

Executive Board Conference Call
July 11, 2008

Present:	Steve Ostroff	Richard Hopkins*	Lisa Dwyer*
	Pat McConnon	Lakesha Robinson	Beverly Christner
	Martha Stanbury	Mel Kohn	Patty Quinlisk
	Michael Landen	Jeffrey Engel	Perry Smith
	Sara Huston		

*Guest Speakers

Absent: Tom Safranek Duc Vugia

Agenda

State Reportable Conditions Assessment (Discussant: Richard Hopkins)

- SRCA Timeline
 - o The contractor is building the application: 6/25-8/08/08
 - o Pilot testing of online instrument: 8/8-8/15/08
 - o Conduct online CSTE-CDC SRCA: 8/25-9/4/08 – subject to change
 - o Conduct telephone interviews for late responders: 9/4-9/12/08 – subject to change
- Executive Board Involvement
 - o Board Members who have agreed to have their states participate in the pilot are:
 - Jeffrey Engel, NC; Perry Smith, NY; Michael Landen, NM; Steve Ostroff, PA; Mel Kohn, OR; and Martha Stanbury, MI, will check with Corrine Miller for participation
- CSTE Action Items:
 - o Richard Hopkins, FL, has agreed to have his state participate as a pilot state.
 - o Perry will contact Tom Safranek and Duc Vugia to check if their states would like to participate as pilot states.

Cooperative Agreement Update

- CSTE received the final award for the Cooperative Agreement in the amount of \$5.6 million in all new money.
- The Subject Areas awarded funding are as follows:
 - o Core: \$1,509,805
 - o Infectious: \$218,804
 - o Food Safety: \$428,691
 - o Chronic: \$233,887
 - o Environmental: \$237,000

- o HIV/AIDS: \$136,479
 - o Epidemiology: \$2,682,985
- The NASPHV portion of the grant was not funded. The CDC Center Directors are now looking for year-end supplement funding to support the NASPHV.

CSTE Member Assignments

CSTE has restructured the Consultant program. The new structure consists of three tiers:

- o Steering Committees: Authorized by the Executive Board or the Council from time to time, as needed to conduct the work of the Council
 - o Steering Committee Chairs: Consist of the Executive Board members and shall be appointed by the President
 - o Sub-Committees: Steering Committee chairs may establish Sub-Committees as they deem appropriate, and shall appoint the chairs of Sub-Committees from the Council's Active members
- CSTE Action Items:
 - o Perry will reach out to the three Members-At-Large, Duc Vugia, Tom Safranek and Michael Landen, to assigned interest areas.
 - o Lakesha has the consultant lists of subject areas of members who have signed up throughout the year. The consultant lists consist of existing leads, liaisons and members, and will be distributed to each committee chair for review.
 - o The consultant lists will be distributed to the committee chairs in the next two weeks.

2009 Annual Meeting

- Members of the Executive Board who have any suggestions for the 2009 Conference should forward them to Beverly or Mel Kohn.

Local Epidemiologist

- The Executive Board Officers have proposed that CSTE invite and encourage a Local Epidemiologist to attend some of the Executive Board In-Person Meetings when appropriate.
- Action Items
 - o Perry and Patty will contact Rick Vogt with the Executive Board proposal.
 - o The Executive Board suggested Local Epi John Middaugh.

Other New Business

- Perry is still working on the Executive Board Agenda Items list.
- A notification in form of an e-mail was forwarded to State Epidemiologists on the passing of colleague Mike Gregg in Vermont.
- The Executive Board suggested a possible tribute to Mike Gregg at the 2009 Annual Conference.