Participants

X	Megan Abraham	x	Brad Danner		Helmuth Rogg		Feridoon Mehdizadegan
	Dale Anderson	x	Eric Ewing	x	Michael Hill	x	Sarah Phipps
X	Gregory Aydelotte	x	Lisa Ferguson		Emilie Inoue		
X	Darrell Bays	X	Joy Goforth	x	Lisa Jackson	X	Darcy Oishi
X	Stephen Bullington	X	Michelle Gray	x	Kim Rice	x	Alana Wild
x	John Crowe		Jesse Hardin		Daniel Mackesy		David Nielsen
X	Christopher Pierce	x	James Kruse				

SSPP (JC)

There will be a survey supply webinar covering how to place orders in IPHIS.
Webinar: Save the Date: Tuesday, 09/14 2:00 Eastern

Key Performance Indicator

We have 6 Draft Outcomes:

1. Network of Federal and State cooperators who serve as critical points of contact in their state for Pest Surveillance activities
2. Public outreach to support pest reporting, inform the public of new pest threats, and increase cooperation.
3. Surveys are conducted to detect exotic plant pests. Support trade decisions based on available survey data.
4. Early detection of plant pests.
5. Conduct surveys that collect data to inform decision making about pests. Ability to respond quickly to plant pest outbreak/pest detection.
6. Protection of agriculture and the environment.

Today, we will continue the discuss around outcome 1:

Network of Federal and State cooperator who serve as critical points of contact in their state for Pest Surveillance activities?

Proposed KPI:

How many state [CAPS] meetings occurred and what types of different partners were present?
How would

Questions -
What type of meetings? Specific to CAPS? More clarification needed?

There are two primary prongs to this questions.

Number of Meetings
Different Partners Present: Industry Represented

Logistical Hurdles - As these performance indicators are developed modify the Online Work Plan Interface to reduce and standardize text in work plans so that more of a check box and text fill situation is happening. This would link to an accomplishments report that is also more standardized.

Work Plan (Planned Actions) ---> Accomplishments Completed Actions ---> Performance Indicators

Pest List Changes -Message Sent

NCC,

I hope this message finds you and your families well.

As CAPS Work Plan submission deadline of September 10 approaches, I wanted to make clear a few changes to the National Priority Pest List.

Additions include:
- *Cydalima perspectalis* – box tree moth
- *Anaplophora chinensis* – citrus longhorned beetle

Removal include:
- *Trichoferus campestris* – velvet longhorned beetle

These were announced at the Annual NCC Meeting and the details for the removals can be found here. Unfortunately, *Trichoferus campestris* remained listed until just a week ago, this has been corrected. I know many are trying to reach the 60% threshold this season. Please know allowance will be made if states fall short because of the inclusion of *Trichoferus campestris* in their CAPS work plan.

If you have questions please reach out and forward this information to your constituents.

Sincerely,
John Crowe

Online Work Plan Interface Updates (Lisa)

FY2022 CAPS Work Plans - Jackson
**Remember, only CAPS and most PPA Goal 1 Survey work plans need to be entered into this interface (not other PPQ-funded agreements – AGM, Karnal Bunt, etc.). FY22 PPA work plans will not need to be entered until the FY22 PPA Spending Plan comes out this winter. You just need to enter CAPS plans at this time.

The online work plan interface is required for FY2022 CAPS Survey and Infrastructure work plans.
- Signed work plans are due to the PPQ Agreements SharePoint site by **September 10, 2021.**
- There is no action for the PSS or SPHD in the interface.
- The interface is to create the Word document, no signing occurs in the interface.

- The SSC needs to export the work plan out of the interface.
- For questions on steps in the process, please refer to the [Work Plan Process for CAPS Surveys](#) .

Issues with Interface (Lisa)

General information:
- Do not paste in tables.
- The SSF will populate on its own into the export, you do not need to paste in a table with targets.

Issues/questions that have come up:
1. When a user is adding text to the combined survey plan. The Survey Summary tab when they highlight it, it shows "III – What is the plan of action or approach to the work." If they wanted to paste some text they find there is not a box to paste into. They can't type into it either.

   ANSWER: The Survey Summary tab only allows entry once there's an associated SSF with surveys and targets.

2. For the Data Maintenance tab, there is nothing to fill in.

Exporting the work plan:
- If you experience issues with your export, please let Darrell, Lisa, and James Kruse know. We want to be aware of any issues that may affect everyone and we also want to help you with any unique issues that you may be experiencing.

DDII Pilot update (Darrell)

All 4 Pilot states have uploaded their first round of EWB/BB survey data using the NAPIS DDII template on the CAPS site.
- Ask SSC's on call if they have any feedback about the process they would like to share.
  - Advantage of using NAPIS to share EWB/BB survey data with DDII - cooperator comfort, similar to end of season summarized data upload process just with a different template and additional data fields. Uploads are more frequent - once a month during the season ending in Oct. for all cooperators - even year round.
  - The preliminary ID lab codes have been updated - giving specific lab details - (specific name, contact information).
  - We have the ability to create USDA guest accounts for cooperators within the Microsoft 365 platform and suite of apps - SharePoint - Teams - to allow secure file transfers. Can be used for future projects.
  - Requires the cooperator to have Level2 eAuthentication but can be done completed on-line. No need to travel to a USDA facility to validate identity.