

Executive Board Conference Call

June 25, 2008

Present: Tom Safranek Shundra Clinton Pat McConnon
Beverly Christner Perry Smith Michael Landen
Patty Quinlisk Duc Vugia Martha Stanbury
Sarah Huston Jeffery Engel Lakesha Robinson
Steve Ostroff

Absent: Melvin Kohn

Proposed Schedule for Officers' Call

- The Executive Board Officers' conference call proposed schedule:
 - o The second and fourth Wednesdays of each month at 1:00pm eastern time.

Action Item:

- CSTE staff will generate the calendar schedule for the entire year and forward to EB Officers for review.

Proposed Schedule for EB Calls

- The Executive Board conference call proposed schedule:
 - o The second Friday of each month at 1:00pm eastern time.

Action Item:

- CSTE staff will generate the calendar schedule for the entire year and forward to the EB for review.

Schedule and location for EB (in-person) meetings

- The next scheduled EB meeting is October 21-23, 2008 in Buffalo, New York.
- The January and March 2009 EB meetings will be scheduled at a later date.

Action Item:

- Perry Smith will pull together a list of the 2007 CSTE Executive Board's unresolved issues and key agenda items that will be discussed throughout the year. The list will be circulated to the EB.

Annual Meeting Postmortem – Evaluation/CMEs/Media Strategy

- There were a total of 40 evaluations submitted to the National Office, and the general feedback was positive.
- This was the second year we hired a media consultant.
- There were press on site during the conference
 - o One local news channel was interested in the media releases.
 - o Colorado Public Radio interviewed with one of the CSTE presenters
 - o Several hits on the Denver.Com and Earthday.com websites, which picked up some CSTE topics.

- The CMEs final bottom line was in the red for a second year.
 - o The overall percentage of registered CME participants was 5.3 percent

Action Items:

- There are lists of action items to be forward to the Planning Committee for review:
 - o The CMEs program
 - o The media consultant
 - o The consideration to shift the conference to Monday through Friday instead of Sunday to Thursday.

2009 Planning Committee – Mel/Beverly

- Review for the new Executive Board members.
 - o The new board Chairs participate in chairing their topical area on the Planning Committee.
 - o The At-Large members will chair the Cross Cutting area of the Planning Committee.

Rick Vogt's Proposal to Add Local Member to EB – Perry/Discussion (Attached)

- Rick proposed that CSTE consider adding a local epidemiologist to the Executive Board. Laurene Mascola from Los Angeles County was nominated as a CSTE Member At-large but was not elected by the membership. Rick approached Perry Smith and proposed reconsidering adding a local epidemiologist position to the Executive Board.

Action Item:

- Perry will add this issue to the Executive Board's list of Housekeeping Issues to be discussed at a later date.

Med Kits Update-Patty

- During the last National Bio Defense Science Board, the attendees were asked by HHS to discuss Home Med Kits. The Med Kits program encourages individuals to go to their doctors to get a prescription for Doxycycline to keep in their home in case of an Anthrax attack. HHS has asked CDC to write up some instructions for people and physicians to administer the Doxycycline. This program is very fast tracked and will be approved soon. The groups who attended the meeting spoke out against the Med Kits. HHS informed the groups that the Med Kits were moving forward and will be announced soon.

Action Item:

- Patty will forward the minutes from the National Bio Defense Science Board to Pat and he will forward to the State Epidemiologists and the Deputy State Epidemiologists.

Status of “National Integrated Public Health Surveillance Systems and Reportable Conditions Act”

- Pat, Perry and Mel have received comments from Representative Terry's legislative council on the CSTE Bill. They will address each comment and submit it back to the legislative council. Subsequently, the CSTE Bill is expected to be introduced.

Action Item:

- None