

APHIS ANNUAL AGREEMENTS MEETING
Day 1 – Tuesday, April 13, 2010

Conference Center A & B

TIME	ACTIVITY	SPEAKER
8:00—8:30	Registration —Lunch Selection	Conference Center Lobby Area
8:30—8:45	Opening Remarks	Mr. Kevin Shea APHIS Associate Administrator
8:45—9:15	FMMI/FFIS Conversion Overview	Ms. Kelly Huszar, Budget Analyst and Team Leader Budget Execution Support Branch, FMD
9:15—9:30	Break	
9:30—10:00	APHIS and USDA Budget Priorities/Outlook	Mr. Stephen Kidd Budget and Program Analysis Staff
10:00—10:45	Federal Financial Management—A Dynamic Vista.	Mr. Matt Faulkner Director, Credit, Travel, and Grants Policy Office of the Chief Financial Officer
10:45—11:30	Civil Rights/EEO <ul style="list-style-type: none"> • Accountability for Federal Financial Assistance Recipients; • Receiving and Processing Program Discrimination Complaints. 	Ms. Tanika Greene Management and Program Analyst Civil Rights Compliance Reviews Team Leader
11:30—12:30	Lunch	
12:30—1:30	National Clean Plant Network: <ul style="list-style-type: none"> • Program update. 	Mr. Erich Rudyj Coordinator, National Clean Plant Network
1:30—2:00	Citrus Greening in the US: The Role of CPHST.	Dr. Ron Sequeira National Science Program Leader Center for Plant Health Science and Technology (CPHST)
2:00—2:15	Break	
2:15—2:45	Overview and Update WS Programs	Mr. John Sinclair Director, Wildlife Services

2:45—3:30	Animal Disease Traceability: <ul style="list-style-type: none"> • New Approach. 	Mr. Neil Hammerschmidt Animal Identification Coordinator USDA-APHIS, Veterinary Services
3:30—4:15	Cooperation with Tribal Government	Ms. Janet Wintermute Native American Program-Delivery Manager, USDA-APHIS-OA-CREC.

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APHIS ANNUAL AGREEMENTS MEETING

Day 2 – Wednesday, April 14, 2010

Conference Center A & B

TIME	ACTIVITY	SPEAKER
8:00—8:30	Check In – Lunch Selection	Conference Center Lobby Area
8:30—9:15	Pre-award: <ul style="list-style-type: none"> • What are the requirements, conditions, and uses? • How do we handle pre-awards under a Continuing Resolution? 	Ms. Anita Ridley, Manager Center Manager Agreements Services Center
9:15—9:30	Break	
9:30—9:45	VHS Cooperative Agreements for Aquaculture: <ul style="list-style-type: none"> • Challenges. 	Dr. Jill Rolland Assistant Director Aquaculture Program, Farm Animal Welfare Coordinator
9:45—10:00	Agreements Articles: <ul style="list-style-type: none"> • How articles are selected for various agreements? • How do the articles used in APHIS agreements compare to other Departmental Agencies, such as ARS? 	Ms. Anita Ridley
10:00—10:30	Amendments: <ul style="list-style-type: none"> • When can amendments be done, what are the restrictions on amendments, what kinds of things can be amended? 	Ms. Eileen Berke Managements Analyst Agreements Services Center
10:30—11:00	Procurement Requirements Under Agreements: <ul style="list-style-type: none"> • How does the ADODR ensure the contracting efforts meet Federal and State procurement regulations? • How do we ensure that a cost or price analysis is performed for all sole source contracts? 	Ms. Anita Ridley
11:00—11:30	Negotiated Indirect Cost Rates and Cost Allocation Plans: <ul style="list-style-type: none"> • Negotiated Indirect Cost Rates and Cost Allocation Plans—what is the difference between the two and how they can be applied towards agreement budgets? 	Ms. Cathy Christensen Accountant User Fees Section

11:30—12:30	Lunch	
12:30—12:45	Payment Request, SF-270: <ul style="list-style-type: none"> • What fields are verified when reviewing the payment requests and where are they submitted? 	Ms. Vicky Irving Management Analyst Agreements Services Center
12:45—1:00	Federal Financial Reports, SF-425: <ul style="list-style-type: none"> • What fields are verified when reviewing the financial reports and where are they submitted? 	Ms. Vicky Irving
1:00—1:30	APHIS Cost Management System (ACMS): <ul style="list-style-type: none"> • What is the status of ACMS updates for pulling reports? • Is ACMS the only system APHIS will use to track agreements in every stage of the award, monitoring, and close-out process? • How do we handle tribal addresses-most only provide PO Boxes on the SF-424, even when there is a physical address? • What is the proper use of the ACMS for document attachment and the importance of recording all obligations, increases and decreases into the ACMS? • Are there any plans to for entering agreements expenditures (SF-270) into ACMS? 	Ms. Tammie Long Management Analyst and ACMS Administrator Agreements Services Center
1:30—1:45	Special Initiatives—Pilot Programs in Veterinary Services: <ul style="list-style-type: none"> • Multi-year agreements; • Entity based agreements; • Potential for APHIS wide implementation. 	Ms. Anita Ridley
1:45—2:00	Status of Agreements Manual: <ul style="list-style-type: none"> • Discussion on significant changes in drafts of August 2009; • Where are we going in the future of agreements—what’s on the horizon? 	Ms. Anita Ridley
2:00—2:10	OGC Decisions: <ul style="list-style-type: none"> • What can we share that apply to all? 	Ms. Anita Ridley

2:10—2:15	Record Keeping Requirements: <ul style="list-style-type: none"> • What records should be kept with the • ADODR versus the ADO? 	Ms. Anita Ridley
2:15—2:30	Break	
2:30—2:45	APHIS Compliance Reviews: <ul style="list-style-type: none"> • What are the most common errors, problems, and findings during reviews/audits? 	Ms. Rochelle Langley Management Analyst Review and Analysis Branch
2:45—3:00	Fraud Waste and Abuse: <ul style="list-style-type: none"> • Contact information. 	Ms. Anita Ridley
3:00—3:15	A-133 Audit Requirements: <ul style="list-style-type: none"> • Who has access to/receives them and how do the Regional agreements staffs become aware of questionable findings? • How do we obtain a copy of A-133 Audits? • GAO/OIG Audits—Frequent Audit Findings 	Ms. Joan Conway Review and Analysis Branch
3:15—3:30	De-obligations: <ul style="list-style-type: none"> • New process of automatically removing based on final SF-425. 	Ms. Christina Klaus Management Analyst Agreements Services Center
3:30—3:45	Bona fide Needs Rule & Interagency Agreements: <ul style="list-style-type: none"> • Applicability of the bona fide needs rule to IAs under the Economy Act. 	Ms. Heather Trainum Management Analyst Agreements Services Center
3:45—4:00	Status on Technology Transfer Agreements: <ul style="list-style-type: none"> • Material Transfer Agreements; • Confidentiality Agreements; • Cooperative Research and Development Agreements. 	Ms. Daphne Reid Management Analyst Agreement Services Center
4:00—4:15	Interagency Agreements with FAS: <ul style="list-style-type: none"> • What is the status of wire transfers for foreign cooperation? 	Ms. Anita Ridley