

CTSA Community Engagement Steering Committee Monthly Meeting

May 23, 2008

Attendees: D.J. McCloskey (NIH Coordinator); S. Aguilar-Gaxiola, UC Davis (Co-Chair); V. Pemberton, (NHLBI); B Tai NIDA (NIH Coordinator); D. Warner, Mayo; R. Deyo, OHSU, M. DeHaven, D. Alexander, NICHD; Dallas; K. Nokes, Cornell; R. Petryshyn, NCI; M.Sayre,NCRR; L. Ziegahn, UC Davis; B. Moquin, NIH 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; J. Frey, Wisconsin; M. Spofford, L Robbins, Cornell; J. Patel, Cornell; M.A. McDonald, Duke; ; P. Fishman, U Washington; I. Orams, NCRR, R. Filart, NCRR C. Hughes Halbert, U Penn; J. Goldstein, BAH; Others not identified.

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. Hipps, 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. Sampelle, Ann Arbor; C. Caughman, NCRR; P. Einhorn; L. Minasian (NCI); D. Musselman, Emory; L. Baldwin, U Washington; J. Ickovics, Yale); C. Dennison, Johns Hopkins; E. Goldstein, UCSF; K. Grumbach, UCSF; I. Orams, NCRR; P. Fleischer, UCSF; L.A. Jensen; P. Carney, OHSU; H. Meissner, NIH; R. Edminson, NCI; B. Ewigman, Chicago; M. Baun, Houston; J. Hinman, Emory; C. Balch, Johns Hopkins; M. Fitzpatrick, UCSF; A.Sawczuk, NCRR;

I. Welcome to the monthly meeting (Co-Chairs)

The welcome was provided by the Committee co-chairs.

II. Approval of April meeting minutes (DJ McCloskey)

The meeting summary for the April meeting was formally approved by the Committee.

III. Welcome of new members (DJ McCloskey)

Amy Hepler of Washington University was added and welcomed as a new member to the Committee.

IV. May 9 Workshop: Overview (Lloyd Michener / DJ McCloskey)

Drs. Michener and Aguilar-Gaxiola shared the favorable feedback they have received concerning the May 9th workshop. There was an attendance of approximately four-hundred participants. Thirty-two states and two countries were represented. The

agenda was full and the workshop presented a diverse set of perspectives from different networks including HMO networks , community health networks and governmental agencies. Committee members were encouraged to access the APTR website link to view the agenda download the various PowerPoint presentations and view the presentations from the panelists and speakers.

One suggestion regarding the workshop was that there should have been additional time designated for discussion. The presentations took a majority of the time, and little time remained for discussion. When the agendas for the regional workshops are developed, it is recommended that time is built in for discussion.

V. Workgroup Updates

a. Regional Workshops Workgroup (Lloyd Michener)

Dr. Michener provided a brief update for each region hosting a workshop. The Southeast region will host their workshop on September 5, 2008 and they are currently working to identify speakers. The Mid-Atlantic region will have 50-75 attendees and will host their workshop on October 13, 2008 at the University of Pennsylvania. They will be addressing community relationships and coordinating activities within institutions.

The Midwestern region is hosting their workshop on September 12, 2008. They are currently drafting their agenda and will have a morning session dedicated to community partners and an afternoon session dedicated to CTSA sites. The Western region will be hosting their workshop at University of California, Davis on October 17, 2008. The regional members are currently drafting a budget and travel funds. The workgroup is trying to establish whether honorariums will be paid to community speakers. The Western region will also be using open space technology to help facilitate open communication, share best practices and stimulate collaboration.

The challenge is to establish how to connect and learn from one another. A discussion regarding the employment of different strategies that groups and regions are using would be helpful. Better organization internally would aid in deciding how the regions can work together collaboratively.

b. CAPP Workgroup (Lori Minasian)

Dr. David Lanier provided an overview of practice based research networks (PBRNs) and populated the worksheet which may be located on the Wiki. The worksheet will be populated with new sites once they are announced. Next steps for the workgroup include inviting an HMO research network. Potential invitees include Dr. Phil Baty and Dr. Joe Selby.

c. Educational Competencies Workgroup (Bernadette Boden-Albala and Linda Ziegahn)

The new workgroup members had a teleconference on May 16, 2008. The group is in the process of writing competencies for twelve thematic areas. The workgroup is soliciting input from the steering committee. Members may provide feedback on the Wiki.

d. Resource Development Workgroup – New Workgroup (Sergio Aguilar-Gaxiola)

The Resource Development Workgroup is a new workgroup that will address the concerns regarding limited resources and tools. The group will need a committee member to chair the group. Dr. Cottler of Washington University was nominated to chair the group. Interested parties should e-mail Dr. McCloskey and Jenna Goldstein to volunteer to chair the group.

VI. Communication of Site Accomplishments and Challenges (Five minute presentations)

a. Lloyd Michener (Duke)

Dr. Michener gave a brief presentation regarding accomplishments and challenges at Duke University at the Center for Community Research. There are four components at the center. One component, the training center helps researchers learn about community engagement. Dr. McDonald is currently creating training modules for on line use by both researchers and IRB members. Copies of the modules are accessible via the AAMC: <aamc.org/medportal>. A second component is work with community members and researchers to identify mutual interests and to find grants. An additional component is the re-design of electronic health records for the entire institution. Lastly, Duke University has approved one million dollars for planning grants to improve the health of the community.

VII. Administrative Supplements (Sergio Aguilar-Gaxiola & Lloyd Michener)

There are currently six proposals in various stages. Some of the research proposal topic ideas include research groups and HMO networks, PBRNs and barriers to research, IRB members and community engagement training. One of the proposed ideas is a consultative service that could provide consultative services to sites regarding consultation about community engagement. The Principal Investigators have met and decided on the process regarding submission of the supplements. All ideas for proposals will be submitted via the Wiki on June 1, 2008. By June 5, the steering committee members will submit their approval or disapproval of the proposed ideas. On June 6, 2008 the ideas will be shared with the PI liaisons. On June 15, 2008 the ideas will be formally approved. (Addendum – see subsequent emails for updates on the timeline)

VIII. Integration of New Steering Committee Members (DJ McCloskey)

A committee fact sheet has been developed to familiarize new cohort members with the Community Engagement Steering Committee. It will be distributed to the group.

VIII. Other Issues

Members interested in joining the CAPP Workgroup may submit their names to Dr. McCloskey and Jenna Goldstein.

X. Next meeting: June 27, 2008

#	Action Items	Owner	Due Date
1	Re-send core competencies document to the committee.	Jenna Goldstein	05/23/08
2	Distribute Fact Sheet to Committee.	Jenna Goldstein	05/30/08
3	Solicit names for CAPP Workgroup speakers.	Jenna Goldstein	Ongoing

