



NCC Conference Call - Friday, March 7, 2008

Minutes

Participants

John Bowers	Kathy Handy
Kristian Rondeau	Susan Schechter
Dan Fieselmann	Randy McWhorter
Bruce Shambaugh	Kennoth Carnes
Stephen Knight	Erin Stiers
Jeff Knight	Christina Jewett
Vicki Smith	Lisa Jackson
Benny Graves	Joel Floyd
Adam Silagyi	

Short Updates

National

- NCC By Laws - The By Laws and the term rotation schedule have undergone a revision to clarify various aspects, and are presently being vetted by the NCC before being finalized. Both documents will be posted on the CAPS website after adoption by the NCC.

- NCC Letters - Letters to those participating in NCC business documenting their participation will be forthcoming soon, and will be based on the revised By Laws and term rotation schedule.

- NAPIS - A formal mechanism and point-of-contact is needed to collect and communicate various policy and issues concerning NAPIS. This is currently being done on an ad hoc basis, but needs to be formalized for management and communication purposes. This was a recommendation from the NCC meeting in Raleigh. The mechanism could be a Configuration Control Board (CCB) (formally proposed as a Change Control Board) or another 'committee,' and would include all stakeholders. The purpose would be to resolve issues surrounding NAPIS, data entry, codes, templates, appropriate data, etc., and communicate findings to the CAPS community. More discussion, suggestions, recommendations are needed.

CPHST

- Commodity Surveys - Discussed the need to broaden our scope with the commodity-based surveys to perhaps include ecological or industry-based surveys, e.g., a nursery survey. We also need a protocol for determining what commodity-based surveys will be developed next. The Small Grains Reference document is on the CAPS site for review.



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The Small Grains Survey Guidelines will be ready for review in early April, and the Grape Survey Guidelines will be ready to review in early May. The Pine Reference document is in CPHST undergoing internal review. The Pine Survey Guidelines should follow soon thereafter. There was some discussion on the fact that the Survey Guidelines do not contain data entry worksheets, and CPHST would need some guidance on this. It was suggested that this could be a task for the NAPIS CCB to coordinate.

- EWB/BB Trap/Lure Negative Data Update. The information has been reviewed by the Otis Lab, and the process is almost complete. The Forest Service will be asked for their input as well. This information will be amended to the EWB/BB documents when complete, and will serve as a guide for correct entry of negative data. There was some discussion that the EWB/BB Manual needs to be reviewed and updated as well.

National CAPS Meeting, December 2-4, 2008.

- Site. Tentative analyses of cost, hotel availability, etc., point towards Phoenix, AZ as the site of the national meeting. Four properties in Phoenix will be evaluated.

- Suggestions for Agenda. The discussion brought forth good ideas for the meeting that were captured. A separate communication regarding the agenda for the national meeting will be forthcoming, and will include ideas from other sources as well, for review and comment.

Note: Concurrent sessions for the PSSs and SSCs were held at the Central Plant Board meeting, and are planned for the Eastern and Southern Plant Board meetings. All PSSs and SSCs are encouraged to participate if possible. Due to cost, the Western Plant Board will not be able to have a PSS/SSC concurrent session. Hopefully, this session will be available next year.

Next NCC call will be on Friday, April 4, at 11:00 eastern time.

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.