

Meeting Summary

CSTE Executive Board Conference Call

July 7, 2010; 3pm EST

AGENDA

Agenda Item	Discussion/Action Needed
June 18 Board Minutes – For Approval Handout: EB 6_18_10 final.doc	Laurene motioned for approval; Steve seconded the motion. Minutes were approved. Action Needed: None
President’s Priorities Discussion—S. Ostroff	Steve wanted to discuss priorities for the upcoming year and would like to address these topics in the President’s Message in the next CSTE Newsletter. <i>Important priorities:</i> 1. Strengthening the State and Local epidemiology workforce 2. Supporting state-based surveillance systems 3. Leveraging informatics as a tool for state-based epidemiology 4. Elevating the role of epidemiology as health care reform is implemented 5. Addressing the obesity epidemic 6. The public health implications of climate change 7. Nurturing global epidemiology partnership opportunities <i>Feedback:</i> • Difficult to get more epis, because of hiring freezes. We need to look strategically at how to accomplish this priority as well as others. • We need to more clearly measure workforce across public health – including the local level and possibly building a partnership with NACCHO. • Obesity – suggestion: Jillian from the Biggest Loser to speak at the Annual Conference. • Informatics – Update the CSTE surveillance vision, which is tightly related to informatics. • Include priority around Healthcare Reform. In the first round, public health prevention did not receive very much funding. We should build epidemiology into healthcare reform – epidemiology should have a seat at the table to ensure appropriate resources. • Workforce summit this winter to discuss what is needed and how/what ideas on how to get there. • How do we make CSTE’s presence in Washington a priority? • Injury – need to evolve a strategy and think through injury prevention and capacity. - o White paper?

	- o Dedicated CEFOs for this and other low-capacity areas such as MCH and Oral Health. - o Is CDC interested in a strategic partnership on Injury with CSTE? CSTE should take the lead. Action Needed: Workforce Summit – Discuss plans to convene Action Needed: Invite CDC Injury to first Board Meeting
Final Bylaws/Policies and Procedures— Informational Only Handout: 2010 Policies and Procedures June 2010.doc	Action Needed: Review by EB to identify any areas that may need to be addressed on the next call for approval at the next Annual Conference.
Annual Conference Budget—P. McConnon Handout: 2010 Conference Budget.pdf	• Highest revenue is from Registration, Exhibits, and President’s Banquet. • We cleared about \$27K on exhibits but lost \$4K on President’s Banquet. • Cost of registration and related materials was ~\$5K higher than last year and food and beverage was ~ 90K higher than last year. This increase is because we had far more people to feed and we had more food options (invested more in the quality of food). • Very little change in AV costs and about a \$5K change in Misc compared to 2009. • Overall the 2010 conference was more expensive because of food and beverage increases (about \$100,000K difference). Revenues were higher in 2010 than 2009. • Historically, extra money from the conference goes to a reserve fund. Our projected amount is \$600,000 to allow operation of CSTE National Office for 6 months. We currently have that amount in reserve. Our goal was if we exceeded this amount, we were going to invest in “new” projects. However, \$600,000 would no longer allow for 6 months operation – costs have increased since original projections were made. • Is the goal to make money or to break even? • Can we use funds for student registrations? We have a discount already – however, this may not be discounted enough. There are nearby SOPHs in Pittsburgh – we should highly encourage student participation at the conference because they are the future workforce. • Divide costs by number of people who attended – what is per attendee cost? Action Needed: Come up with a menu of ideas for allocating these funds – what is the menu of needs?
September Meeting— Pittsburgh, Sept. 21-23—S. Ostroff January Meeting— Atlanta, Jan. 19-20—S. Ostroff	Flipped meetings so we don’t go to Pittsburgh in January. Action Needed: Lock in dates – do these work for you? Please contact CSTE by July 9 if these dates do not work for you.
Subcommittee Chair and Liaison Appointments for 2010/11—L. Robinson	Suggest to have Steering Committee Calls in the next couple of weeks and hold on a quarterly/regular basis. Action Needed: Discuss appointments at http://www.cste.org/dnn/20092010SteeringCommittees/tabid/256/Default.aspx at next

	EB meeting. LaKesha will send instructions for making changes to review, remove, or add chairs and liaison appointments.
2010 Conference Evaluation & Other Updates—L. Robinson Handout: 2010 Conference Evaluation Results.docx	• Overall results of the meeting were positive. Few negative comments or major considerations that need to be addressed. We received about 300 evaluations for the Pre-Conference Workshops (separate evaluation process). Over 900 people attended Sunday. • Received 211 responses for overall conference evaluations. • One consistent comment – posters were not showcased well – not enough time for posters, snacks, and a bathroom break. • Other ideas – reduce duplication in presentations. What about point/counterpoint sessions? Action Needed: Share these on the first conference planning call. Add planning session to first EB meeting to discuss ideas for next conference.
State & Deputy State Epidemiologists Organizational Engagement—L. Robinson Handout: SE DSE Subcommittees 2010.xlsx	• State Epis involvement within Subcommittees was sent to EB before the call. • Highlighted boxes indicate no involvement by a State Epi. X's show involvement by State Epis. List also includes Deputy State Epis. Action Needed: Improve participation by State Epis and identify opportunities for recruiting. An appropriate place to engage State Epis is during Steering Committee Calls. CSTE will share staff leads and contacts with each SC – also on the website.

ATTENDANCE

NAME	POSITION	PRESENT
Officers		

Stephen Ostroff	President	Y
Tom Safranek	President-Elect	Y
Mel Kohn	Vice-President	Y
Tim Jones	Secretary-Treasurer	N
Chairs		
Sara Huston	Chronic Disease/Oral Health/MCH	N
Laurene Mascola	Infectious Disease Epidemiology	Y
Martha Stanbury	Environmental/Occupational/Injury	Y
Members-at-Large		
Katrina Hedberg	Substance Abuse / Tribal / Local Epidemiology Steering Committee Chair	Y
Robert Rolfs	Surveillance Informatics Steering Committee Chair	Y
Duc Vugia	Cross Cutting Steering Committee Chair	Y
Other Participants		
Pat McConnon	Executive Director	Y
LaKesha Robinson	Deputy Director	Y
Jennifer Lemmings	Epidemiology Program Director	Y

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