

Meeting Summary

CSTE Executive Board Conference Call

December 7, 2011

AGENDA

Agenda Item	Discussion/Action Needed
Minutes- Tom Safranek Handout: EB 11_9_11.doc	The November Executive Board conference call minutes were approved. Action Item: None
National Office Updates- Pat McConnon Handouts: APHIF stats for EB meeting LEI Factsheet 20111102.docx	Pat provided the Executive Board with National Office updates on the following: 1. The Epidemiology Training Workforce Catalogue can be accessed at www.cste.org/workforcetraining. The Workforce Catalogue contains a list of training courses available nationwide. It was developed for epidemiologists who are working at the state and local level and are current employed as applied epidemiologists. Action Items: • The Workforce Catalogue link will be forwarded to State Epidemiologists the week of Dec. 5, 2011, for feedback. • The link will go live on the CSTE website after feedback is received. 2. Update on the new Informatics Fellowship. Host site statistics: 35 submitted – all billets available at www.aphif.org • 25 accepted - o 7 local/city; 18 state HD • 8 rejected - o 3 local/city; 5 state HD • 1 rescinded - o 1 state laboratory • 1 pending final decision - o 1 state HD Fellow statistics: 29 total • 25 in draft - o 4 have indicated competencies in PH Informatics - o 3 are not eligible for this year's program - o 18 unknown – incomplete applications

- 4 submitted
 - o 3 highly qualified
 - o 1 does not meet program requirements

Recruitment (as indicated in application – some are incomplete and missing data points):

- 14 from School of Public Health
- 3 from APHA Conference
- 4 from APHA website
- 2 from PHII website
- 1 from CSTE website
- 5 Other: email from friend, UNITID fellowship program, mailing list, etc.

Action Item:

None

3. Below are the CSTE International Consultancies that are scheduled through the end of 2011 and the beginning of 2012.

CSTE International Work:

- Ukraine/Flu – Chris Hahn - November
- Afghanistan/Flu – Steve Ostroff - November
- South Africa/Flu – LaKesha Robinson - November
- Russia/Flu – Pat McConnon - December
- Bangladesh/BRFSS – Youjie Huang
- Nepal/Flu – Joe McLaughlin - January
- Bangladesh/Flu – Ruth Lynfield - February
- Rwanda/Flu – Jim Hadler - February

Action Item:

None

4. CDC Laboratory Efficiency Initiative

The CDC Laboratory Efficiency project group has requested a CSTE Infectious Disease member to represent CSTE on this project.

Action Items:

- The group would like to schedule a presentation to the Executive Board during a conference call. Date has not been determined.
5. The 2011-2012 CSTE Committee Structure Vacancies
 - Epi-X Editorial Board
 - o Meets once a year in Atlanta.
 - APHA
 - o Mel Kohn was the previous liaison.
 - ASTHO
 - o This vacancy is usually filled by the CSTE President.

	Action Items: • Name put forward for the APHA Liaison: Elizabeth Bancroft (CA) • Tom Safranek will fill the ASTHO Liaison vacancy.
Draft Agenda for January Board Meeting Handouts: EB Near Final Agenda_Jan2012 (3).doc VIP Reception list 2011.xls	Pat reviewed the draft agenda and the VIP reception list for the upcoming Executive Board Meeting, Jan. 25-27, 2012. Action Items: • Executive Board members are to develop questions in area of interest for invited speakers prior to the January meeting and forward to Pat for coordination. • Formal invitations to speakers will be mailed the week of Dec. 5, 2011.
Sr. Chronic Disease Epidemiology at state Level- Tom Safranek Handout: None	Tom Safranek has brought forward a proposal to develop an initiative to strengthen Chronic Disease Epidemiology at the state level. He has proposed a one-day meeting to develop an action plan. Action Item: • Tom will take the lead on this proposed concept and follow up with the Executive Board.
Annual Conference Update- Laurene Mascola	Laurene provided the Executive Board with a brief summary of proposed plenary speakers for the Annual Conference. Action Item: None

ATTENDANCE

NAME	POSITION	PRESENT
Officers		
Tom Safranek	President	Y
Laurene Mascola	President-Elect	Y
Steve Ostroff	Vice-President	Y
Tim Jones	Secretary-Treasurer	Y
Chairs		
Sara Huston	Chronic Disease/Oral Health/MCH	Y
Alfred DeMaria	Infectious Disease Epidemiology	Y
Martha Stanbury	Environmental/Occupational/Injury	N
Members-at-Large		
Katrina Hedberg	Cross Cutting 1: Local, Workforce, Alcohol, Alcohol and Other Drugs Indicators, Overdose, Substance Abuse Committee Chair	Y
Janet Hamilton	Surveillance Informatics Steering Committee Chair	Y
Joseph McLaughlin	Cross Cutting 2: Tribal, Disparities, P Law, Border and International Health and Bioterrorism/Public Health Preparedness Committee Chair	Y
Pat McConnon	Executive Director	Y
LaKesha Robinson	Deputy Director	Y
Jennifer Lemmings	Epidemiology Program Director	Y
Beverly Christner	Operation Director	Y
Guest		
Amanda Masters	Workforce and Fellowship Coordinator	Y

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