**Purpose:**

The purpose of this 2-day meeting is to bring together National CAPS Committee (NCC) members, share program information and updates, revisiting what makes a priority pest and strategies to maintain the priority pest list, and to make program decisions accordingly.

**Expected Outcomes:**

Share Relevant Information:

* New NCC Member Rotations
* CAPS Program Updates
* CAPS Information System Update
* PPA 7721 Updates
* Preliminary Identification Plans
* FY23 Pest Detection CFWG Plans
* Distribution Maps
* 60% Priority Pests
* Survey and Diagnostic Assessment
* NCC Bylaws
* Site Descriptors
* Science & Technology Updates
* 2022/2023 NCC Personal Goals

**Program Decisions to be Discussed:**

* How can we better manage the National Priority Pest List?
  + Discussion of historical information on the issue.
  + Review how pests go on and off the National Priority Pest List.

**Pre-Work to be Completed Before the Meeting:**

**1. Review the following documents:**

* NCC Bylaws <https://download.ceris.purdue.edu/file/3768>
* Roles and Responsibilities <https://download.ceris.purdue.edu/file/3770>
* Outreach Guidance <https://download.ceris.purdue.edu/file/3773>

**2. Seek feedback from your constituency about items on the Survey Summary Form:**

* Financials
* No Cost Pests
* Taxonomic Support

**Participants**

|  |  |
| --- | --- |
| **Attendee** | **Organization and Title** |
| John Crowe | PPQ EDP - National Policy Manager |
| Darrell Bays | PPQ FO - National Operations Manager |
| Lisa Jackson | PPQ FO - National Operations Manager |
| Michelle (Shelley) Gray | PPQ S&T – Assistant Director |
| Eric Ewing | PPQ FO - SPHD Representative – WV |
| Alana Wild | PPQ FO SPHD Representative – NV & UT |
| Kimberly Rice | Eastern Plant Board SPRO Representative - MD |
| Tina Peltier | Southern Plant Board SPRO Representative - LA |
| Megan Abrams | Central Plant Board SPRO Representative - IN |
| Helmuth Rogg | Western Plant Board SPRO Representative - HI |
| Avi Eitam | PPQ FO PSS Representative – OH |
| Isaac Powell | PPQ FO PSS Representative – NC |
| Cindy Kwolek | Eastern Plant Board SSC Representative - RI |
| Brad Danner | Southern Plant Board SSC Representative - FL |
| Erin Biggs | Central Plant Board SSC Representative - MO |
| Darcy Oishi | Western Plant Board SSC Representative - HI |
| Amber Tripodi | PPQ S&T - Risk Analyst |
| Bonnie Deitrick | CAPSIS Team – Project Coordinator – Purdue |
| Billy Newton | PPQ FO - Director of Operations |
| Colin Funaro | PPQ S&T CAPS Support – Risk Analyst |
| Scott Pfister | PPQ S&T - Laboratory Director |
| Jo-Ann Bentz-Blanco | PPQ EDP Director of the Pest Surveillance and Emergency Management unit |

**Monday, January 30, 2023**

* **Travel day to Falmouth. Please arrange for your own transportation from airport to hotel.**
* Block of rooms is reserved at:

Inn on the Square

40 North Main Street

Falmouth, MA

For Reservations: [855-844-7923](tel:+18558447923)

Rate: $126

<https://www.innonthesquare.com/>

When making reservations inform the hotel this is for the **USDA** meeting.

**Tuesday, January 31, 2023 – Day #1 of the meeting**

**Location: USDA Forest Pest Laboratory**

Otis Air National Guard Base (Government issued identification like driver’s license, passport, etc. is required to enter)

1398 W. Truck Rd.

Buzzards Bay, MA 02542

United States

Daily transportation from hotel to the USDA Laboratory will be provided. Please be in the hotel lobby at 7:30 AM.

|  |  |
| --- | --- |
| **Activity** | Topics |
| **Opening session**   |  |  | | --- | --- | | TIME: | 8:00 AM - 12 PM | |  |  | | LEADERS: | Crowe/Pfister | | * Meeting’s purpose * Facility overview and safety * Expected outcomes * Agenda topics * New members and introductions * FY 2024 National Priority Pest List   + Program Pests   + General Surveys – Bark Beetle Pilot |
| **Lunch** | Lunch can be ordered for delivery at cost. |
| **Opening session continued**   |  |  | | --- | --- | | TIME: | 1:00 PM – 4:30 PM | |  |  | | LEADERS: | PD CFWG | | Survey Summary Form   * Site Descriptors * No Cost Pests * Number of Samples Generated * Condition of Sample * Financials * Difficulties   Survey and Diagnostic Assessments Updates |

**Wednesday, February 1, 2022 – Day #2 of the meeting**

**Location: USDA Forest Pest Laboratory**

Otis Air National Guard Base (Identification is required to enter)

1398 W. Truck Rd.

Buzzards Bay, MA 02542

United States

Daily transportation from hotel to the USDA Laboratory will be provided. Please be in the hotel lobby at 7:30 AM.

|  |  |
| --- | --- |
| **Activity** | **Topics** |
| **Updates**   |  |  | | --- | --- | | TIME: | 8:00 AM - 12 PM | |  |  | | Leader: | Crowe | | FY 2023 Quarterly Webinar Topics  NCC - Documentation Update:   * NCC Bylaws <https://download.ceris.purdue.edu/file/3768> * Roles and Responsibilities <https://download.ceris.purdue.edu/file/3770> * Outreach Guidance <https://download.ceris.purdue.edu/file/3773>   Preliminary ID Update  PPA 7721 Update |
| **Lunch** | Lunch can be ordered for delivery at cost. | |
| **Discussion and site visit**   |  |  | | --- | --- | | TIME: | 1 PM – 5 PM | |  |  | | Leaders: | Crowe/Pfister | | * + Discussion:   + Outreach   + CAPS Metrics   + Otis Laboratory Site Visit:     - Containment Facility     - Rearing Overview     - Lure Production | |
|  |  | |

**Thursday, February 2, 2023 - Travel Day Home**