

**2010 National Cooperative Agricultural Pest Survey (CAPS)
Conference
December 1-3, 2010**

National CAPS Conference

Kansas City, Missouri

December 1 – 3, 2010

**2010 NATIONAL CAPS CONFERENCE
EVALUATION SUMMARY REPORT**

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CONFERENCE EVALUATION SUMMARY REPORT

The 2010 National CAPS Conference took place in Kansas City, Missouri from Wednesday through Friday, December 1st through the 3rd, 2010. The conference was designed to be a working meeting, with the intent to obtain input from the States and field on a variety of issues. This is a major opportunity for all involved to participate in the future direction of the CAPS program, and come away with a sense of ownership in the program. We will face the future together!

Specifically, the planning team designed and developed strategies to enhance the meeting experience for participants to create an environment to facilitate networking, information exchange and discussions. As a result, this year's meeting included guest speakers, technology demonstrations, taxonomic/diagnostic demonstrations, panel discussions, best practices discussions, and break-out sessions for various groups. Also, networking events included a welcome reception, networking breakfast and a banquet.

Topics

The meeting included various guest speakers and breakout sessions that included the following:

State Welcome

Collin Wamsley, SPRO, Missouri

PPQ Introduction

Rebecca Bech, Deputy Administrator, PPQ

Best Practices: Communication Success Stories; Forest Pest Outreach

Patty Douglass (PPQ, CT)

**Best Practices: Communication Success Stories; Oregon Invasive Species Council
PacNW Firewood Outreach and Education**

Helmuth Rogg (Oregon Department of Agriculture)

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The Tale of Two Moths – LBAM and EGVM

Gary Carpenter (PPQ, CO)

Stakeholder Communications

Jacob Hegeman (PPQ, DC)

A Program to Capture Outreach Performance

Todd Dutton (PPQ, MD)

Farm Bill Section 10201; FY 11 Processes and Spending Plan

Matt Royer (PPQ, MD)

Direction of Data Management for Pest Detection and CAPS

John Bowers (PPQ, MD)

IPHis Overview and Demonstration

Todd Schroeder (PPQ, MD)

CAPS Implementation of IPHis

John Bowers (PPQ, MD)

CPHST Support for CAPS

CAPS Fair – Field-level Presentations and Demonstrations

Breakout Sessions:

Pathway Approaches to Planning Surveys – Kristian Rondeau (PPQ, CO)

Are We Targeting the Right Pests – Brian Kopper (PPQ, NC) & Lisa Jackson (PPQ, NC)

What is Early Detection – Avi Eitam (PPQ, OH)

Standardized Accomplishment Reports – Julie Van Meter (SPRO, NE) & Chris Pierce (PPQ, MO)

Survey Supply Procurement Update

John Crowe (PPQ, MD)

CAPS Banquet

John Bowers (PPQ, MD)

State of the CAPS Program

John Bowers (PPQ, MD)

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Breakout Sessions – Peer Group Discussions: Discussion of How Can We Fulfill Our Mission in a Down Economy Relevant to the Perspective of the Various Roles

SPHD: Bruce Shambaugh (PPQ, WY)
SPRO: Benny Graves (SPRO, MS)

Breakout Sessions – Peer Group Discussions: Discussion of How Do We Improve Roles, Responsibilities and the CAPS Program Relevant to the Perspective of the Various Roles

PSS: Greg Buntrock (PPQ, SD)
SSC: Adrian Barta (SSC, WI)

Bio-Surveillance: Ceceris Wasp
Nichole Carrier (PPQ, CT)

Meeting Summary and Closing, Q&A, and Discussion
John Bowers (PPQ, MD)

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Evaluation Data

At the end of conference, participants were provided an opportunity to evaluate and provide comments related conference. The below chart reflects the average ratings participants assessed each area. Additionally, they were provided an opportunity to submit written comments. The evaluation form queried participants on conference facilities, logistics, objectives, content and materials, pacing and length of session, overall quality of speakers, panels, presentations and presenters. The table below details the individual evaluation scores and the overall meeting score.

Scale used:

| | Strongly Agree | Agree | Neutral | Disagree | Strongly Disagree | Not Answered |
|--|----------------|----------|----------|----------|-------------------|--------------|
| | 5 | 4 | 3 | 2 | 1 | 0 |

Data for question set # 1

The 2010 CAPS Conference provided the following opportunities:

| The 2010 CAPS Conference provided the following opportunities: | Strongly Agree | Agree | Neutral | Disagree | Strongly Disagree | Not Answered |
|--|----------------|------------|------------|-----------|-------------------|--------------|
| | 5 | 4 | 3 | 2 | 1 | 0 |
| 1. Addressing Latest CAPS Issues | 40% | 53% | 4% | 1% | 0% | 2% |
| 2. Networking Opportunities | 72% | 26% | 1% | 0% | 0% | 1% |
| 3. Opportunity to Find New Collaborators | 31% | 45% | 18% | 3% | 1% | 2% |
| 4. Sharing Ideas | 63% | 32% | 3% | 0% | 1% | 1% |
| 5. Opportunity to Interact with PPQ and other Stakeholders Representatives | 46% | 42% | 8% | 0% | 0% | 4% |

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Data for question set # 2

Please rate the 2010 CAPS Conference Planning and Logistics Support Staff:

| Please rate the 2010 CAPS Conference Planning and Logistics Support Staff: | Strongly Agree | Agree | Neutral | Disagree | Strongly Disagree | Not Answered |
|--|----------------|------------|------------|-----------|-------------------|--------------|
| | 5 | 4 | 3 | 2 | 1 | 0 |
| 1. Meeting Support Staff was responsive | 67% | 27% | 5% | 0% | 0% | 1% |
| 2. Meeting registration process went well | 68% | 24% | 6% | 0% | 0% | 2% |
| 3. Meeting facilities were adequate | 62% | 28% | 6% | 3% | 0% | 1% |
| 4. Kansas City is a suitable meeting location | 49% | 27% | 22% | 0% | 0% | 2% |
| 5. Hotel accommodations were satisfactory | 50% | 38% | 6% | 4% | 0% | 2% |
| 6. Quality of refreshments and meals were favorable | 44% | 35% | 16% | 4% | 0% | 1% |

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Data for question set # 3

Perception of Events:

| Perception of Events: | Strongly Agree | Agree | Neutral | Disagree | Strongly Disagree | Not Answered |
|--|----------------|------------|------------|-----------|-------------------|--------------|
| | 5 | 4 | 3 | 2 | 1 | 0 |
| 1. The Welcome Reception was appropriate | 47% | 40% | 4% | 0% | 0% | 9% |
| 2. Networking events were helpful | 51% | 42% | 5% | 1% | 0% | 1% |
| 3. Presentations were relevant | 36% | 56% | 7% | 0% | 0% | 1% |
| 4. Breakout sessions were successful | 53% | 40% | 1% | 4% | 0% | 2% |
| 5. CAPS Banquet was beneficial | 32% | 50% | 13% | 3% | 0% | 2% |
| 6. CAPS Fair was educational | 62% | 33% | 3% | 0% | 0% | 2% |

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Written Comments

In addition to the numerical ratings, participants were asked to assess other aspects of the meeting they felt strongly about based on their experiences and observations. Below is the question statement followed by the participants' response(s):

What went well or was most valuable for you during the 2010 CAPS conference?

- Networking with Federal and State personnel to address common issues among states. Help collaborate and find answers/methods to resolve these common issues.
- I liked the breakout session for their opportunities to get things done and changed, and not just talk about it.
- Networking, CAPS Fair, Q & A Panels, Discussions
- Meeting together was super. Best CAPS meeting ever (no, really!)! Breakout sessions were very successful, long enough, and improved from prior meeting. Opportunity to network with role peers – excellent! Facilitators excellent! Liked having people familiar with program do facilitation, Melonie was great! Having note takers (is) a good idea – let's be sure everyone sees the notes. Face to face conferencing – No comparison with electronic meetings. Worth it at twice the price. CAPS fair excellent, strategic interactions, new info, and new tools.
- It was all excellent. It is totally impressive that the speakers chosen to summarize for everyone after the breakout session, given only a few minutes to prepare, could do it so easily and excellently.
- The SSC breakout was great. Need to keep doing that, we have not other opportunity to meet with National SSC group!!
- CAPS: Fair and Identifier attendance most valuable (ER identifies missed). General organization (was) great. Facilitator (was) good.
SPHD: Time to GLBT was appropriate. Intro to SharePoint good (didn't answer questions). Info on Outlook good, EMS. Facilitator good.
- Networking, Networking, Networking.
- CAPS Fair was great. CPHST talk was good. Outreach topics day 1 (Weds).

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- The fact that it was a working meeting – not just a sitting, listening to presentations. Information Fair and networking sessions were great. Nice to have enough time in the breakout sessions for discussions and to have CAPS membership leading the sessions – not outside facilitators and they all did a good job. Liked the focus on CAPS not USDA.
- Breakout sessions to discuss top priority issues. Even if consensus wasn't reached on particular issues, many good ideas and varying perspectives were offered for our consideration.
CAPS Fair provided exposure to numerous tools, technology, etc. that will be useful for states to adopt. Do more of this.
- The CAPS Fair was invaluable as a means of meeting peers, understanding supply orders and databases, and just getting a concept of what others are doing in the program.
- Good discussions on changes in the program (IPHIS). The solicitation of input from various participants (PSS, SCC, etc.) is much appreciated.
- Breakout SSC/PSS session was very beneficial. Topic breakout sessions. CAPS Fair was great.
- Great networking opportunities. Great learning curve for Forest Pest outreach, great learning curve for firewood issues. Discussion on outreach performance – evaluation. IPHIS info, breakout sessions, standardized accomplishment reports.
- Networking.
- CAPS Fair, banquet, networking opportunity.
- The CAPS Fair was a great addition and should be continued.
CPHST presentation was great and enlightening as far as new helpful tools on the horizon, i.e. NAPPFAST coming out with state specific high risk targets.
Presentations on outreach, along with subsequent panel discussion were entertaining and helpful as the program adopts new ways to help with early detection.
The question box was a great idea that should be continued.
Breakout sessions and opportunities to discuss with peer groups – incredibly beneficial.
- The CAPS Fair was a good opportunity to meet people and learn about different tools. I liked that states had the opportunity to set up displays to showcase their work.
I met tons of new people thanks to networking sessions.
These meetings should continue as working meetings – a tremendous benefit for networking and expanding knowledge.

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- Networking and breakout sessions.
The SSC/PSS meet on Wednesday night was great – light structure, comfortable atmosphere because it was only SSC/PSS.
Kansas City was a better location than Phoenix because there is plenty to do within walking distance.
- Hotel was nice/helpful/friendly. Free parking was quite a perk. Food wonderful and plentiful – happy tummies make happy attendees. Plus lot of coffee.
Breakout sessions – working group meeting extremely valuable.
- The chance to meet with other SCC's and PSS's is critical and necessary to the continued success of the CAPS program.
- This was a very informative and substantiated meeting. I really liked the CAPS Fair and got a lot of good information from it. It should be continued and enhanced in future meetings.
- Organization was spot on. The meeting rooms were quiet enough (little mechanical noise) and excellent audio. The hotel should be commended.
The first state breakout room was a tad small.
Having sufficient time to discuss topics was much appreciated. These meetings are critical to the continued success of the program and must be continued.
Getting away from PPQ talking heads by having the breakout session is an improvement.
- Networking and new ideas for outreach. Helpful to have examples of outreach given, overview of IPHIS, etc.
- CAPS Fair is an excellent addition to the CAPS conference.
- Networking, interaction. Fair items were very helpful.
There are more tools offered for use that I (had) ever seen before!
The interest people showed was catching.
- Breakout sessions (as always) are very helpful. It's easy to discuss in smaller groups.
Working meetings are leaps and bounds ahead of a week full of PowerPoint presentations.
- The breakout sessions were very valuable to help in educating new PSS's and also help to obtain collaborators and provided information on what different states do and differences in responsibility. It also helps each state to see what different pests and technicians involved in other summary surveys.
The presentations were very helpful in making available new developments in the CAPS program and the direction states should go.

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- On the whole, I felt it was an excellent conference.
- Networking.
Patty Douglass – Forest Pest Outreach.
Breakout sessions.
IPHis overview.
Breakout sessions were very effective.
Networking was very valued.
Panel discussions.
Meeting coordination/support – GREAT!
CAPS Fair – Great Idea.
- The breakout sessions were the portion of the meeting where I felt that the most constructive work was accomplished, followed closely by the CAPS Fair.
- The breakout sessions helped define certain aspects of the job better, especially as a new employee.
The CAPS Fair was very helpful and a great way to network and set up future opportunities/training/contacts.
Networking sessions.
- Breakout discussions were interesting and valuable.
- CAPS Fair.
IPHis presentation – should have been longer.
Survey supply procurement program update.
Bio-surveillance by wasp – good presentation. Should not have been on last day.
- Networking, entire meeting not filled with talking heads.
This meeting was by far better than the last two meetings in Phoenix and Nashville.
- Forest and Firewood outreach presentations were excellent.
- Opportunity to meet with many of the people I work/interact with, usually remotely.
CAPS Fair was well attended and seemed to be well received.
- Overall good meeting!
- Outbreak section.
Interaction with SPHD, SPRO, SCC.
Abstract or introductions for presenters have been printed out.

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- Opportunity to find out in detail what tools are available to the states.
Opportunity to meet resource people.
The CAPS Fair was great! Good to have the intro session – the CPHST presentation.
- Breakout session by group (SPHD, SPRO, PSS, SCC) most valuable – free to talk – most pertinent to my needs.
CAPS Fair – very valuable, like the “Hands on Demos”; like walking around.
PSS – SSC networking session – once again feel “more free” to talk with like titles.
- Breakout sessions – I usually don’t like splitting the group at meetings, but for brainstorming session it works.
Facilitation was fabulous!
- Presentations were informative and valuable. Would like to see more discussion on risk communication, especially from an expert and probably have a topic including a panel discussion. Success stories are always helpful to the CAPS community.
Would like to see more discussion on how states are utilizing “bundled surveys”.
Having the opportunity to network with other SSC’s and PSS’s.
- Very overdue – to have both regions together, for CAPS.
Also, great idea to combine CAPS and SPHD meeting – saves money and travel time.
- Learning about forest pest outreach, both northeast and northwest.
I liked the brief overview of the CPHST programs.
CAPS Fair was nice – a good chance to discuss specific programs with people.
I appreciate the breakout sessions – smaller groups and directed conversations are very helpful.
The food was _____ at breaks.
Overall this was a very good meeting and is invaluable for maintaining a well run program. This conference is a necessity for the CAPS program and needs to occur in 2012.
- Breakouts were very beneficial.
CAPS Fair was very beneficial.
This meeting has improved greatly!
- Breakout sessions with peer groups.
CAPS Fair was good.
- The opportunity for everyone to get together and share experience and expertise.

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- The working breakout sessions were valuable and should be expanded.
The reception on the first night was good.
The “Meet 3 People You Have not Met” was a good activity – folks can get comfortable in their groups and need encouragement to mix it up.
The question box was an excellent addition.
- Interacting with neighboring state SCC’s.
CAPS Fair was very helpful.
Meeting our identifiers and seeing exactly what they expect.
I did enjoy the meeting overall.
- Reconnecting with colleagues and friends to strengthen the relationships that I rely on from day-to-day to carrying out my duties. Sharing ideas, hashing out similar problems and challenges.
- The CAPS Fair was a great idea and excellent opportunity to _____ and exchange thoughts and talk to other states.
Breakout sessions.
- Breakout sessions were most valuable along with CAPS Fair.
- The amount of time given to unstructured networking was great.
The presentations were all relevant and useful information.
This was a great conference, well organized, great facility.
- Meeting colleagues and officials from across the nation and learning more about various programs, surveys, and priorities in other areas. Sharing information.
Attending breakouts and comparing ideas.
USDA APHIS PPQ has a unique “family style” network that makes this interesting work and its challenges feel like a team effort regardless of what state(s) we work in.
- CAPS topic breakout provided a venue for substantial discussion resulting in a list of items for consideration. This list provides an opportunity to improve CAPS methods – exactly the outcome desired from such a meeting.
- Working and networking meeting was what CAPS community needs. Meeting worked well.
Networking sessions was very beneficial and needed especially for new personnel.
I learned so much from this meeting, and I have gained confidence in my ability to perform my roles and responsibilities.
Was able to make contacts across states lines to become more efficient in survey work, reporting, etc.

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- The 2010 CAPS Conference was very well planned and all the planned activities were beneficial. As a SCC I found the breakouts and the presentations relevant, well planned, and informative. The SSC breakout on the last day was exceptional.
- I found great value in the CAPS Fair. It was an excellent opportunity to network and to learn about the valuable resources that are available to help facilitate CAPS work in our state.
The breakout sessions were helpful and relevant. Very nice job in addressing the issues, questions, and concerns raised at the last meeting in Phoenix.
The meeting was well organized and planned.
Also, the casual atmosphere at the breakout sessions encouraged more input from folks.
Overall, this was a very successful meeting.
- Great breakout sessions and CAPS Fair allowing CAPS personnel to meet and trade ideas with each other. This meeting was by far the best of the last 4 CAPS National Meetings. All too often the states SSC's sit and listens to PPQ lectures and have no opportunity to interact with each other. this meeting provided good opportunities for CAPS people to interact.
- Networking and breakout sessions were excellent and it feels like we got a lot accomplished.
- Everything was excellent! The Fair was interesting and helpful. The networking was great!
The best was to introduce oneself to 3 others in the room, at the beginning of the conference. This made it easier to meet others.
The PSS/SCC networking lesson was also good. Although it was initially felt that we would be working during our own time, it worked well to have different stations, so that we could discuss and network with others.
- I loved the CAPS Fair.
Increased opportunities to interact through networking and breakout sessions were great.
The National CAPS meeting really helps me feel and operate as part of the larger CAPS program instead of being an in-state program.
I think including the PDC Facilitators has improved the meeting overall and that their involvement was even better than in Phoenix.
- CAPS Fair presentations.

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- The Fair was great!
The breakouts were great!
The meeting overall was very well organized and ran very smoothly – kudos to those behind the scenes.
The facilitators did an excellent job, maybe the first meeting I have been at that stayed on track and on schedule.
- CAPS Fair.
Targeting right pest breakout session.
- The CAPS Fair was a huge success – lots of action, interest and exchange.
The system of granting awards at the banquet, by peer groups, was as it should be.
It was nice that Rebecca Bech stayed for the whole thing rather than popping in for an
“appearance” then leaving – she showed huge support for CAPS.
- Facilitation team did a great job keeping meeting on task and on time.

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What could have been done better or differently to improve the 2010 CAPS Conference?

- Use less paperwork number references and spell out the actual titles.
- Add another day. Hand out contact list of all attendees. Would like state personnel to present examples of their ops, activities. CAPS 101 could be longer, more detailed. Have simple background entertainment at banquet (liked the awards, they are important, but keep it short).
- I really enjoyed the exhibits. It would be better if there was more detailed information about the programs, exhibitors for us keeping in mind that we are not laymen and that we are already interested and that these exhibits may be our only contact to learn exactly what others are doing – especially CPHST, outreach areas, NAPIS/IPHIS. It would be beneficial to have more details tailored to non-layman.
- CAPS: I'm less committed to outreach as being an important to Pest Detectors as the Trapping Program. One person asked if any pest were detected as a result of outreach, the answer was "0".
- SPHD: Disappointed by the PHP/AQI headquarters was not represented. There are often complaints that field is not caring about the SPHD's/Issues from questionnaire to SPHD's last spring were not addressed. Too much time to 106. Didn't get time to talk of difference between ER, WR and HQ, once discussion started.
- Eliminate the joint SPHD/CAPS arrangement.
- Another day – too bad the meeting had to be shortened. It would have been nice to support New Orleans by going there for our meeting and somewhere a bit warmer would have been nice.
It would have been helpful if Todd S. had given us a list of tablets, notebooks, pda's, etc. that people are currently using successfully with IPHIS. That way, those of us that need to purchase equipment would have a starting point of suggested items that might work for us. Right now I have no clue what to buy other than Windows and minimum OS. That seems a real crap shot with our very limited funds.
- Add an example or two of creative surveys performed as a presentation to meeting instead of limiting them to CAPS Fair display.

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- Please provide outlet/plugs for people with laptops! Please provide lunch options to gather antisocial folks (have announcements to meet in lobby, etc.). Thursday breakout session (AHP list) was not a fruitful discussion – I think we can have better topics where we really can contribute as a group to moving issues forward!
- A dictionary of acronyms included in the program; A directory of people and their roles to have handy for those that can't get online at the meeting; Maybe daily opportunities for breakouts and by roles.
- Conducting an NCC meeting at the national meeting is good – holding it as an open meeting that conference participants could observe and see the committee members in action would be very interesting. Transparency in the CAPS program has been greatly improved in the past few years – this would be another good step.
- Snacks at breaks. Hard to get back in time after lunch sometimes. Two and a half days seems that the events are crammed into such a short time frame (and) that makes for long days.
- Timing of meeting (week after Thanksgiving) is a terrible time for meeting/travel. This continues to be the time chosen for this meeting and needs to be changed. There should be presentations/sessions on work plan formats/preparation and financial paperwork. Also session combining SPHDS and BSC's in regional groups needed.
- Less time for CAPS Fair. Address e-commerce.
- Dedicated travel day on Friday. Half day not sufficient for all of us especially in winter with mountain passes to drive to get home. This is a safety issue. I left early because of it.
- Just a few nit-picky things: The breakout rooms were a bit small and microphone would have improved the experience, especially during the CPHST presentation. I think 1 or 2 more presentations could have been thrown in – there seemed to be a lot of downtime.
The coffee could have been better.
- I would have the breakout sessions by job title early in the conference. I would help people get to know each other early in the meeting and also ensure that people are still at the meeting and not left yet.
Providing lunch at the conference allows for more time to network and meet new people.

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- We really do need a little free time built in.
We could use even more time in our peer groups.
Many people in this group work out daily, so a hotel with adequate facilities is necessary.
The breakout sessions were great, it would have been even better if we could have gone to several or even all of them.
- Breakout rooms needed mikes – acoustics without were not adequate. Also prefer rooms equipped with table for ease of note taking. Hearing over AC/heat was difficult.
Have a longer meeting leaving evenings (or at least most) free to do own thing, be it paperwork or tourism or networking. Would rather have a longer meeting that 2 days 8:00 a.m. – 9:00 p.m. each day – no time to visit host city or catch up with office responsibilities that don't disappear while we're attending meetings.
Really enjoyed the CAPS Fair – just too much time allotted to it.
- Rooms require web access.
- Overall it was a very good meeting. I would like to see us have some discussion or workshops that we feel would benefit us. I like the Adult Lep workshop and the EWB and B___ workshops, but there might be others we could benefit from.
- Should have the meeting in New Orleans.
Work with the states that didn't send representatives due to constraints. Reiterate the mandate of attendance as this meeting is federally funded and should not be impacted by state budgetary constraints.
Lot of the new SSC's requested better training after assuming this new role.
PSS's undergo 6 weeks (?) of training but none for SSC's. There was a couple that had some training by Susan S. That was invaluable.
- Somehow get the SSC to interact with others (hospitality room). Do they feel welcome?
- I would have liked to see more examples of state bundle surveys, either at the CAPS Fair or presentation.
Microphones for the breakout sessions.
More state involvement in meeting presentations.
- I would like to have attended all the breakout sessions.
- Perhaps a balance of presenters instead of all PPQ. May half state and half PPQ presenters.

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- Before registration process, giving the opportunity for payment to debit or credit cards.
Better meeting rooms with audio systems ____ the occupancy levels.
- Cash only registration was a significant inconvenience.
Having scheduled (albeit “optional”) activities every evening was a bit exhausting and made me feel like I just spent 3 days inside a hotel. One or more of these events could have been held externally and formally out somewhere in Kansas City!
- While the CAPS Fair was good, too much time was devoted to it – 2 hours would have been plenty.
Not too much offered for morning breaks – hot chocolate would be nice, not everyone drinks coffee.
Ceceri's talk should not have been on the last day. Many people missed the presentation because they were already gone.
- Breakout sessions with PSS and SSCs should include SPHDS/SPROS.
End session when done, no need to keep group just for gaps in break service.
Longer educational fair – not enough time to see network with all.
- I didn't feel like talks on the first day yielded me very much info.
- The late night meeting (SCC/PSS) was appropriate; however after a day of meetings, I don't believe you will get as much brain-storming if you hold it after hours – maybe move to a day time session.
- The policy pontificating should be reduced. A frank evaluation of the need to have this meeting at this time was needed. With the CR in effect and CAPS funding on hold precluded a realistic discussion of future direction.
I saw little buy-in to IPHIS from the states it was more attitude of “We've got to do what?” How will it affect cooperative agreements? Who will pay for extra reporting or equipment for the field? How will states access the IPHIS data?
Legitimate questions that need states input.
- Don't end on a Friday at noon – leave all Friday for travel.
- More interaction with State Plant Health Directors from other states.
Networking sessions (reception) – should have been open to State Plant Health Directors.
- A bit more time to breakout by peer group. A longer session with a report generated from each group without necessarily a defined agenda.

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- Handouts of slides would be helpful, in addition to posting them online after the fact. Microphones for breakout sessions.
- Need greater than 30 minute breakfast period. Breakfast is also a valuable time to interact with cooperators, PPQ staff, etc.
- The Friday morning session caused travel problems. Need meeting to end on time for travel home.
Felt like the meeting was crammed into time allowed; realize problems with budget for meeting.
- Shorten the time for presentation to 15 – 30 minutes and give more different subject (particularly for survey, projects, etc.).
- Breakout sessions in smaller groups. Maybe break the Pathways groups into 6 – 8 smaller groups. Have small groups report back to whole –
Have each group have:
SSC Provide flipchart/small groups
PSS Small groups report back
? SPHD
? SPRO
Other
Then get a consensus from the whole group.
Can use flip chart sheets and then let everyone “vote” with 3 post-its.
There are better ways to encourage exchange of info and get input.
Have non-USDA people as well as USDA staff as session leaders.
- Need a microphone for Andy Kirk room.
- Don't require cash payment!!!
Don't combine with other meeting.
Too much time on outreach – non CAPS projects – none of this is funded by CAPS – if CAPS is considering additional funding for outreach, line out process, timeline, CAPS community input.
- CAPS Fair is important, but do we need to set aside 3 hours?
Would like to see breakout sessions run more than once to give the attendees the opportunity to sit in on more than one session. I think there have other sessions that may be of value.
More topics, discussions on CAPS related activities.
- How can we get more SPROs to attend?

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- The PSS/SCC networking session could have been held more informally – maybe at the Lucky Strike Bowling Alley. Need a full 3 day meeting.
The meeting should have been held Tuesday through Thursday with Monday and Friday as travel days only.
The coffee was not very good – but I’m a coffee snob.
- More state perspective on surveys/CAPS presentations (positives and negatives).
- More breakouts with peer groups. Have every speaker concentrate on things to help CAPS program. _____ on every aspect of the CAPS program.
Breakouts need to be done at beginning of meeting and notes from breakout discussed during meeting, and talked about again if needed.
- Could do more activities to remix participants to encourage development of new relationships.
- CAPS 101
The first impression I had of National CAPS was the 101 session. It was a rushed meeting that dealt vaguely with a newcomer’s role.
The first words spoken to the group by John Bowers was “Let’s get started so we can get finished”.
Either do not have a 101 session or spend more time giving attention to details that would be beneficial to a newcomer.
The breakout session “Are we targeting the right pest?” was good for discussing, but had difficulty answering the original question.
I enjoyed the session but it did not accomplish its purpose.
- Thursday breakouts to be followed up on by a secondary set of breakouts to pursue specific lines of thought from the first.
- Make it geared toward or driven by SSC’s (i.e. presentations by SSC’s rather than PPQ).
Supply acronym/definition list for newcomers.
- The meeting format (especially Phoenix and now) seems to be working very well. Just wish we had a bit more time this year for CAPS. Would add breakout sessions if possible.
- Adding one more breakout session instead of just one. Could have CAPS Fair one hour in evenings to accommodate.
- Having the meeting on a Tuesday-Wednesday-Thursday as opposed to Wednesday-Thursday-Friday might make it easier for travel purposes. Three day meeting is important. This year’s meeting should set the standard for future meetings.

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- The conference was run very well. It may be worth it to request that the SCC breakout be included as an activity for the next meeting with additional time.
- There are a lot of new SCC's. They are getting very little training and are floundering. They need some type of mentoring system that allows them to get some direction from peers rather than being told to check out the websites and figure out things on their own.
This is a CAPS meeting. Why are all the speakers PPQ? Should select some CAPS employees who are doing a good job and ask them to speak about how CAPS surveys are conducted in their states.
- Nothing.
- The CAPS Fair was given a little too much time for the number of booths. But a little too much is better than too little time.
- Talks could be condensed - 45 minutes too long – 30 minutes sufficient.
Directed activities for networking - often groups are formed that can be tough to break in to.
- Not enough demo or discussion of IPHIS.
- Good job!
- Warmer location – ability to walk to more places, restaurants, shops, etc.
Everything else went really well. Facilitators and meeting planners did a great job.
Maybe add a goofy get-to-know-you game for 30 minutes or so during banquet or before banquet.
More fun – a fun team building activity or organized fun outing. At a recent non-USDA meeting they went to a bar and had a bean bag tossing competition.
Even a bunch of board games and rent out one of the hotel meeting rooms for an evening.
Karaoke?
- I felt that many had not read the white papers for the breakouts, so the discussions were not what they could have been.
There needs to be a better, “gentler” explanation of IPHIS implementation – it’s going to be different but it won’t be all bad! IPHIS scares a lot of people – though most of what we survey for insect, let’s not forget about plant pathogens – the various phytophthoras, CWR, VG-99, etc.
- Another breakout session that would be helpful is a regional and/or plant board region breakout. This would bring all neighbors together to meet and begin relationship to allow multi-state survey coordination.

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Other Comments:

- Good conference!
- You all did an excellent job given the challenges you faced – combining SPHD & CAPS meetings. Thank you!
- Great to have east and west together. Please be sure presentations are posted on web. CPHST's Kevin H. was an important participant. Could we hear from USFS?
- The breakout sessions were very wonderful beneficial but to it is difficult to see and hear the speakers and be heard with the seating in an elongated u-shape.
- The combining of SPHD and CAPS turned the meeting to a CAPS meeting with Some SPHD sidebar meetings.
- Overall satisfied.
- John Bowers did a great job organizing and hosting. Enough food and excellent protein, vegetable, and fruit choices.
- The question box was great! Please keep doing that!
- These meetings are an absolutely critical component of maintaining a unified, cohesive and functional national program. If multi-state and regional surveys are to come about, the connections made at these meetings are what will make those possible.
- Good job!
- Find a hotel with adequate exercise facilities, multiple treadmills, stair climbers, stationary bikes, free weights, machines. The gym at the Marriott was currently being renovated and not fully functional during our stay.
- The overall feeling I got from this conference, more than any other national or regional CAPS conference I've been to, was an earnest desire to improve the program and be as accommodating and helpful to the states as possible. I've been very impressed with the changes in the last few years, and the continuous strive to keep making it better is admirable. After 7 years as an SSC, I finally feel like I know what I'm doing and where to go. We hope IPHIS provides same level of support and help that NAPIS has done over the years. Please find new jobs for NAPIS group within IPHIS.

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- During the banquet, if awards are going to be presented, a little more effort should be put into presenting the awards. In other words, why not read a few comments of the nominations as a lead – up. It's an award, so a little more ceremony, please!
- Thanks for the snacks at break.
- Meetings were well organized and allowed direct discussion with people from different echelons of the CAPS program.
- Can we get a list of meeting attendees and affiliations? It would help us to know who our new SSC's and PSS's are, etc. so we can make an effort to meet them and welcome them into CAPS community.
- CAPS Fair was great. Time allowed to interact with presenters was adequate to get to all of the sites. It's a keeper.
Plant Board Report type summary needs to be addressed when IPHIS comes on. Integrate data into the report as well.
IPHIS development at state level needs to incorporate historical NAPIS data and functionality. We rely on the data and will continue to do so and are concerned the new system will not have the functionality and accessibility once it transitions to people monitoring from pest monitoring.
- The folks who put this together need a cash award – this meeting was by far the best I've been to. It was very well organized – kudo's to them!
- Even though we are crunched for time, a small amount of free time would be helpful to enjoy the meeting city and avoid burn out before the week is over. Internet was \$10 per day. Also tough to check work email.
- Having to pay the registration fee on site with cash created a burden for me.
- I felt that the states representatives were talked at and that the bulk of presentations were aimed at APHIS participants.
With flat budgets PPQ needs to allow states more flexibility and PPQ needs to provide survey priorities that are negotiated with cooperators.
- IPHIS implementation needs more thought and planning – 2011 too soon to require IPHIS for PPQ program pest projects run by states, especially if initial training opportunities not scheduled until March.
- Keep up the good work moving forward.

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- This is a good group to have come together.
How many SPRO's usually come?
Not sure need to be annually. Maybe biannually?
Do a regional meeting in the off year??
East, West or East, South, Central, West
- Great food! Great conference!
This meeting should not be combined with other meeting.
In spite of that it was extremely well planned and executed.
- The program to capture outreach performance was okay – more examples could have been shown.
- Regional and national CAPS meetings are very important to maintain a quality and cost effective CAPS program.
- Money is the major concern for every state. Financial statements need to be discussed in order for everyone to know what is acceptable and what's not.
- Kudos to the team who put the meeting together!
- The meeting space is excellent.
The CAPS Fair was spacious and centrally located.
The meals were tasty and well balanced.
- I record my negative comment with understanding that this meeting cannot be everything for everyone. Overall it has been very beneficial. Thank you for all of your work.
- I enjoyed this meeting very much. The interactive events, CAPS Fair, etc. were particularly useful. Please continue your efforts to refine and improve this meeting, you are headed in the right direction. John, Brian, Kristen...excellent job! Thank you.
Would like longer breakout session for peer groups.
- Great Job to all those who put this together, attended, and shared ideas and information. This meeting was very open minded.

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- The SCC still need more direction in the area of establishment and coordination of State CAPS Committee. CAPS infrastructure funds are used for capacity building. Our CAPS personnel spend a lot of time coordinating surveys for line-item pests. We are often told that we aren't doing enough CAPS surveys to justify our infrastructure requests. If CAPS surveys are only those funded with post detection funds, why do we have National CAPS meetings and all of the speakers talk about Gypsy Moths, ALB, EAB, SOD, and other non-CAPS surveys?
- Please don't cancel the National CAPS Conference – it's a very useful/helpful tool to help improve/ensure success of program.
- Thank you for a great conference! This conference is very important and should continue.
- Larger print on name tags.
- Good job!
- Thanks to the facilitation team for helping things go well!
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Results and Recommendations

Results

The plan for the meeting unfolded as expected and on time.

Participants would have preferred more time for discussing the various agenda items

Based on the results of the evaluations received, comments and observations the goals and objective of the 2010 National CAPS Conference were accomplished and were well received.

Participants felt the meeting provided an excellent opportunity to network and create an environment to share ideas.

Comprehensive and collaborative planning played a key role in the overall success of the meeting.

Recommendations:

Continue the practice of planning for future *National CAPS Conference* meetings.

Continue the practice of guest speakers, panels, breakout sessions and networking events.

Develop strategies to create more discussion between panel member/speakers and participants.

Continue the idea of offering smaller concurrent sessions to create more discussion.

Allocate more time for discussion.

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Additional Feedback Forms

Due to the limited time allocated for the various topics, the meeting planners provided participants the opportunity to ask specific questions and provide comments related to the various agenda items throughout the meeting. Below are the questions and comments received on the feedback forms:

Questions:

Please provide any questions you want addressed by the National CAPS Committee.

- Where is the SPHD meeting evaluation form?
Could they look at redistributing PSS's from New England states to other mid-west and central states that are sharing PSS's? It seems more fair for smaller NE states to share rather than larger states with more acreage, crops and pest survey programs.
- What are the politics involved with budget?
- How can we get some focus on weeds? How can CAPS support the USDA initiated "Know your Farmer – Know your Food" campaign led by Under Secretary Kathleen Madigan? Can Caps (or is CAPS) involved in the "People's Garden" movement lead by Secretary Vilsac? – Dawn Holtzer – PPQ
- Tier 1 – SCC funded – Does this also cover CAPS survey work done by SCC? Or does this have to be all administrative? Some states use Tier 1 for survey, too - some don't.
- Would like to see training materials, webinars, resources, and contact section (super user) on the new CAPS web site. For example: How to's on filling out SF-424's, cooperative agreement packets, entering data, etc. (Allison Olofson – TX Dept of Ag. Allison.olofson@texasagriculture.gov)
- How to most effectively interact with CBP and the ports.
- Why is every state different in receiving funds? Is it who you know or population? Why is there no training for new people? Other than training for another peer group.

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Comments:

Please provide any comments you want to share with the National CAPS Committee.

- In the future, avoid joint meeting. Focus on CAPS and strive to _____ a particular group, i.e. SPHDS, as part of the overall audience.
- If IPHIs isn't ready, I hope that NAIDS won't be prematurely closed and everyone forced to suffer just because a deadline has been declared. Folks haven't had time to buy net books or tablets for data entry and with a continuing resolution and budgets already committed for 2011, funds aren't easily found to purchase what we need to use with IPHIS data collection. I'm still confused as to what to buy that will be most effective in field work and data collection. I didn't see any recommendations or examples from Todd S. or that CAPS people are recommending that work with IPHIS in field data collection.
- Leaving the premises for lunch made it hard to get back in time sometimes.
- I liked the networking opportunities and ice cream, but maybe break out in peer groups earlier on. The CAPS fair was given too much time.
- Kansas City was a fun location with lots to do. Refreshments at break were great. The break outs and time with peer groups were productive. The hotel is comfortable, but it would be better if our rooms were all in the same tower. The fitness center was really lacking.
- Is there a way to include trap instructions and set up when providing traps? As well as where lures should be placed to ensure traps are set out correctly. Recently had to go online to see how the "Intercept Panel" traps should be set up.
- Conference was very informative. The networking and _____ conference was helpful and what I needed as a new SSC. The approachability of all NCC members is excellent. After this conference I feel that I have a strong arsenal of contacts and resources that will assist me in my roles and responsibilities as a SSC. Wish conference was 3 full days instead of 2 ½. (Allison Olofson – TX Dept of Ag. allison.olofson@texasagriculture.gov)
- Thanks for a great meeting! Excellent networking/collaboration opportunities. Great that it was a "working" meeting and not only presentations.
- Please, please don't cancel the National CAPS meeting(s). It would be very detrimental to the cohesiveness and goals/mission of a national program. It (cancellation) will make it much more difficult to coordinate (between states) and keep us on the track moving towards the same goals.

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- Money is the major problem for every state. CAPS program are at a standstill and cannot grow if this is not addressed.
- Federal people need to tell the states what they want them to survey for because bottom line this is what happens anyway. The pest PPQ wants you to survey for is the pests that get funded. It would save some folks a lot of time and end result, money.