Meeting called to order at 1:00pm EST.

Participants: Kristen Farrar, Debbie Woodbury, Fatima Osman, Irene Lavagi, Catherine Jones, Natalie Anderson, Pamela Hornby, Dianne Coats, Dave Prokrym, Erich Rudyj, Vicky Scharlau, Bob Martin, Rhonda Smith, Kevin Ong.

The meeting was called to order by Kristen Farrar, co-chair of the NCPN Education & Outreach Committee. Co-chair Debbie Woodbury recorded minutes.

Review and approval of minutes from last meeting: The minutes for the May 15, 2018 meeting were accepted.

Update from June 12-13, 2018 Meetings in Portland, OR: Several outcomes resulted from the E&O Communication Planning and Coordinator Meetings in Portland earlier in the summer. Erich Rudyj reported on next steps regarding the efforts to create an updated Communication Plan that is in sync with key strategic initiatives. During the formative years, the NCPN management team focused primarily on Governance and Operations. That focus is being expanded now to some additional priorities, including quality management, economic studies, and virus information management. Additionally, options are being explored to expand E&O activities from “tool” development to “delivery” via an Extension element, and ideas are being explored for the best way to provide leadership for such activities. These expanded priorities have led to the realization that more face-to-face meetings will be needed to make significant progress. Thus, the Communication Plan effort will likely continue with 2 additional 3-day meetings in the coming year. A proposal to fund these meetings is being created, with the intent of funding them independently from the Tier 2 crop funding.

Another outcome of the Portland meetings is the creation of several resources for the Coordinator group. A Coordinator Handbook is being developed to help new coordinators get up and running as they come on board, so they can benefit from the processes and products already created by other coordinators. Also, Google Drive has been identified as the new source for document storage and sharing between coordinators, replacing Collaborative Tools. The NCPN website has recently been updated to also include information that all active NCPN participants may find helpful, such as virus fact sheets. The “Contact Us” link has been reactivated and inquiries will be answered in a timely manner. New tools are in development, including a PowerPoint Template with an NCPN theme. The template is being used to create an NCPN Overview Presentation that may be adapted and used by coordinators and other stakeholders.
**Newsletter:** The next issue will focus on the five initiatives being pursued at the National level: Planning, Education & Outreach, Economic Benefits, Quality Management, and Scientific Information Sharing. Debbie will work directly with Erich and Dave to develop this issue. The issue after that, targeted for November publication, will feature NCPN Grapes.

**Project Updates**

**Berries:** Bob Martin reported that the Tier 2 will meet in May. In the meantime, the group is developing a consolidated RFP, participating in the Database Management initiative as well as the Nursery Certification effort. Work is underway to hire a Berries Coordinator.

**Roses:** Natalie Anderson reported that the group is currently working on the RFP and the Ad Hoc committee will meet at the end of Sept. The next Tier 2 meeting will be in April 11-12, 2019, at TAMU. NCPN Roses representatives are participating in association meetings to provide information about diseases caused by virus and the clean plant mission. Dr. David Byrne wrote an article for the American Rose Society magazine focusing on the NCPNR and its mission. Natalie has finished the first draft of a NCPNR factsheet and has sent it out to the Tier II governing board for review. Pamela Hornby reported on the NCPNR outreach effort conducted at the Texas Nursery and Landscape Expo during August 2018. Kristen Farrar sent ~1000 NCPNR trifolds to Bob Martin (current American Rose Society president) for inclusion in new member packets.

**Sweetpotato:** Dianne Coats reported that harvest is underway at the Sweetpotato clean plant centers, and the Ad Hoc group will meet on September 13 to review the RFP.

**Citrus:** Irene Lavagi and Fatima Osman reported that the RFP in work will focus on mitigation efforts for HLV. E&O activities this summer included field days, a High School event, and the presentation of a poster at APS. Citrus also hosted representatives from Korea and have recently updated their tri-fold brochure.

**Grapes:** Kristen Farrar reported that the RFP is in work and the Ad Hoc Committee will meet on Oct 9. There will be a Tier 2 meeting in November. A poster entitled “The National Clean Plant Network: Improving status and availability of clean stock” was authored by all NCPN crop chairs and vice chairs and presented at the International Congress of Plant Pathology in Boston, MA. There is a new fact sheet in the works on the value of starting with clean planting stock in grapes.

**Fruit Trees:** Catherine Jones reported that the Ad Hoc committee will meet at the end of September, in conjunction with a Tier 2 face-to-face meeting.

**Hops:** the tri-fold brochure is still in work, with revisions requested by the Tier 2; the brochure will be shared with the E&O committee before printing. The new Hop website has been put on hold for now, due to resource constraints at WSU.

**Next NCPN E&O:** target date for the next teleconference is late November/early December 2018.

**Meeting adjourned at 2:34pm EST.**