

Executive Committee Conference Call
July 22, 2005

Present: Angela Sylvester, Pat McConnon, Kevin Gibbs, Bob Harrison, Chris Hahn, Eddy Bresnitz, Allen Craig, Gail Hansen, John Abellera, Perry Smith, LaKesha Robinson, Ellen Mangione.

Absent: Mack Sewell, Mark Baptiste, David Johnson, and Mel Kohn.

- September EC Meeting: Draft Agenda and Logistics
CSTE Action Items:
 - o EC will look through agenda and then forward list of items to address to Pat and he will forward to the appropriate person.
 - o Program Staff to provide Chairs with talking points and bullets on the Committee reports.
 - o Angela to send out email to go over logistics of car rental and getting together
- Consultant Lists-Demo:
CSTE Action Items:
 - o Kevin went over how to use the new consultancy.
 - o Any questions regarding use of this in the future should be addressed to Kevin Gibbs
- CSTE Annual Meeting/Evaluation
CSTE Action Items
 - o Chris has asked for planning committee EC Members to please look at as it is very helpful with future planning.
 - o Try to offer incentives in future years to get this type of response.
 - o Great feedback on breakout sessions.
- Perry Smith participation on select EC calls and meetings
CSTE Action Items
 - o Perry to join CSTE on appropriate issues
 - o Perry will attend the September and January EC Meetings
 - o Perry will not attend DC EC Meeting
 - o Perry will attend EC Calls that he be invited to certain conference calls with advance notice.

- Reconstituting Surveillance Groups – Proposals
CSTE Action Items
 - o Put together a group of people that can take on the task to represent CSTE
 - o Allen Craig will head up this new group and will discuss off line with Chris how to construct this group

- Draft Letter to State Epidemiologists re: BT Epidemiologists
CSTE Action Items
 - o Please review and get with Pat for any changes as he is sending out the end of today.
 - o This is to be something that any of the State Epi's should be comfortable forwarding

- Update in J. Gerberding/CDC call re: Sec. Leavitt Proposal
CSTE Action Items
 - o Eddy Bresnitz gave info regarding call. Suggestions should be emailed to countermeasures@cdc.gov
 - o Ongoing

- **Public Health Leadership Institute**
CSTE Action Items
 - o EC agreed on a team consisting of Bob Harrison, Jerry Gibson, Susan Lance Parker, Tom Safranek

- **Overlap of CSTE Annual Meeting and International Congress on June 21/22**
CSTE Action Items
 - o Not a conflict as far as they are concerned.