



National CAPS Committee (NCC) Conference Call

June 13, 2019

Minutes


Participants

Lisa Jackson	Megan Abraham	Dale Anderson	Steve Bullington
Alison Neeley	Tiffany Mauro	Ian Foley	Paul Ijams
Eric Ewing	Chris Pierce	Heather Moylett	Feridoon Mehdizadegan
Kim Rice	Emilie Inoue	Cindy Music	Dan Mackesy
Joy Goforth	Brad Danner	Mike Hill	

Annual NCC Meeting Minutes

The [2019 Minutes](#) to the Annual NCC Meeting in Portland, OR, have been posted on the [NCC](#) page of the [CAPS Resource & Collaboration](#) website. The NCC and the CAPS community should review the Minutes and discuss the topics covered. Determine if the Minutes accurately document the conversations, and send any thoughts, suggestions, and edits to John and Lisa. There were no comments at this time.

2020 Annual Pest Surveillance Guidelines

The 2020 [National Pest Surveillance Guidelines](#) were published on the [2020 Guidelines](#) page of the [CAPS Resource & Collaboration](#) website on May 23, 2019. The 2020 Guidelines retain the focus, format, policy, and philosophy of the previous Guidelines. Specific guidance and changes from previous years can be found on the [2020 Guidelines](#) page. No new pests were added to the Priority Pest List, and 18 pests were removed based on the Program's [Pest Assessment and Prioritization Process](#) and the [Objective Prioritization of Exotic Pests \(OPEP\)](#) model analyses. See [Summary of Pest List Changes](#) for details. The [Approved Methodology for Pest Surveillance](#) (AMPS) also has been updated for 2020 to reflect changes to the pest lists. New guidance either as a file on the website or within the Guidelines document are noted as 

Purdue/CAPSIS meeting

John, Heather and Lisa were at Purdue June 4-5. We met with the team and Mike Hill, who has taken over for Eileen after her retirement.

We had further discussion on the online work plan. It is still in the early stages of development. We walked through the steps that we heard from most states (need for review at various levels). The process will likely start with the SSF, which can then be imported into the work plan. The draft work plan can be downloaded into a Word or pdf file for review. Then final changes can be made to the SSF and work plan. Another benefit we discovered, this will ensure that the SSF is completed when work plans are finalized. There have been a lot of issues with this lately...that

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.



the work plan is submitted far earlier than the SSF. There will need to be a lot of testing before we go live for next year.

We discussed adding the “Pending” column to Accountability Report for individual targets that may have a delay due to identification or other reasons. There will be a text box where the SSC can enter: 1) the reason why it is pending and 2) the expected date of resolution. CAPSIS is working on a mock-up of this. This was discussed at the NCC meeting in Portland, and everyone thought this sounded good. Changes also will be made to the Accountability Report that will prevent a state’s listing from dropping off the Report when a Change Request is in progress.

CAPS Webinar

The Program will present a webinar on July 10, 2019, at 2:00 pm eastern time. The webinar will cover changes in the 2020 pest lists, approved methods, and other changes to be aware of as you prepare work plans for 2020. The webinar will be recorded and posted to the CAPS website.

S&T CAPS Support

CAPS Pest Datasheets provide pest-specific information to the CAPS Community to support early detection surveys. The datasheets are formatted as pdf files and are available on the CAPS Resource and Collaboration website. Once posted, it is difficult to update datasheets regularly. The S&T CAPS Support Team is exploring new ways of providing pest-specific information to the CAPS Community. We are especially interested in closing information gaps and improving the ability to update information promptly.

We will send a stakeholder survey through the CAPS Community Forum in late July or early August to gather input. The feedback will help us better understand information needs and improve the presentation and delivery of pest-specific information to the field. Most changes will wait for this feedback, but there is one change we believe we should begin working toward now. Before moving forward, we wanted the NCC members’ input.

The approved methods for survey and identification are included in the datasheet and the approved methods pages for each pest on the CAPS website. The approved methods pages are regularly updated, but the datasheets are harder to keep up with (130 pests). As a result, there are datasheets with outdated approved methods on the website. We propose removing the approved methods sections from the datasheets and replace it with a sentence directing people to the approved methods pages on the CAPS website. The approved methods pages would be expanded to include:

- Approved Method(s) for Survey
- Additional Survey Supplies - list of other supplies needed from survey supply (e.g. trap hangers, DDVP strip, etc.).
- Survey Instructions/Recommendations
- When to Survey
- Survey Site Selection - general description site to target



- Site Inspection - used mainly for visual survey
 - Signs – eggs, nymphs, sporulating fungus
 - Symptoms - leaf wilting, reddening, crown dieback etc.
- Trap Placement/Spacing - trap height, orientation, location within site (e.g. open canopy, forest edge, forest interior)
- Sample Collection - e.g. Survey 1000 plants, if symptomatic collect representative sample for diagnostic testing. Provide a sample description (i.e. one plant represents 20 symptomatic plants).
- Approved Lure(s):
- Lure Placement:
- Link to relevant guidance documents - trap and sampling protocols

We will work with Purdue to make it possible to download the approved methods page as a pdf for use in field manuals or outreach material. This change will take time. We currently are working on a plan and will provide an update once we have decided on the best approach to get this done.

Feedback from the NCC was positive.

- PSSs combine different resources to make field manuals for their team. Having PDF format as an option is important.
- Inconsistencies between the datasheets and approved methods pages creates confusion. Having information in one place that is regularly updated will be a good improvement.

PPA 7721

The 2020 Open Period: will be July 8- August 23. We will be announcing the open period on the Stakeholder Registry soon, so stay tuned!

2020 New Template: As you know, we have been mostly using only one template for the Work and Financial plan (WFP) that was developed and has been improved to specifically focus on the Goal 1 Survey objectives. During the past couple of years we heard from our cooperators that the template does not sufficiently address other goal objectives. So, based on our cooperators' feedback and after consultation with our agreement staff, we have developed a template for all other goals - that is Goal 1 A and Goals 2-6, which provides a broader alignment with their objectives. Fortunately, we didn't have to start from scratch, because the PPQ S&T is using a more generic template for their R&D cooperative agreements. To make a more uniform template, we came up with a new template that can be used for all goals, except Goal 1 Survey. Please keep in mind that you can deviate from the template as long as you provide the necessary information needed for the key sections in the template. The template will be available as an appendix in the FY20 Implementation Plan.



For Goal 1 Survey suggestions there will be some added guidance in the 2020 PPA 7721 Implementation Plan.

- The Excel suggestion format will be required. Suggestions received as a narrative in Metastorm will not be reviewed.
- The Excel form will be updated for 2020, so any suggestions on this form is appreciated that will meet your needs as well as those reviewing the suggestions.
- In the Financial Plan, a separate Contractual Financial Plan will be required to detail contractual costs. A Contractual tab will be added to the Excel Form.
- Guidance for ongoing emergency programs will be provided, especially for suggestions involving Spotted lantern fly (SLF) and European cherry fruit fly (ECFF).

Survey Supplies

Paul Ijams, John Crowe, and Lisa had a 1.5 day meeting this week and discussed results from the 2019 spring survey supply inventory, made plans for disposing of expired products, created the plan for product ordering to restock for the 2020 season, and reviewed staffing at Moore Airbase.

CAPS Emails

There has been some issues with folks receiving emails from the CAPS list serve. Some systems are interpreting the emails as spam due to the large number of recipients. Please work with your IT folks to rectify the issue if you find that you are not receiving these emails. Purdue will do what they can on their end. The SSCs said that it would be best to still have them forward any messages that are sent from the SSC list serve.

The next NCC call will be held on Thursday, July 11, 2019, at 1:00 pm eastern time.

The call is postponed due to the July 4th holiday

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



In Case You Missed It

Goal 1 Survey Guidance for FY19 Funded Surveys

The following guidance is presented for surveys funded through Goal 1 Survey in the [FY19 PPA §7721 \(Farm Bill\) Spending Plan](#). This guidance can be found in the file [Guidance for Funded Surveys](#) on the [2019 PPA §7721 - Goal 1 Survey](#) page of the [CAPS Resource & Collaboration](#) website.

The [Survey Work Plan and Budget Template](#) for Goal 1 Surveys can be found on the [2019 PPA §7721 - Goal 1 Survey](#) page. All surveys should use this template unless otherwise directed by a PPQ pest program.

All funded surveys and pests must be entered into the 2019 Farm Bill Survey Summary Form through the [Survey Planning page](#) on the CAPS R&C website (login required). All Honey Bee Surveys participating in the National Survey have been pre-entered into the Survey Summary Form. State with any addition or deletion to the standard list will need to correct the pre-loaded information.

To facilitate this guidance, a [spreadsheet has been posted on the CAPS Resource & Collaboration](#) website summarizing the information. For each funded survey, guidance is given for 1) entry into the Farm Bill Survey Summary Form, 2) whether NAPIS data entry is required, 3) the required database for survey results, and 4) whether or not the survey will appear in the 2019 Farm Bill Accountability Report. This guidance is the final word for FY19 Farm Bill Goal 1 Survey. See [Survey Summary Form and Data Requirements for Funded Surveys](#) .

Questions can be directed to [John](#) and/or [Lisa](#). Help with Survey Planning and data entry can be directed to Cindy Music at napis@purdue.edu. We realize that this is a large effort, and we appreciate all your help. Ideas and suggestions to facilitate this process are always welcomed.