

CTSA Community Engagement Key Function Committee (CE KFC)**March 26, 2010**

Attendees: Donna Jo McCloskey, NCRR; Alejandra Aguirre, Columbia University; Carolyn Sampsel, University of Michigan; Giselle Corbie-Smith, UNC- Chapel Hill; Sheila Gutter, Weill Cornell; Mariano J. Rey, MD, NYU Langone Medical Center; Nancy Dunham, University of Wisconsin; Mary Anne McDonald, Duke; Rosemarie Gagliardi, Mount Sinai School of Medicine; Carol Horowitz, Mount Sinai; Nancy Lowe, Mount Sinai School of Medicine; Jessica Holzer; Barbara Gregory, Duke University; Frank L. Moore, UT San Antonio; Carol Ferrans, PhD, University of Illinois at Chicago; Molly White, University of Michigan – MICHR; Mary Kathryn (Kate) Stewart, University of Arkansas for Medical Sciences; Nick Gaich, Stanford University; Lainie Ross, University of Chicago; Lori Carter-Edwards, Duke University Medical Center; Lynn Bosco, NIH; Madrid Poultney, Mount Sinai School of Medicine; Hannah Kim, the Hill Group; Francesca Gany, NYU School of Medicine; Judi Henderson, Boston University; Russell Rothman, Vanderbilt; Elisabeth Martinez, Univ. of Texas Health Science Center San Antonio; Elmer R. Freeman, Center for Community Health Education Research and Service, Inc.; Marilyn Laken, Medical University of South Carolina; Lawrence C Kleinman, Mount Sinai; Paula Fleisher, UC San Francisco; Michelle Dover, UAMS (Arkansas); Claudia Calhoun, MPH, NYU-HHC CTSI; Deborah Burnet, University of Chicago; Kathleen M. Nokes, PhD, RN, Cornell/Hunter Nursing; Jonathan Finkelstein, Harvard Medical School; Brenda M. Motsinger, University of North Carolina at Chapel Hill; Frederic De Pourcq, Yale; Mobeen Rathore, University of Florida; Jen Kauper-Brown, Northwestern University; Rhonda McClinton-Brown, Stanford University; Carolyn Leung, Tufts; Karen Hacker, Harvard; Lucy Savitz, University of Utah CCTS; Athena Philis-Tsimikas, Scripps Whittier Diabetes Institute; Shauntice Allen, University of Alabama at Birmingham; Sarah Greene, ITHS/Group Health; Susan A Lyons, University of Alabama at Birmingham; Michele Cravey, UTMB Galveston; Jenny Cook, Duke; Malika Roman Isler, University of North Carolina at Chapel Hill; Susan LeBailly, Northwestern University; Jenelle Quenneville, The Medical University of South Carolina; Andria Reyes, Mount Sinai School of Medicine; Linda B. Cottler, Washington University; Catlin Rideout, NYU; Raymond Petryshyn, NCI; Marc Gourevitch, MD, NYU; Bernice B. Rumala, Rockefeller University; Elizabeth Reifsnider, University of Texas Medical Branch; Chanita Hughes-Halbert, Ph.D., University of Pennsylvania; Veronica Villela Perez, UT Health Science Center at San Antonio; Ron Ackermann, Indiana University; Kristin Kennedy, Booz Allen Hamilton.

I. Welcome

Dr. Dave Warner formally welcomed CE KFC members to the meeting and the meeting summary from February was approved. Dr. McCloskey welcomed Nick Gaich, the representative to the CE KFC from the Consortium Management Group (CMG). Nick Gaich introduced himself to participants and reiterated that the purpose of the CMG is to enhance coordination and collaboration within the CTSA Consortium.

I. Updates on May 2010 face-to-face meetings

1. May 11, 2010 OBSSR meeting update – Lynn Bosco and Paul Marantz

The May 11, 2010 OBSSR meeting is designed for those who will be doing research using behavioral or social science research (BSSR) or BSSR methods. 52 people are currently registered for the workshop and the workshop is considered full. Attendees who need to cancel are asked to designate a replacement. Meeting planners at the Hill Group have contacted registered attendees with additional information. A room block has not been reserved, but representatives from the Hill Group can assist attendees with booking rooms. Participants are encouraged to contact the Hill Group representative, Hannah Kim, with any logistical issues: HKim@Thehillgroup.com.

2. May 12, 2010 CE KFC meeting update – DJ McCloskey

The annual CE KFC face-to-face meeting will be held on May 12, 2010. The registration site for this meeting has been distributed and registration will remain open until April 21, 2010. Each CTSA is asked to send up to two participants to the meeting, one of which may include an active community member representative. At this time, there is no teleconference option for this meeting. A poster presentation “Advancing the Science of Community Engaged Research” will be featured at the meeting and the deadline for poster abstract submissions has been moved to April 2, 2010. Abstracts that have been accepted will be notified shortly.

3. May 13-14 Science of CE Conference update – Barbara Gregory

Barbara Gregory provided an update on the Partnering to Improve Health: The Science of Community Engagement Conference which will be held at the Sheraton National hotel in Arlington, VA from May 13-14, 2010. The registration site for this meeting has been distributed to CE KFC members. Currently 75 attendees have registered, but there is space for 300 attendees. Community partners are encouraged to attend. The announcement for this meeting has been also sent to the NIH community at large via the NCRR communications department.

4. NIDA-sponsored meeting – May 26, 2010 – Linda Cottler

The National Institution on Drug Abuse (NIDA) is sponsoring a meeting on May 26, 2010 as an add-on to the SGC 4 face-to-face meeting. The purpose of the meeting is to discuss strategies for advancing drug abuse research and collaboration with CTSA's. Those interested in attending this meeting should contact Linda Cottler (cottler@epi.wustl.edu). Participants were reminded that NIDA will support travel for speakers and panelists, but no travel support will be available for meeting participants.

5. SGC 4 Networking Face-to-Face Meeting – May 27, 2010 – David Warner

The annual SGC 4 face-to-face meeting is scheduled for May 27, 2010 at the Natcher Auditorium in Bethesda, MD. The purpose of the meeting is to gather high-level people with an interest in the development of a national clinical research network to discuss major issues around this effort. The agenda for the meeting was recently adjusted to ensure that the meeting is a

working session rather than solely a networking event. The meeting invitee list is still being finalized and a registration website will be available soon.

II. Updates from the Ethics Committee – Lainie Ross

Joe Coulter will no longer be able to serve as the CE KFC liaison to the Ethics Committee, so a new liaison will be needed shortly.

Lainie Ross participated on the call to discuss three documents were created as part of an ARRA supplement to address ethics in using human subjects:

1. "Human Subjects Protections in Community-Engaged Research: A Research Ethics Framework."
2. "The Challenges of Collaboration for Academic and Community Partners in a Research Partnership: Points to Consider."
3. "Nine Key Functions for a Human Subjects Protection Program for Community-Engaged Research: Points to Consider."

Dr. Ross noted that IRBs have nine requirements that they are supposed to implement to minimize risk to human subjects, but the IRB is prohibited from looking at long-term effects on a population. Thus, universities have other institutions that are formed (i.e. community advisory boards) to assess at other elements of human subject protection, including long-term effects on a population. Dr. Ross also described the work of two Ethics Committee workgroups: the Ethics and Community Engagement workgroup and the IRB Quality Assessment workgroup.

II. Workgroup Updates and Announcements

a. Outcomes of Community Engagement Committee – Kathy Kaufer Christoffel

This committee has created a draft of the logic model and submitted an abstract about their work for the May 12, 2010 CE KFC F2F meeting. One next step is to define the community context that affect whether interventions or programs work in a particular community. Another next step is to identify the methods for measuring the elements of the logic model. The Outcomes Committee has formed two groups around these tasks. Shauntice Allen and Mickey Eder are co-leading the measurement group, while Larry Kleinman is leading the context group. Both groups are accepting additional participation from interested members. The logic model will hopefully be completed by Fall 2010. Those who wish to join the committee or a subgroup should contact Kristin Kennedy (Kennedy_Kristin@bah.com)

b. Community Partners Integration Committee – Sarah Greene

This committee had a conference call yesterday, during which interesting ideas about how to define 'community' were discussed. The Committee is also starting to explore how researchers can determine which things are and are not working within community partnerships. In the future, the group will contribute to the review of the PCE booklet being re-written by the Principles of Community Engagement Committee under the SGC4. This committee is growing its membership by incorporating additional community members as well as other CTSA Consortium participants. Those who wish to join the committee should contact Kristin Kennedy (Kennedy_Kristin@bah.com)

c. Scholarship and Engagement Taskforce – Kathy Nokes

This taskforce is charged with identifying whether community engaged research is valued in terms of tenure and promotion. The taskforce has decided to adapt the 12 items from dimension six of a CCPH survey that assess scholarship and engagement for tenure. Next steps for the Taskforce are to transfer the survey into a web-based format, adapt the various survey items, and determine the most appropriate survey respondent from the CTSA.

ACTION ITEMS:

1. Those interested in the Ethics KFC should email Lainie Ross (lross@peds.bsd.uchicago.edu) and copy Kristin Kennedy (Kennedy_Kristin@bah.com)
2. Kristin Kennedy will distribute the Outcomes Logic model to members and will post to the Wiki
3. Kristin Kennedy will post the three articles discussed by Lainie Ross on the CTSA Wiki