



National CAPS Committee (NCC) Conference Call

September 7, 2017

Minutes

Participants

John Bowers	Greg Rentschler	Tiffany Mauro	Dan Mackesy
Lisa Jackson	Piera Siergert	Emilie Inoue	Steve Bullington
Rick Zink	Tyson Emery	Dale Anderson	Cindy Music
Mike Tadde	Megan Abraham	Ian Foley	Laura Hartmann
Terry Bourgoin	Darrell Bays	Feridoon Mehdizadegan	

Work Plans

As Lisa reviews work plans, there are some items that have come to her attention.

Single Pest Surveys: When developing CAPS work plans, please be aware that single pest surveys will not be approved. Any state that submits a single-pest work plan will be asked to revise the plan to include high priority pests or delete the work plan. Guidance can be found on pages 5-6 of the [National Pest Surveillance Guidelines](#). Surveys must either conform to the guidance for Designed or Bundled Surveys. Both Designed and Bundled Surveys must include multiple priority pests from either the [Priority Pest List – Commodity and Taxonomic Surveys](#) or the [Priority Pest List – Pests of Economic and Environmental Importance](#). States may bundle pests of state concern into the survey, but they cannot be the majority of the pests in the survey.

Work Plan Templates: Lisa has noticed that not all states have used the most current work plan templates. The latest [Infrastructure Work Plan Template](#) and [Survey Work Plan Template](#) can be found on the CAPS website under “Resources” and then “Work Plans.”

Erin Stiers had a good suggestion recently to use either a watermark or footnote to denote the relevant year for the template. This would make it easier for both the SPHD and NOM to tell if the most recent template was used. This will occur for next year, and Lisa will send out a reminder in early summer.

Pest Lists in Work Plans: Last year, Lisa requested that additional targets be added to work plans if a lure attracted more than one species. Some states complied and either revised the work plan or added an addendum to include additional appropriate pests. If Lisa made these requests last year and the pests still not have been added this year, she will not approved the work plans until the pests have been added to both the work plans and Survey Summary Form. If negative data for additional priority pests can be gleaned from the same work already being performed, then it is in all of our interest to ensure this data is recorded.

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.



Approval of Work Plans: As most of you (PPQ) know, the status of work plans will not change in SharePoint until we receive a notification from the budget staff to begin processing agreements (likely in November). At that time, Lisa will change the status of your work plans to “FOM Approved” and the agreements staff will begin entering the agreements into ezFedGrants. For now, as Lisa reviews work plans and the Survey Summary Forms, if everything looks good, she will send the SPHD an email saying that everything is in order and there is no further action at this time.

CPHST CAPS Support

Heather and Dan’s TDY to temporarily fill the vice-Jackson and vice-Sullivan positions in CPHST CAPS Support have ended, and they have returned to their permanent positions. Currently, no one is filling these important positions, although a TDY announcement should be made soon. Heather and Dan cannot be expected to support CAPS as they had while on TDY as they have other responsibilities in addition to CAPS support. This is the beginning of a critical time for the Program as pest assessments, datasheet development, and researching approved methods, for example, are needed to support any new pests and/or changes to the pest list. In addition, there is a handful of new pests that have a high impact in the OPEP model that needs to be evaluated and supported if they are to be added to the Priority Pest List. This all has to be done before the 2018 NCC meeting in late January/early February, and finalizing everything before the 2018 Guidelines are published in April.

As a result, we may not have an updated Priority Pest List for 2018, update and develop new datasheets, support and update the Approved Methods, and may not be able to answer questions you may have that Lisa and Melinda had helped you with in the past. Until we have an indication that these positions will be filled, and when, we will be missing a critical component of the Program and the scientific background to adequately support the Program.

Survey Summary Form Changes

Lisa has been leading a group of SSCs to update the CAPS Survey Summary Form (SSF). As a result, some changes have been made. Some fields were added and others removed, and the field definitions were refined and clarified.

Survey names also were edited. We use survey names as a way of organizing surveys for metrics and reporting. As the seasons have come and gone, the survey name list was becoming large (partly due to Farm Bill) and bordering on unmanageable and uninformative. To rectify the situation, surveys names were culled down to a suite of more general names that most surveys can fit under. Doing this may lose some understanding about a survey that previously could be gleaned from the survey name. However, we can employ the Host/Habitat field to add back information about the survey, and perhaps add even more detail. Using the survey name in conjunction with the Host/Habitats field allows us to effectively manage surveys and pull out information about who is surveying in what commodities. For example, an Orchard survey with apple and peach as the host commodities allows us to identify this survey in this state when



compiling information on peach surveys. We would not be able to identify this survey if we just focused on stone fruit surveys. While 'Orchard' allows us to group like surveys for reports and metrics, the Host/Habitat allows us to be more specific when the need arises.

As of September 7, only seven states had not yet completed the Survey Summary Form. Compared to some previous years, we are doing well.

CAPS Webinar

The next CAPS webinar will be held later this month. We are still working on a date. The topic will be the CAPS Resource & Collaboration website, and will be presented by Cindy Music. There is a lot of information on the website, and unless you use it all the time, you may have forgotten how much information is really there, and how to find it.

We have received some comments from new users and some from those who do not regularly use the site that navigation is difficult, not intuitive, and that information is hard to find. In the future we would like to update the site, and we will need your suggestions and input. In order to give you a feeling of what it should be, we need to bring you into what it is now and what information is present, and if there is something not on the site that needs to be there. Your participation in the webinar, and thoughts and suggestions about what it will become, is greatly appreciated.

The following webinar, likely sometime in early November, will be presented by John and will feature CAPS measures and metrics: what did 2017 look like and what to expect in 2018 from a numbers perspective. Keeping the Survey Summary Form up-to-date is critical to presenting accurate information.

Purdue Update

James Krause and others at Purdue have almost completed the transition of maps in all products to the current version of ArcGIS. These updated maps are now available through the data notifications, data entry, and Pest Tracker. Transition of the maps in NAPIS should be completed soon, and will complete the transition to the ArcGIS format. Contact Cindy or James if you have any questions or suggestions on map presentation that may better suit your needs.

In order to keep the Directories maintained at Purdue up-to-date, Cindy requested that the NCC members notify her of any updates within your constituencies, and provide her with the pertinent contact information. This especially important for the SSC constituencies as there is no list posted or maintained elsewhere. This also helps Cindy be aware of new people in the community who may need an introduction to NAPIS, data entry, the SSF, or other CAPS products hosted at Purdue.



2018 Farm Bill

The review period for suggestions under the FY18 Farm Bill process is underway. The SPHD/SPRO review period ran for 3 weeks, August 21 – September 8. Now the Goal Teams will have 6 weeks, September 11 – October 20, to complete their review and develop a recommended spending plan for their Goal. For Goal 1 Survey, 194 suggestions were received requesting over \$23 million in funding. However, we expect to have a budget of only \$12-15 million. The Farm Bill team expects to have a spending plan ready in December.

More so this year than in previous years, many suggestions will undergo an additional subject matter review. Special subject review will occur for suggestions dealing with IT, citrus, tribal participation, and offshore pest issues. Additionally, research and/or method development suggestions will be reviewed by PPQ S&T. In Goal 1 Survey, survey suggestions that are part of a PPQ pest program will be reviewed by the pest program policy and operations managers for adherence to their program goals and objectives. If you have any questions, they can be addressed to farmbillsection10007@aphis.usda.gov.

2018 Annual NCC Meeting

It is not too early to start thinking about the 2018 Annual NCC Meeting. We usually have this meeting the last week in January or the first week in February. Please look at your calendars for the weeks of January 29 and February 5, 2018, and put placeholders on these weeks. Also think of where to meet. The meeting is moved around each year to showcase different facets of the Safeguarding Continuum. The only qualifier is that there is no cost for meeting space.

Also, start making a list of topics we will need to discuss based on discussions with your constituency.

The next NCC call will be held on Thursday, October 5, 2017, at 1:00 pm eastern time.

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