December 6, 2024

Animal Plant Health Inspection Service (APHIS)

Plant Protection and Quarantine (PPQ)

**2025 National Cooperative Agricultural Pest Survey Committee Meeting**

I’m pleased to invite you to attend the National Cooperative Agricultural Pest Survey Committee (NCC) annual meeting being held at the Hyatt Place Phoenix/Chandler Fashion Center hotel in Chandler, Arizona, on February 11 and 12, 2025. Travel dates for this event are February 10 and 13, 2025.

We are expecting 22 attendees, of which 13 are PPQ employees, eight are state representatives reimbursed through the PPQ-National Plant Board (NPB) Safeguarding Agreement, and one representative from Purdue University.

We will use this opportunity to strengthen the NCC network, exchange updates and information regarding survey years 2024 and 2025, discuss overall CAPS program performance and the national priority pest list, and consider ideas for updating and improving the 2026 CAPS survey guidance document. A detailed meeting agenda will be distributed in January.

A block of rooms is available at the Hyatt Place Phoenix/Chandler Fashion Center, 3535 West Chandler Blvd., Chandler, AZ. Reservations must be made by January 20, 2025. You may book your room via this link: [https://www.hyatt.com/en-US/hotel/arizona/hyatt-place-phoenix-chandler-fashion-center/phxzc?corp\_id=G-CAPS](https://gcc02.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.hyatt.com%2Fen-US%2Fhotel%2Farizona%2Fhyatt-place-phoenix-chandler-fashion-center%2Fphxzc%3Fcorp_id%3DG-CAPS&data=05%7C02%7Ctina.gresham%40usda.gov%7C27b9328f02734ae0e7f008dd157babde%7Ced5b36e701ee4ebc867ee03cfa0d4697%7C1%7C0%7C638690344679760529%7CUnknown%7CTWFpbGZsb3d8eyJFbXB0eU1hcGkiOnRydWUsIlYiOiIwLjAuMDAwMCIsIlAiOiJXaW4zMiIsIkFOIjoiTWFpbCIsIldUIjoyfQ%3D%3D%7C0%7C%7C%7C&sdata=1Zb8XC97vdi4sctZkPBsQlsdm8%2BRmBuH0S%2FernPiV0s%3D&reserved=0). At the landing page, click BOOK in the lower right corner to bring up a page showing *Group Code G-CAPS*; proceed with your reservation from this page. You can also make your reservation by calling (480) 812-9600 and asking for the *National CAPS Committee* room block. The room rate is $179 per night, plus tax (11.67%). The room rate includes a breakfast buffet.

The nearest major airport is Phoenix Sky Harbor. Meeting attendees are responsible for transportation between the airport and hotel. There are many dining and shopping options within walking distance of the hotel. We will provide transportation between the hotel and field trip location on the afternoon of February 12.

Please confirm your attendance by sending me an email no later than January 10, 2025. Reach out any time if you need more information or further assistance.

Sincerely,

Tina Gresham

National Policy Manager

Emergency and Domestic Programs

(208) 351-9857 | tina.gresham@usda.gov