

2012-2013 Executive Board Conference Call

March 6, 2013

Executive Board

Laurene Mascola (CA)
Janet Hamilton (FL)
Sara Huston (ME)

Tom Safranek (NE)
Alfred DeMaria (MA)

Marci Layton (NY)
Joe McLaughlin (AK)

CSTE Staff

Jeff Engel
Shundra Clinton

Beverly Christner

Jennifer Lemmings

Summary

1. National Office Update

CSTE is changing the employee credit cards from the CDC Credit Union to First Citizens Bank. The required amount to open a small checking account is \$100.00. CSTE decided to change credit card providers because the CDC Credit Union changed processors and the new processor was requiring personal information such as birthday and social security numbers on each cardholder. CSTE was reluctant to give this information in light of all current computer hacking. The new bank does not require personal information. It is required to provide notice to the Executive Board members when new corporate accounts at banks require a signed "Corporate Resolution".

Dhara Patel is the newest member of the CSTE National Staff. Dhara has joined CSTE as an Associate Research Analyst and will be the CSTE National Office staff lead for activities with the Infectious Disease Steering Committee.

2. March Meeting

Jeff Engel reviewed the legislative agenda for the March Executive Board Meeting. The CSTE advocacy day will focus on core epidemiology programs supported by the Centers for Disease Control and Prevention, including Epidemiology and Laboratory Capacity (ELC) and Foodborne Disease Surveillance. Prior to the March Meeting, Emily will provide educational materials that will help the Executive Board to prepare for their congressional visits. Monday morning a workshop has been designed to cover the educational materials and to answer any questions the Executive Board may have for their Hill visits.

3. Bylaws Ad hoc Committee

The committee has been engaged and supportive of the recommended governance changes and working on their second draft. A draft Bylaws document will be available for review during the Executive Board March Meeting.

4. Miscellaneous

Jeff has a scheduled meeting with Denise Cardo (CDC, Acting Deputy for Office of Surveillance, Epidemiology and Laboratory Services). This meeting is a follow up from the discussion with Tom Frieden in January on Informatics Workforce. This meeting will address:

- Reorganization
- How will the restructure address public health informatics, workforce and surveillance in general?

5. Action Items

- Submit guided questions for March meeting invited guest.
- Educational materials will be forwarded to Executive Board prior to March 19.
- Follow up letter to Tom Frieden from meeting with Denise Cardo, CDC Acting Deputy for Office of Surveillance, Epidemiology and Laboratory Services.

6. Next Executive Board Call

The Next Executive Board call is scheduled for April 3rd, 2013 at 3p.m. E.S.T

Call Information:

877-292-8047

Conference Code: 8386843175

7. Attachments

1. March 2013_EB Agenda_near_final.doc