

Meeting Summary

CSTE Executive Board Conference Call

April 4, 2012

AGENDA

Agenda Item	Discussion/Action Needed
Minutes- Tom Safraneck Handout: EB 3_7_2012.doc	The March Executive Board conference call minutes were approved. Action Item: • Post minutes to CSTE Website
Conference Updates- Beverly Christner Handout: None	Beverly Christner provided a registration update. • Early-bird registration deadline is April 20, 2012. • Total registration as of April 4 is 349. • Ninety percent of registered participants have signed up for the Sunday Workshops or Meetings. • Seventy-five percent of registered participants have signed up for the CSTE Receptions. • The final agenda is now available in hardcopy or electronic format and sixty percent of registered participants have selected to receive the electronic format agenda. • Ninety-nine participants have signed up for the Group 5K Walk/Run. • A total of 114 banquet tickets have been purchased. • There are ninety-eight first time participants who will attend this year's conference. • The Hilton Hotel is close to being sold out. • The Program Agenda is in the process of being finalized. • The call for Late-Breaker Abstract has been announced and the submission deadline is April 13, 2012. Action Item: None
Position Statement Updates- Jennifer Lemmings Handout: 2012 Position Statement Summary.xlsx	Jennifer Lemmings provided the Executive Board with a position statement update. • A total of fourteen position statements were received during the Ordinary and Expedited Process. ○ One (1) Surveillance and Informatics ○ Three (3) Chronic Disease/MCH/Oral ○ Three (3) Environmental/Occupational/Injury ○ Seven (7) Infectious • The Steering Committee chairs will receive the submitted position statements by April 19, 2012. • Position statement authors will receive comments by May 3 and revisions must be submitted by May 10.

	• The 2012 position statements will be posted to the CSTE Website on May 17. • Pat noted that there are two 2011 position statements that have not received a response and reminder letters have been sent to the Agency for response. Action Item: None
National Office Updates- Pat McConnon Handout: None	Pat McConnon provided an update on National Office Issues: - o CSTE will make offers today to thirty-three applicants for the Epidemiology Fellowship matching process. - o CSTE has invited nine applicants for the Informatics Fellowship to match. - o CSTE has awarded ten scholarships for Certificate Training in Informatics. - o The CDC/CSTE Cooperative Agreement has been submitted. - o The European CDC, located in Stockholm, Sweden, will visit CSTE on May 7-9 to see how business is conducted on a daily basis. - o A CDC Cooperative Agreement on-site review is scheduled for April 19. Action Item: o CSTE will seek additional funding to expand the Certificate Training in Informatics.
Local Epidemiologists working group – Tom Safranek Handout: None	The local epidemiologists have received grant funding from NACCHO and held their first business meeting in Atlanta. Tom Safranek, Pat McConnon and Lakesha Robinson attended the meeting. CSTE presented and discussed the list of CSTE activities and how they relate to local health and engagement opportunities for local epidemiologists. Tom has generated some ideas to engage local epidemiologists within CSTE and will discuss at a later date with Katrina Hedberg and the Executive Board. Tom noted he would like to collaborate with NACCHO in the development of a workforce survey in indentifying epidemiologic talent in local health departments who currently are not engaged in CSTE. Action Item: • Continue discussion on engagement of local epidemiologists.
CSTE/APHL Joint Surveillance Handout: None	The Association of Public Health Laboratories (APHL), in partnership with CSTE and CDC, will hold its last meeting in late April for the joint surveillance project. CSTE and APHL will continue the surveillance discussion through a series of conference calls. The goal is to develop general principles on how to approach surveillance by the use of a systematic format. 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	Y
Members-at-Large		
Katrina Hedberg	Cross Cutting 1: Local, Workforce, Alcohol, Alcohol and Other Drugs Indicators, Overdose, Substance Abuse Committee Chair	N
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	Director of Operations	Y
Guest		