



## National CAPS Committee (NCC) Conference Call

February 2, 2017

### Minutes

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#### Participants

John Bowers	Piera Siergert	Ian Foley	Cindy Music
Avi Eitam	Tyson Emery	Heather Moylett	Eileen Luke
Lisa Jackson	Tiffany Mauro	Dan Mackesy	Feridoon Mehdizadegan
Rick Zink	Darrell Bays	John Crowe	
Mike Tadler	Emilie Inoue	Steve Bullington	
Terry Bourgoin	Dale Anderson	Susan Schechter	

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#### Transition

Susan Schechter, User Services at CERIS, Purdue University, has announced her retirement. Her last day will be Friday, February 17<sup>th</sup>. We thank Susan for her dedication and support of the Pest Detection and Farm Bill Programs, and wish her well in her future endeavors.

Purdue currently is going through the process for approval to advertise to fill behind Susan. The Department Head realizes the importance and critical nature of the position and supports filling the position. In the interim, Purdue is marshalling its workforce to take on Susan's duties. Cindy Music and David McClure both will attend the NCC meeting in McAllen so that they can become more familiar with a broader aspect of the program. This also will help with the transition once a new person is hired.

#### Annual NCC Meeting

The Annual NCC Meeting will be (was) held in McAllen, TX at the Kika de la Garza Federal Building on February 7-9, 2017 (it went well). The Agenda and other documents for the meeting are posted on the NCC page of the CAPS R&C site, and are available for review by the CAPS community. Discussions on this call centered on topics that needed to be discussed at the meeting in McAllen. The minutes, action items, and topics to keep an eye out for will be available for discussion in the near future. In particular, the CAPS community should continue to review and suggest edits or suggestions to improve the [Guidelines](#) and supporting guidance that is posted on the [Resources](#) page. Suggestions and comments to improve or clarify program or survey guidance should be sent to [John](#) and [Lisa](#).

#### Agreements

The status of cooperative agreements is in flux, and seems like it can change on any day. Please contact your SPHD office or agreements specialists for up-to-date information.

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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 Webinars**

Susan presented two webinars in the previous weeks. The CAPS Services Ecosystem webinar on January 25 drew 86 participants, and 66 participants viewed the NAPIS Data Update webinar on February 1. Tentative webinar(s) for March will address the development of pest lists and the new prioritized pest list and CAPS performance measures. Ask your constituents to list topics that they would like to see in future webinars. The webinars are, and will be, posted on the CAPS R&C site at <http://caps.ceris.purdue.edu/webinars>.

## **2017 CAPS Recognition**

The 2017 version of CAPS Recognition was announced with a call for nominations on February 2, following the call. Nominations should include a narrative on the specific activity conducted or achievement of the person or group being nominated that occurred in 2016. 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 [John](#) and [Lisa](#) no later than COB Friday, March 17, 2017. Up to three awardees will be recognized publically at the 2017 National Plant Board Meeting (if feasible). See [CAPS Recognition](#) on the [Resources page](#) of the CAPS R&C site for more detailed information. The [Nomination Form](#) also is located on the [Resources page](#). Consider nominating a worthwhile individual or group.

## **Survey Supplies Update**

The Survey Supply Procurement Program (SSPP) is working on a new communication plan. This will be discussed in more detail at the NCC meeting in McAllen. Survey Supplies Training Modules currently are being developed with a focus on ordering, shipping, maintenance, etc. The modules should start to be released in the fall or early 2018.

The IPHIS My Order screen has been updated so that SPHD State approvers can see all orders placed throughout their state, and can see supplies shipped and outstanding supplies. All others can see their orders, what has been shipped and what is outstanding, only.

Shipping of orders from the warehouse at Moore Air Base is happening at a rapid pace. All forest pest lures are going out now. Check in with constituents about any shipping errors. The sooner SSPP knows the better. Also, let SSPP know if you have critical needs ASAP. Lures manufactured in house can take time.

A Survey Supply inbox has been created, [sspp@aphis.usda.gov](mailto:sspp@aphis.usda.gov). Continue to contact [John Crowe](#) for the time being. Lisa will manage the Survey Supply inbox once she is officially in her NOM position.

**The next NCC call will be held on Thursday, March 2, 2017, at 1:00 pm eastern time.**

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