



## National CAPS Committee (NCC) Conference Call

December 5, 2019

Minutes

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### Participants

John Bowers	Kim Rice	Emilie Inoue	Cindy Music
Lisa Jackson	Joy Goforth	Brad Danner	Mike Hill
Shelley Gray	Megan Abraham	Dale Anderson	Steve Bullington
Eric Ewing	Helmuth Rogg	Darcy Oishi	
Greg Rentschler	Chris Pierce	Heather Moylett	
Alana Wild	Tiffany Mauro	Dan Mackesy	

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### NCC Term Rotations

The December NCC call is bittersweet and one of transition as members rotate off the NCC and new members begin the journey. NCC members serve 3-year terms (Jan.1 – Dec. 31), with terms staggered so that there is a minimum turnover each year. This preserves the stability of the NCC while maintaining consistency and opening the possibility for new membership each year. With each ending, there is a new beginning.

John, Lisa, and Shelley, as well as the entire NCC, extend a heart-filled appreciation to Greg Rentschler (SPHD, IL) and Ian Foley (WPB SSC MT) for their participation, engagement, and service to the CAPS community. We wish them well in their future endeavors.

At the same time we welcome Alana Wild (SPHD NV/UT) and Darcy Oishi (WPB SSC HI), and look forward to their participation. Megan Abraham (CPB SPRO IN) and Tiffany Mauro (PSS NJ) have been re-nominated by their respective constituencies, and will serve a second 3-year term. Welcome back.

### FY20 Continuing Resolution

The current Continuing Resolution to fund the government runs through December 20, and funds the government at 22.13% of FY19 levels.

### Pre-Award Letters

If you need a Pre-Award Letter based on the current CR, please contact your agreement specialist asap, and let Lisa know that this is what you are interested in.

### Annual NCC Meeting

The Annual NCC Meeting will take place January, 29-30, 2020, at the offices of the Illinois SPHD in Des Plaines, Illinois (near Chicago's O'Hare International Airport). A pre-meeting with PSSs and SSCs on the NCC will be held the day before, and will go into the details of a couple development projects for state perspective (see last month's Minutes). [Travel](#)

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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.



[Information](#) is posted on the NCC page of the CAPS R&C website. Hotel reservations need to be made before January 6.

For the January NCC call, members should review the action items from last year's meeting and be prepared to discuss and determine if all have been completed, or if there are outstanding items to address. We started this process on the August NCC call, and need to follow up before we meet in Chicago.

Also, to have the meeting to be as productive as possible, we need to hear from the NCC and their constituencies of any topics, issues, subjects, complaints, criticisms, comments, and suggestions that should be discussed. If we do not know about them, we will not know that it needs discussion. Please discuss this with your constituencies. This will help us round out the agenda for the meeting, and give a reference point so that the topic is not lost. The [Draft Agenda](#) is posted on the NCC page. We will need to finalize the agenda on the January call.

Also for the January call, members should let us know what information they would like to have printed in the Supplemental Information booklet. This is a valuable resource to have as reference during the meeting. See last year's booklet for ideas.

### **2020 Work Plan Review**

Lisa is busy reviewing and approving 2020 CAPS work plans. Note that there are requirements that the survey information be entered into the Survey Summary Form and 2018 data be entered into NAPIS. Work plans will not be reviewed until these requirements are met. Several States are deficient in one or the other, or both. Please enter the appropriate information on the Survey Planning Page for your State and data into NAPIS or your work plan not reviewed and no cooperative agreement will be developed. Thanks to those that have submitted the required information and have approved work plans.

### **Survey Supplies**

#### **Open Period**

The [Survey Supply Ordering System in IPHIS](#) closed on November 30, 2019 for 2020 CAPS surveys.

The Survey Supply Ordering System will open again in early 2020 to support:

- EAB Surveys

The Survey Supply Ordering System will open once again after the 2020 PPA 7721 Spending Plan is announced for:

- 2020 PPA 7721 Goal 1 Surveys

You may submit orders for any CAPS survey items that you missed during either of these periods.



### Approving Orders

Paul and Lisa have been approving orders this week. Once your order has been approved, the person whose email address is listed in the “Order Receiver” portion of the order will receive an automated email from IPHIS. Please be on the lookout for this email the week of November 30. If you do not receive one by December 6<sup>th</sup>, please reach out to Lisa and Paul.

### December closure

As in the past two years, the survey supply warehouse located at Moore Airbase will be closed for shipping from December 16, 2019 through January 5, 2020. No products will be shipped out of the warehouse during this time. We expect that all orders with a December delivery date should be able to be shipped out before December 13. If you need products before January 5, please reach out to Paul or Lisa.

In addition, if we have a government shutdown, no products will be shipped during that time.

### **CAPS Webinar**

Cindy presented a CAPS Webinar on NAPIS data entry on Wednesday, December 4, 2019, at 2:00 pm eastern time. 46 participants joined the webinar, with good reviews afterwards. The webinar and slide deck will be posted on the CAPS R&C soon.

Future webinars include the OPEP model in late winter/early spring of 2020, changes to the national Guidelines soon after publication, and work plan expectations in mid-summer. One suggestion was to schedule a webinar on both the reimagined CAPS R&C and Pest Tracker websites. Other suggestion for webinar topics are welcomed.

### **ezFedGrants**

By all accounts, the upgraded portal for ezFedGrants has been a nightmare where multiple processes are not working. Document your issues and send them to the help desk. The situation is not acceptable.

### **Three Things You Should be Aware of in Case You Hear Something**

#### 1. CAPS Program Review

PPQ management has decided to initiate a review of the CAPS program. The stated goal is to “determine if the CAPS program is effective at finding new (exotic) pests, convincing trading partners of the absence of pests, and spending resources efficiently” (their words, not ours). APHIS’ Program & Policy Development division (PPD) is conducting the review. They are developing questions and a list of potential interviewees to include members of the CAPS Community, both federal and State. The timeline is to have a final report by mid-summer. You may be contacted for an interview. If you are, please be thoughtful and candid so that the best possible results can be obtained.



## 2. USDA Dashboards

Marketing & Regulatory Programs in USDA (under which APHIS is located) initiated a project to develop dashboards for executives in all the mission areas. To develop initial prototypes, PPQ management selected port interceptions and domestic pest surveillance. We asked the NCC about sharing Survey Summary Form data for this project, and no one objected as this information is generally available, e.g., on Pest Tracker. No data from NAPIS is being shared at this time. Surveys and target pest data for CAPS, PPQ Pest Detection, and PPA 7721 Goal 1 Survey for 2017-2019, along with the respective Priority Pest Lists was shared with the contractors building the dashboards. As explained to us, this could be a good opportunity for analysis to answer questions about the program that we always wanted to know. By bringing in external data, e.g., NASS data, the dashboard analytics could possibly overlay survey information with commodity information and produce values of what the program is protecting through surveys in terms of acreage and dollars. We will talk about this further at the NCC meeting in Chicago and get your thoughts on how to proceed.

## 3. Domestic Data Improvement Initiative

PPQ, with National Plant Board participation, has initiated a Domestic Data Improvement project that looks to encompass all PPQ programs. From a letter to the NPB, "...Recent data analysis and data integration efforts have highlighted that domestic data collected by PPQ and cooperators needs to improve so that we may optimize our combined resources to address pest threats. In order to improve our utilization of domestic data, we propose to establish a group of PPQ and State Plant Regulatory Officials (SPRO) to work on an improvement process. This Domestic Data Improvement Working Group (DDIWG) will be tasked with: reviewing the domestic data collection techniques and the data elements collected across domestic programs, reviewing and approving data dictionaries, setting data standards, establishing reporting requirements, and proposing a governance structure within the domestic plant pest community."

This group is just a month or so into this major project, and are fleshing out roles and responsibilities, goals, and communication protocols. They are still a long ways away from any discussion of how CAPS and NAPIS fit into this. However, be aware of this initiative as it likely will affect PPQ's pest programs first to include both PPQ and cooperative agreements with the States.

## **CAPS Recognition**

It is not too early to start thinking of nominating someone for CAPS Recognition for exemplary work done in support of the CAPS program in 2019. The official call for nominations will go out in January.

*Have a safe and enjoyable Holiday Season!*



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**The next NCC call will be held on Thursday, January 9, 2020, at 1:00 pm eastern time.**

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