

Zoom link: https://www.grin-global.org/NPGS_news.htm

Agenda August 26th, 2025

AdCom Members				
	Lisa Burke*	Ben Gutierrez	Benjamin Bartlett*	Jill Bushakra / April Nyberg
Jenny Smith*	Nick Stigura/ Tiffany Fields	Lisa Taylor/ Melissa Scholten	Hannah Tetreault* /Alison Latona	Melanie Schori*
Trevis Huggins	Zach Stansell	Stacey Estrada – Super coop rep.	Todd Rounsaville	Vivian Bernau
GG Development Team				
Pete Cyr	Kurt Endress	Gary Kinard	Adam Mahan	
Benjamin Haag	Mark Millard	Marty Reisinger	Cullen McGovern	

*Change control board

Visitors: [see end of minutes](#)

Approve meeting minutes – **Nominated:** **Melanie** **2nd:** **Jenny**

Roll Call: [see end of minutes](#)

Agenda:

Use AdCom time to discuss and prioritize immediate needs and determine a plan for addressing them within the scope of constrained resources. Ex.: Re-prioritize Trac items and discuss timeframes. **(BH)**

Benjamin: Ask AdCom establish month-to-month priorities so the backlog of trac tickets can be addressed in a reasonable time frame and consider current staffing limitations.

- **Questions for implementation:**
 - Prioritize by age of trac?
 - Priorities identified by a certain person (Marty)?
 - Review by ticket owner? Developer checks off?
- **Lisa B.:** How to manage old tickets? [982 ACTIVE tickets going back 15 years](#)
- **Marty:** Different attempts have been made in the past including a list created a few years ago as an NPGS-wide discussion (April 11 & 25, 2023 recorded meetings).
- **Mark:**

- Suggestion to review tickets from most current to the oldest. Prioritizing newer tickets addresses current user issues that are impacting workflows.
- Is there a uniform way to notify trac testers something has changed? (Can be done on the trac website)
- **Stacey:**
 - Ask developers to provide information about what kinds of tasks they can and cannot accomplish with current conditions. (E.G. data updates, dataview modifications, PW updates, etc.) .
 - Suggests each month focus on a certain focus area of GG development (E.G. PW, Clonal needs, orders, inventory, GG tools, etc.)
- **OVERALL ASK:** Each GG user compiles a list of tickets that they would like to see completed. Concurrently, developers review recent tickets for value & ease of completion
 - **Marty:** Volunteered to review AdCom minutes to check for approved tickets that were not completed
 - **Pete:** Volunteered to create list of CT related trac tickets

Pete:

- Security vulnerability management lost 2/3 of staff, slow to process curator tool scan requests.
- Secured approval for 1.21.25 build.
- 6 more CT builds are waiting for scan: will be combined into a single, large build to streamline vulnerability management scanning. Larger build requires more testing users to address all new components.

New Business:

1. Topic Item: newly available order-related fields (SE)

Completed Trac tickets: 2621, 2684, 2685, 2704, 3001

- Order Wizard items
- Order Packing Lists
- Site (fields populated)

Stacey will submit trac tickets:

- Populate Site table fields
 - o AdCom decision to initially populate all sites with the same information
 - o Discuss use of new fields with non-ARS sites (TOB, TGRC, DLEG, Forest Service, etc.) that may need separate distribution disclaimer statement.
 - o Statement may be revisited in the future
- Production server system-wide reports (.rpt and .rdlc)
 - o Transfer a compressed folder of the updated files to Benjamin
 - o Including the packing list with new fields and bug fixes

- **Packing list update:**

New fields available: Distributed form type, production location, genebank system name, packing disclaimer, etc.

RDLC under development

- **Site table:** new fields need to be populated with text.

	Site ID	Genebank System Name	Site Short Name	Site Long Name	Institute	Note	Standard Packing Disclaimer	Created Date
	2		BRW	Natl. Germplasm				8/1/1993 7:00
	30		CLO	Clover collection				4/14/1994 7:00
	3		COR	Natl. Germplasm				8/1/1993 7:00
	1		COT	Cotton Collection				8/1/1993 7:00
	4		DAV	Natl. Germplasm				8/1/1993 7:00
	10		DBMU	Database Manag				8/1/1993 7:00
	33		DLEG	Desert Legume P				7/31/1996 7:00

Genebank System Name Text:

USDA ARS National Plant Germplasm System

Standard Packing Disclaimer Text:

This germplasm material is being distributed freely by the U.S. National Plant Germplasm System (NPGS) for educational, agricultural research or breeding purposes. USDA provides this material to

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2. Production location and viability now available in the OW Order Wizard update:

Order Wizard v1.25.5.20

6 of 11 | Order Number: 361960 | Items: 8

Order Filters: Selection (selected), My Orders, My Site's Orders, All Sites' Orders

Order No. (selected) 361965, 361964, 361963, 361962, 361961, 361960, 361959, 361958, 361957, 361956, 361955

Find Local No.

Orders Actions Attachments Phyto Log Web Orders

Ordered Date: 8/20/2025 Owner Site: NC7 Order Type: Distribution Original Order: Final Recipient:

Local Number: D Completed Date: Order Obtained Via: Web Order

Intended Use: Research Intended Use Note: Genetic Studies. Research use notes: These

Total Cost: \$0.00

Web Order Request Data: Web Order Request Web Cooperator Email Primary Phone

Special Instructions

Order Wizard displays viability & inventory production location

New Item Renum Items

Intention	Noxious Restriction	Web Order Request Item	Inventory Prefix	Inventory Number	Inventory Suffix	Inventory Type	Production Location	Percent Viable	Tested Date	Inventory Maintenance Policy	Taxon
		2508808	PI	443848	88ncei01	SD	Colombia, Antioquia	80	8/19/2022 ...	NC7-maize.pop.G...	Zea mays su
		2508809	PI	444533	06ncei01	SD	United States, Puerto Rico	90	8/19/2022 ...	NC7-maize.pop.G...	Zea mays su
		2508810	PI	471824	14ncei01	SD	United States, Puerto Rico	99	10/30/2015...	NC7-maize.pop.cl...	Zea mays su
		2508811	PI	514701	86nceo01	SD	Colombia, Valle del Cauca	85	7/17/2023 ...	NC7-maize.pop.G...	Zea mays su

Roll Call:

Here?	Name	Site affiliation	Represents	Note	Super Coop Rights?
yes	Alison LaTona	NLGRP	AdCom	NLGRP backups/ PVP	
	April Nyberg	COR	AdCom	Distribution manager	Yes
	Ben Gutierrez	GEN	AdCom		Yes
	Benjamin Bartlett*	SOY	AdCom*	*Change Control Board	
yes	Hannah Tetreault*	NLGRP	AdCom*	*Change Control Board . Acting seed curator	
yes	Jenny Smith*	DAV	AdCom*	*Change Control Board . Clonal	Yes
yes	Jill Bushakra	COR	AdCom		Yes
yes	Lisa Burke*	NC7	AdCom* Chair	*Change Control Board . Seed Storage	
yes	Lisa Taylor	W6	AdCom	Seed storage	Yes
yes	Melanie Schori*	DBMU	AdCom*	*Change Control Board . Taxonomist	
	Melissa Scholten	W6	AdCom		Yes
yes	Nicholas Stigura	S9	AdCom		Yes
yes	Stacey Estrada	NC7	AdCom Secretary	Super Coop rep/ Orders/ Data mgmt	Yes
yes	Tiffany Fields	S9	AdCom		Yes
	Todd Rounsaville	NA	AdCom		Yes
yes	Trevis Huggins	GSOR	AdCom	Curator, Rice genetic stocks	Yes
yes	Vivian Bernau	NC7	AdCom	Co-curator, Maize	
	Zach Stansell	NE9	AdCom	Curator, Hemp	
	Adam Mahan	NC7	DEV	Research Leader (NC7)	
yes	Benjamin Haag	DBMU	DEV	Server / Dataviews	Yes
	Cullen McGovern	NLGRP	DEV	IT lead (NLGRP)	Yes
yes	Gary Kinard	DBMU	DEV Chair	Research Leader (DBMU)	
	Kurt Endress	DBMU	DEV	Contractor (Institutional knowledge)	
yes	Mark Millard	NC7	DEV	Co-curator, Maize (Institutional knowledge)	
yes	Marty Reisinger	DBMU	DEV	Training / Documentation	Yes
yes	Pete Cyr	NC7	DEV	Curator Tool / Wizards	
yes	Cassa Munroe		Visitor		
			Visitor		
			Visitor		
			Visitor		
			Visitor		