

CSTE Executive Committee Meeting
October 16-18, 2006
CSTE National Office/Koger Center, Atlanta GA

Present: Robert Harrison, Eddy Bresnitz, Ellen Mangione, Jo Hoffman, Mark Baptiste, David Johnson, Perry Smith, Melvin Kohn, Allen Craig, Pat McConnon and Lakesha Robinson and Shundra Clinton.

Review Minutes

Minutes from the 2006 Business meeting were reviewed. A motion to accept the 2006 Anaheim, California, business meeting was brought from the floor, and seconded by the Executive Committee. A vote was taken, and the 2006 Business meeting minutes were approved.

Follow Up

CSTE is to consider having a New State Epidemiologists Orientation and Manual for New State Epidemiologists. Patrick McConnon will consult with ASTHO and with State Epidemiologists to develop some type of manual or training tool for new incoming state epidemiologists.

Review of CSTE President Robert Harrison Priorities for CSTE

One: Continue Collaboration with CDC (Robert Harrison and Patrick McConnon will take the lead in implementing)

Two: Enhance external Communications (Pat McConnon will lead in implementing)

Three: Provide input on Federal Legislation that benefits states in Public Health (Robert Harrison would like for a member at large to take lead on this project); however, the Executive committee would like more discussion on this priority.

Four: Review organizational structure of CSTE (Mack Sewell will take the lead in implementing)

Committee Structure

- Each Committee Chair is to forward updates to Patrick McConnon for 2006-2007 Consultants leads.

2007 Annual Meeting Update

- The executive Committee approved the Three Plenary Sessions:
 - One:** Epidemiology to Address Race/Ethnic Disparities in Health (Scheduled for Monday and organized by Eddy)
 - Two:** Stopping Disease at the Border (Scheduled for Tuesday and organized by Gil Chavez)
 - Three:** National Disease Reporting: Why are we in trouble and why do they keep trying? (Scheduled for Wednesday and organized by Perry Smith and Allen Craig)
- Patrick McConnon has forwarded an email to CSTE membership for nominations for the Pump Handle Award.
- The Jonathan Mann Lecturer is Jim Marks.
- The Planning Committee is working with Dorothy Kozlowski from Rutgers University to provide CSTE Members with CMEs at the 2007 annual Conference.
- The Abstract deadline is December 1, 2006.
- Two additional requirements were added to the Abstract Submission process:
 - One:** Each submission abstract must include three learning objectives.
 - Two:** A CV is now required when submitting an abstract.

- A participant list will be available on the CSTE Annual Conference Webpage.
- There are 24 spaces allotted for Exhibitors.
- There are 120 poster spaces available.
- The proposal to secure venues for the annual meeting two years prior to the conference was approved by the Executive Committee. CSTE will continue the tradition of locating the conference in the elected official's home state. President –Elect will continue to chair the conference planning committee. However, to allow for to the two year venue selection, the conference will be held in their home state when they are President versus President-Elect.

National Office Update on CSTE Cooperative Agreement-Funded Activities

- CSTE Total budget is \$6 Million in funding, an increase of 3 Million in new funds.
- The CSTE Cooperative Agreement is submitted late April to early May.
- The Executive Committee will provide input on the Cooperative Agreement announcement and Patrick McConnon will forward the draft to the Executive Committee.

Summary of 2007 CSTE Priorities and CA Projects

o Executive Committee

- National Notifiable Disease List Update.
- 2007 Annual Conference.
- Marketing and Distribution of Applied Epidemiology Competencies(AECs).
- Review of Existing Fellowship Training Competencies
- Mapping AECs to Schools of Public Health Curriculum Development.
- Evaluation and Mapping AECs to EIS and CDC/CSTE Fellowship Programs.
- Maintaining Support for CSTE Applied Epidemiology Fellowship
 - 7 Infectious Disease/Quarantine Fellows
 - 7 Maternal and Child Health Fellows
 - 2 Birth Defects Fellows
 - 2 Injury Fellows
 - 4 Chronic Disease Fellows
 - 5 Infectious Disease Fellows
 - 2 Injury Fellows
- Legal Analysis of Research vs. Practice, Federalizing the National Reporting System and the Family Educational Rights and Privacy Act (FERPA).
- Workforce Summit II
- Epidemiology Training in Conjunction with CSTE Annual Meeting.
- Maintaining Support for all Consultancy Work.

o Chronic Disease and Maternal and Child Health

- Support Consultations such as CDI working group.

o Environmental Health

- Host the Environmental Health tracking Meeting in Conjunction with the CSTE meeting.

- Host a workshop to facilitate pilot testing of EH Indicators in states.
- o **Infectious Disease**
 - Support for NASPHV Compendiums.
 - Develop and Administer HIV/AIDS Surveillance Assessment
 - Provide support for short term technical consultations (influenza in Southeast Asia).
 - Development of training curriculum and implementing 3 regional training meetings around Avian Influenza (AI) outbreak investigations and response.
 - Small grants to states to implement training courses around AI outbreak investigations/tabletops.
 - Development of standards and guidelines for Foodborne outbreaks and detection.
- o **Injury**
 - Development of an E-codes Toolbox.
 - Assessment of State Injury Laws, rules, and regulations.
- o **Occupational Health**
 - Host the annual SENSOR/ABLES meeting in conjunction with the CSTE annual meeting
 - Occupational Indicators work: updating guidance documents and generating indicator data.

Committee Reports

- **Executive Committee Reports**
 - o **Public Health Informatics Team Report**
 - The Public Health Informatics Team has made itself available for review of informatics issues in CSTE position Statements.
 - Discussed Co-hosting a strategic planning meeting with team/committee members with partner organizations.
- **Workgroup updates**
 - o **NEDSS Subcommittee**
 - National Assessment of Electronic Disease Surveillance Systems. Will present Part II, Analysis, Visualization, and Reporting, findings at the PHIN meeting.
 - o **Surveillance Coordination Group**
 - Notifiable Conditions queriable database
 - The queriable database on the CSTE website will be updated, which will reflect reporting requirements of infectious and non-infectious diseases for each state's jurisdiction for 2007.
 - Additional queriable features and defined reports will be incorporated in the update.
 - Review of NEDSS and Legacy Messages (Data Creep)
 - Provide means for States to comment on NEDSS.
 - In coordination with CSTE Committee Chairs and Surveillance Policy Group.
 - o **Surveillance Policy Committee Report**

- The Surveillance Policy Committee is continually addressing policy issues related to surveillance. Most recently, the policy committee has worked with CDC to address the BioSense Real Time initiative.
- Review of NEDSS and Legacy Messages
 - Provide means for states to comment on NEDSS.
 - In coordination with CSTE Committee Chairs and Surveillance Policy Group.

o **Public Health Law Report**

- Robert Wood Johnson Proposal
- PHP vs. Research
 - Engage Office of Health Research Protection and CD to address current methodology for distinguishing between public health practices.
 - CSTE proposes to build on CSTE's work in the production of a desk reference text for the public health community by examining:
 1. Additional Themes underlying the distinctions; and
 2. Key impacts and applications of CSTE's methodology for drawing distinctions
- Family Education Rights and Privacy ACT (FERPA)
 - Engage Department of Education (DOE), DCD, and other Stakeholders to address the reinterpretation of FERPA by DOE.
 - Examine emerging issues to better define the problems and impacts caused by reinterpretation of FERPA and generate solutions for state and local PH practitioners.
- BioSense Real Time and HIPAA Analysis.

o **National Reportable Conditions Bill**

- Conduct legal Analysis of federal laws, administrative codes, and regulations, which either validate or invalidate DHS to directly access PH data.
- Prepare and share legal brief to key stakeholders.
- Engage Hagel and Terry Staff.
- Engage ASTHO on Policy Implications.

CSTE Workforce Development

o **Fellowship**

- 31 Fellows are placed in State and Local Health Departments and CDC Quarantine Stations.
- There are 15 fellows in Class III
 - 4 Infectious Disease/Quarantine
 - 6 Maternal and Child Health
 - 1 Birth Defects
 - 2 Chronic Diseases
 - 2 Infectious Diseases
- There are 16 fellows in Class IV
 - 3 Infectious Disease/Quarantine

- 2 Maternal and Child Health
 - 1 Birth Defects
 - 2 Injury
 - 2 Chronic Diseases
 - 2 Environmental Health
 - 4 Infectious Diseases
- Successful Orientation-September 11-15, 2006
- Application Process
 - Host site application is now open-deadline November 1, 2006.
 - Call for application went out to all state epidemiologists and deputy state epidemiologists.
- Recruiting Activities include:
 - Visiting schools of public health
 - ASPH Announcement and APHA Booth
- o **Workforce Summit II**
 - Invitations sent out
 - 39 Confirmed attendees including speakers
 - Finalizing agenda
- CDC/CSTE Applied Epidemiology Competencies (AEC)
 - Final Set of Competencies is available
 - Developing marketing materials in collaboration with CDC Center for Health Marketing.
 - Upcoming presentations: APHA, Regional Epi Meetings, Italy (Training and building epidemiology competency- Dr. Patty Quinlisk).
- Publications
 - Epi Monitor ad space for the call for topics
 - Public Health Reports Supplemental Issue: Competency-Based Epidemiologic Training in Public Health Practice.
 - Journal Editorial Submission (Gus Birkhead and Denise Koo)/ Professional Competencies for Applied Epidemiologists: A roadmap to a more effective epidemiologic workforce (November issue of the Journal of Public Health Management and Practice.
- Mapping the AEC to curriculum (with ASPH)
- Evaluating the EIS and Fellowship competencies using the AEC
- Epidemiology Capacity Assessment
 - Data Collection Period for the 2006 ECA is now closed
 - Analysis of data is currently being conducted.
 - Dissemination of the information is expected via: CSTE Website, Journal Submissions (AJPH and ASPH) and 2 MMWR brief reports.

CSTE Environmental, Occupational and Injury Committee Report

- o **Environmental Health Workgroup**
 - The Annual Conference Planning Committee includes Jerald Fagliano, Catherine Thomsen and David Johnson.
 - The calls for topics have been submitted.

- BRFSS data
 - Follow from WI plans to analyze the 2005 BRFSS data under the supervision of Henry Anderson
 - States have been asked to submit their data
 - Data agreement forms are being collected
- State Environmental Health Indicators Collaborative (SEHIC)
 - Air quality, asthma, and drinking water indicators
 - Templates and how-to guides are currently being finalized by the SEHIC workgroup
 - States plan to pilot the indicators before the NCEH conference in Atlanta, December 4th-6th
- o **Occupational Workgroup**
 - Annual Conference planning committee
 - Leads include David Valiente, Helga Fontus, and Daniel Lefkowitz
 - The call for topics has been submitted
 - Indicator Data
 - All data 2001-2002 has been verified, and various members have been assigned to conduct quality assurance
 - We will be requesting 2003 data in the near future from states that have not already submitted it
 - How-to Guides
 - Waiting for national indicators 1,4,7,12,18
 - Occupational Website
 - Leads have been assigned to this project
 - A Draft document has been sent to leads for review (Deadline October 20th 2006)
 - Plans to schedule the call in mid January via webinar
 - CSTE/Coss meeting in San Antonio, TX, December 6th -8th
- o **Injury Workgroup**
 - Web-Based Survey for a Statewide External Cause of Injury Codes Best Practices Assessment
 - Respondents: N=52, Representing 30 States and the District of Columbia (may include multiple respondents from one state)
 - Presented at STIPDA and on slate for APHA
 - Implementation Conference
 - Goal would be to educate attendees about the problems of lack of external cause codes and analyzing non-specific codes.
 - Initial Focus may include falls and suicide
 - Review of Policy Statements in support of external cause codes
 - Assessment of state injury laws, rules and regulations

Infectious Disease Committee Report

- o **Influenza**

- A CDC/CSTE jointly sponsored consultation on Influenza Surveillance will be convened on November 2-3 to consider the objectives and uses of influenza surveillance at the national, state and local level and to discuss options for improvement and modification.
 - To prepare for this meeting, CSTE is conducting Assessment of State Health Department Influenza Surveillance Activities to understand the influenza surveillance systems in place in each state, the goals of these systems and how the data are used.
- Developing a curriculum (along with CDC and the North Carolina Center for Public Health Preparedness) for a 2-3 day avian influenza rapid response training based on the CDC/DHHS Guidance for State and Local Health Departments for Conducting Investigations of Human Illness Associated with Domestic Highly Pathogenic Avian Influenza (AI) Outbreaks in Animals.
 - CSTE will host three national AI rapid response training meetings in early 2007.
 - CSTE may host a one day training focusing on human clusters of AI at the 2007 CSTE Annual Conference.
 - CSTE will provide funds for states to conduct rapid response training in their own jurisdictions.
- o **HIV/AIDS**
 - Monthly conference calls of HIV/AIDS Surveillance Coordinators.
 - A secure on line discussion board for HIV/AIDS surveillance coordinators and a secure online national database of HIV/AIDS surveillance contacts are widely used by this group.
 - Maintaining email distribution lists utilized by the workgroup.
 - Ryan White Care Act Reauthorization activities.
- o **NASPHV**
 - Sponsoring NASPHV travel to the Rabies Compendium in October and the Animal Contact Compendium in November.
- o **Food Safety/CIFOR**
 - CDC, CSTE and NACCHO are funding and co-chairing the Council to Improve Foodborne Outbreak Response (CIFOR) to develop tools, guidelines, models and performance measures for response to enteric illness.
 - CIFOR includes representatives from CDC, CSTE, NACCHO, ASTHO, NEHA, APHL, FDA and USDA.
 - The most recent CIFOR meeting was September 18-19, 2006.
 - Projects currently being undertaken include:
 - Overall program guidelines (consultant: Jac Davies)
 - An on-line clearinghouse of resources and tools for foodborne outbreak detection and response (NACCHO)
 - Program performance evaluation indicators (Consultant: Craig Hedberg, University of Minnesota)

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- Guidelines for responding to multi-jurisdictional outbreaks (Consultant: Craig Hedberg, University of Minnesota).
- OutbreakNet (Formerly the National Foodborne Epidemiologists Meeting) will be held in conjunction with the 2007 CSTE Annual Conference.
- o **Miscellaneous**
 - CSTE, CDC and Rollins School of Public Health at Emory University are conducting an internet-based research assessment on meningococcal disease serogrouping that will be distributed Fall 2006.
 - TB and Border International Health Conference Calls to address issues and impact of overseas medical exams among refugees- particularly related to TB control and other infectious diseases.
 - Proposal for Action (Draft): To implement CSTE position statement 05-EC-01 to expand its scope to include immigrants, and suggest a mechanism (user fees) to fund the enhancements needed to prevent infectious disease importation and spread.
 - Ongoing state and local health department and CDC conference calls to discuss the 2006 multi-state mumps outbreak (discussions revolved around case definitions, case counts, outbreak control, laboratory testing etc.)
 - NHSN Rapid Assessment Infection Control Survey Project Discussion.
- o **Tribal**
 - Developing a state assessment to complement the Survey of Infectious Disease Case Reporting Practices in Tribally-Operated and Urban Indian Health Facilities (Fall 2006).
- Chronic Disease, Maternal and Child Health and Oral Health**
 - o **Chronic Disease**
 - Recruiting new Team Leads.
 - Sarah Lyon-Callo leading a group considering an update to the CD epi capacity position statement.
 - Continuing to work with CDC (Paul Siegel) and the Chronic Disease Directors (Jillian Jacobellis) on the CD indicators.
 - Need to recruit a Chronic Disease Committee Chair.
 - o **Maternal and Child**
 - Recruiting new team leads.
 - Developing Agenda items for CSTE annual meeting.
 - o **Oral Health**
 - Seeking a new team lead for Oral Health Team.
- Miscellaneous**
 - o **Membership Pins**
 - Executive Committee would like to have membership pins to distribute to the members during the 2007 Annual Conference.
 - Shundra Clinton will work with a pin company on this pin project.

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