



National CAPS Committee Annual Meeting  
Raleigh, North Carolina  
January 26 – 27, 2011

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The National CAPS Committee (NCC) meets annually to discuss the CAPS Survey Guidelines (due to be published in April for the 2012 survey year) and any changes that may be needed based on issues raised during the previous survey year and discussions with the various representatives' constituency. The NCC also needs to meet as a follow up to the National CAPS Conference held December 1-3, 2010, in Kansas City, MO. Many discussions were held during the CAPS Conference, and recommendations and suggestions from that meeting need to be acted upon and incorporated into the Survey Guidelines or other CAPS Program initiatives. This meeting will take those recommendations, prioritize, and develop action items with milestones and deadlines. The NCC also needs to discuss the transition from NAPIS to IPHIS for CAPS/Pest Detection data. Discussion of these items will begin before the meeting, and relevant material distributed in advance, but a 2-day, face-to-face meeting with discussion is needed to prioritize, assign responsibilities, and continue to move the CAPS program forward.

The meeting will be held on the Centennial Campus of NC State University in Venture II, Oak Island Conference Room #385, 920 Main Campus Dr., Raleigh, NC 27606. This is building #752 on the campus map (diagonal from Venture IV, the PPQ CPHST/ Eastern Region building #754). [http://www.ncsu.edu/campus\\_map/centennial.htm](http://www.ncsu.edu/campus_map/centennial.htm)

The meeting will start at 8:00 am and go until 4:30 – 5:00 pm each day, January 26 and 27. Lunch will be delivered. Menus will be provided in the morning. Plan for ~\$10.00 cash per day. Suggested travel days are January 25 and 28, 2011.

A block of rooms have been reserved at the Residence Inn – Raleigh Crabtree Valley (note: this is not our “regular” hotel as that one was totally booked with other USDA groups)

We have rooms reserved at the rate of \$89 + tax.  
Rooms are under the block "USDA-CAPS." They should be ready to reserve by 2:00 PM today. As usual, folks will need to call in and make the reservation with their own credit card. The room block will be held until Jan. 15.

Residence Inn Raleigh Crabtree Valley

2200 Summit Park Lane · Raleigh, North Carolina 27612 USA  
1-919-279-3000

<http://www.marriott.com/hotels/travel/rducc-residence-inn-raleigh-crabtree-valley/>

Vehicles will be available for transportation from the hotel to campus. Cab fare from the airport to the hotel is approximately \$30.



## Draft Agenda Items

### Review of the CAPS Conference

- White papers and reports from breakout sessions
- Action items

### 2012 Survey Guidelines

#### Pest Lists

- AHP Prioritized List – 2012 and future process
- Potato, cotton, stone fruit commodity surveys
- How to reconcile AHP and commodity pests lists
- Citrus-specific pests; continue or not?
- Other pest issues
- J-2 Workplan vs. Cooperative Agreement Language
- “APHIS will...”
- Data sharing
- Data management

#### IT Inventory on Equipment Purchases

- States track purchases (<\$5000 disposable equipment?)
- Guidelines for equipment purchases

#### *Cerceris* wasp as a Survey Method

- Pros and Cons
- Negative data

#### Outreach

- Performance measures
- Strategic plan
- Data collection

#### IPHIS

- Complexes and Templates
- Training for 2012

### CPHST Topics

- Otis Meeting Issues and Items
- Commodity Documents vs. Individual Pest Data Sheets
  - Pros and cons
  - Alternative presentations



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## ISPM Standards and Language

How to incorporate international standards and language into our survey program?

ISPM 6, 8, etc.