survey Supplies**

The Survey Supply Ordering System in IPHIS is open thru February 19, 2016 for orders supporting EAB survey not associated with contractors. During this time you may submit requests for: EAB Survey - Non-Contractor (Submission doesn't guarantee approval, do not mix



EAB supply orders with others). Shipping will start in late February. Contact [John Crowe](#) if alternate delivery dates will be needed.

The Survey Supply Ordering System will open again after the Farm Bill spending plan is released in 2016 to support approved Farm Bill – Goal 1 Surveys.

Instructions for placing an order can be found on the [CAPS Collaboration Site](#).

### **Plant Board Meetings for 2016**

See the [National Plant Board Meeting](#) page.

**The next NCC call will be held on Thursday, March 3, 2016, at 1:00 pm eastern time.**

Please forward to your NCC representative any agenda topics for discussion at the Annual NCC Meeting or for the next NCC call.