

Community Engagement Steering Committee

March 28, 2008 12-1pm EST

Attendees: D.J. McCloskey (NIH Coordinator); S. Aguilar-Gaxiola, UC Davis (Co-Chair); V. Pemberton, (NHLBI); B Tai NIDA (NIH Coordinator); D. Warner, Mayo; M. DeHaven, D. Alexander, NICHD; Dallas; K. Nokes, Cornell; R. Petryshyn, NCI; M.Sayre,NCRR; L. Ziegahn, UC Davis; N. Bennett, Rochester;. Murray, Houston; D. Blumenthal; S. Nelson, Johns Hopkins; N. Benedict, Texas; D. Rosenblum, NCRR; S. Gehlert, Chicago; L.Cottler, Washington University; N. Dunham, Wisconsin; M. White, Ann Arbor; R. Joskow, NCRR; K. Erwin, Moorehouse; B. Boden-Albala, Columbia; R. Kost, Rockefeller; J. Dunbar-Jacob, Pittsburgh; C. Evans, Johns Hopkins; T. Bordonaro, NIH; Y. Joosten, Vanderbilt; J. Cook, Duke; L Robbins, Cornell; J. Patel, Cornell; M.A. McDonald, Duke; S. Gutter, Cornell; E. Davis, BAH; J. Goldstein, BAH; Others not identified in Adobe Connect

Absent: T. Beck, NCRR; L. Michener, Duke (CTSA Co-Chair); B. Beech, Vanderbilt; L. Bell, UPenn;; D. Buchwald, U Washington; R. Dittus, Vanderbilt; J. Hickner, Chicago; L. Hips, Pittsburgh; C. Halbert, UPenn; G. Jenkins, OER; E. Larson, U Washington; S. McClure, NCRR; D. Meyers, AHRQ; R. Nowjack-Raymer, NIDCR; A. Sehgal, Case Western; L. Szczech, Duke; M. Verklan, Texas; R. Lantigua, Columbia; C. Sampsel, Ann Arbor; C. Caughman, NCRR; P. Einhorn; L. Minasian (NCI); D. Musselman, Emory; L. Baldwin, U Washington; J. Ickovics, Yale; S. Aguilar-Gaxiola, UC Davis (Co-Chair); C. Dennison;Johns Hopkins;; E. Goldstein, UCSF; K. Grumbach, UCSF; I. Obrams, NCRR; P. Fleischer, UCSF; L.A. Jensen; P. Carney, OHSU; H. Meissner, NIH; R. Edminson, NCI; P. Fishman, U Washington; B. Ewigman,Chicago; M. Baun, Houston; J. Hinman, Emory; C. Balch, Johns Hopkins; M. Fitzpatrick, UCSF; A.Sawczuk, NCRR;

1) Welcoming remarks from Co-Chairs (Sergio Aguilar-Gaxiola)

Dr. Aguilar-Gaxiola provided the welcome for the monthly meeting.

2) Approval of Minutes (DJ McCloskey)

A motion was made to formally approve the minutes and Committee members moved to approve the minutes.

3) Introduction of new member(s) (DJ McCloskey)

Mark Zimmerman of the University of Michigan was introduced as a new member of the Committee.

4) Reports from Workgroup Members

a) Regional Workshop Working Group (DJ McCloskey)

Dr. McCloskey reported that each of the five regions have met at least once and have discussed potential sites and dates. The Workgroup has attempted to draft goals and objectives for the regionalized workshops.

b) CAPP (DJ McCloskey)

The Workgroup is in the process of identifying resources among institutions that are available in the community. This process entails examining practice based research networks, PBRNs and other networks funded through the Centers for Disease Control (CDC). Several speakers have been invited to speak to the group. Dr. Betty Tai presented to the Workgroup earlier this month. Dr. Eduardo Simoes has been invited to speak to the steering committee regarding prevention research centers during the month of May.

c) May 9 Workshop (DJ McCloskey)

The May 9, 2008 Workshop was briefly discussed. The Steering Committee will receive a reminder about registering for the Workshop. There are approximately 350 participants registered, while capacity is 450 participants. The audience for the Workshop was addressed. The audience will be comprised of a diverse group of individuals including community based practitioners. The diversity of panelists for the Workshop was an important element in determining the make up of the panel discussions. The Committee agreed that the panel should include women and panelists representative of the diverse communities the CTSA's serve. Attendance of the Workshop will guarantee participants approximately 6.25 continuing medical educational, CME credits.

5.) Communication of Site Accomplishments and Challenges (Brief Presentations)

a) Molly White (Michigan)

Molly White briefly spoke about the site accomplishments and challenges at the University of Michigan (UM). The institution is currently in the process of achieving organization. A council representative of staffs from various outreach programs has been coordinated and now meets regularly. An RFA was released last month in search of community generated research products. Molly White also briefly discussed issues associated with the process of funding. The institution needed a 501c3 status, and they were not sure if federal funds could be used. Therefore, institutional funds were used to work with non profit organizations in the community. The University of Michigan is in the process of hiring research advocates and working with Mark Zimmerman and a prevention research group in Flint. One issue that the UM has encountered, is how to avoid jeopardizing the social security and disability payment subjects receive by offering payment for their participation in clinical trials. An additional identified priority at the UM is attempting to increase the number of type 2 translation grants as well as increase the number of community based researchers to review grants and sit on the committee.

a) Sergio Aguilar-Gaxiola (UC Davis)

Dr. Aguilar-Gaxiola highlighted the accomplishments and challenges at the University of California-Davis. Dr. Aguilar-Gaxiola referenced the Community Advisory Board, which supports the UC Davis Health System's programs and some of the members participate also as members of the UCD CTSC's Research and Education Community Advisory Board (RECAB). There is great diversity in the 15 person membership of the RECAB. There will be a retreat in April to assess health needs and focus on relationship building in the Sacramento and Northern California region. The University is working with the California Department of Mental Health to evaluate the health and mental health needs of underserved communities across the state. As part of this 12-month project they conducted approximately 80 cultural broker interviews, 30 key informant interviews and 30 focus groups. They submitted the report *Building Partnerships:*

Key Considerations When Engaging Underserved Communities Under the MHSA to the California Department of Mental Health and is available upon request.

The Mental Health Services Act (MHSA), which is a California law was also mentioned. The law taxes 1 percent of those with raw incomes of one million or more in the state of California, with the purpose of improving mental health services statewide. Nearly \$5 billion dollars has been accumulated thus far in the last three years since the law passed. Other work that UC Davis is engaged in includes consulting with 20 PIs representing different clinical trials concerning community-based research on cancer, Hepatitis C, Alzheimer's disease, and depression. UC Davis trains PIs and Clinical Research Coordinators on recruitment and retention efforts of underrepresented minorities as well as the provision of cultural and linguistic competence training. An additional goal at the institution is to increase capacity and provide a review of fifty clinical ads to ensure that cultural sensitivity and considerations of health literacy of the target audiences have been employed. Twenty of these ads have been translated into Spanish and 10 presentations regarding recruitment and retention were made to PIs.

In the educational vein, began development of a plan with CTSC Education Program for short term and master's courses for recipients of K12, K30, T32 fellowships to foster community engagement and educate trainees about ways to present findings in a way communities would understand. They also led efforts by UCDHS to incorporate race/ethnicity and primary language data into electronic medical records. There has been development of a curriculum toolkit based on the DHHS Culturally and Linguistically Appropriate Services (CLAS) standards aimed at administrative leadership. Additionally, the curriculum toolkit is currently being disseminated to large health systems such as the California Alcohol and Drug Board Program. In the last year there have been meetings with approximately 25 community based organizations to build new and expand existing partnerships.

The third goal, at the institution is to monitor and evaluate achievements and community engagement objectives outcomes. The development of an evaluation program has ensued in order to strengthen CTSA's and explore data management tools.

There have been a series of presentations made at the local, regional and national level. Several upcoming events were previewed including a workshop symposium titled "Bridging the Causeway." Dr. Jack Westfall of the University of Colorado and the lead author of the "Practice-based Research and Blue Highways" JAMA paper will be the keynote speaker. There will also be a global health education consortium centered on a theme of global health, ethics and human rights. Anticipated attendance is 500 individuals. They will most likely be international global health students, faculty, policy makers and administrators and community people.

Dr Aguilar-Gaxiola concluded his brief presentation by discussing challenges encountered at UC-Davis. The common challenge is one that is encountered at a lot of CTSA institutions. UC Davis often tries to accomplish too many things with too few resources. At the institution it is important to determine how to focus efforts.

Some members requested Dr. Aguilar-Gaxiola if he can share some of the materials they have developed at UCD regarding adding race and ethnicity to the electronic medical records. He will send some of those materials to Dr. McCloskey and Jenna Goldstein to be posted in the Wiki.

6) September Face to Face Meeting (Sergio Aguilar-Gaxiola)

The Steering Committee has decided to schedule the face to face meeting on September 12, 2008.

7) New Workgroups (Sergio Aguilar-Gaxiola)

b) Budget

This Budget Workgroup will be a new workgroup, but any discussion regarding the Workgroup will be tabled for the April meeting.

8) Next Site Accomplishments and Challenges

a) Two volunteers

Nana Bennett, Rochester

David Warner, Mayo

9) Next Meeting April 25, 2008 at 12 noon.

Action Items Log

#	Action Items	Owner	Due Date
1	Send May 9, 2008 Workshop web site link to committee.	Jenna Goldstein	3/31/08
2	Provide information about upcoming events and materials regarding collection of race and ethnicity in electronic medical records and clinical and translational science.	Sergio Aguilar-Gaxiola	
3	Add Budget Workgroup to agenda for April meeting.	Jenna Goldstein	4/08