

**Prevention Research Centers  
National Community Committee Monthly Conference Call  
Minutes - August 9, 2011  
4:30 p.m. – 5:30 p.m. (EST)  
Dial-in: 1-866-830-1012  
Pass code: 9805872**

**Attendance:**

**Laurel Ruggels – Dartmouth  
Maribel Cruz – UT  
Jorge Cruz – UT  
Jose Antonio Tovar- FL  
Rucha Kavathe - NYU  
Chuck Conner – WV  
Susan Kunz - AZ  
Jean Frank – Case Western  
Sharon Bradford – Yale  
Sharon Shad – UMASS  
Frieda Brown – Tulane  
Sang Sook Cho – Berkeley  
Nancy Cunningham – Pitt  
Darlene Leysath – NC  
Chris Kelly – Rochester  
Debra Jackson – Columbia  
Winona Hollins-Hauge – Seattle  
Robyn Keske – Boston  
Angela Alaniz – TX A & M**

**Margarita Holguin – SD  
Linda Pekuri – SC  
Chikezie Maduka – Maryland  
Suzanne Randolph -Maryland  
E. Hill DeLoney – MI  
Catherine Haywood – Tulane  
Tonya Godsey – KY  
Catherine Blumberg – SC  
Frieda Gonzales – NM  
Albert Ramirez – Tx A&M  
JoAnn Malemaleumu – OR  
Linda Lee – NYU  
Anna Huff Davis – AR  
Matt Starr – Rochester  
Charmayne Turner – Hopkins  
Imogene Wiggs – St. Louis  
Theresa Rudder – CO  
Paul Gilmer – WV  
Jazmin Nuno – San Diego**

**Welcome & Introductions - Antonio Tovar**

The meeting was called to order by Chair, Jose Antonio Tovar.

Roll call was taken and updated during the call.

**Approval Minutes - Antonio Tovar**

A motion to approve the minutes as sent out was made by Sharon Bradford and was 2<sup>nd</sup> by Chuck. Minutes were approved.

**PRC Program Updates**

**PRC Steering and Policy Committee Calls - Antonio Tovar**

Antonio reported that the committees still have not met. The Program Committee has created an editorial paper (“How CDC Prevention Research Center’s Translating Research Into Action Through Communities”) and Jose will send to members of the NCC individually thus avoiding the NCC LISTSERV. The notice from Antonio is how important it is for the community members to get in touch with PRC Directors and work with the budget to make sure the community voice is not cut.

Antonio announced that the money awarded for the annual meeting is still intact.

**NCC Annual meeting - Matt Starr/All members**

Chuck wondered if we need to get a commitment of how many people will be attending the meeting in Rochester. A straw poll was taken and the results are as follows:

**Dartmouth - 1**  
**University of Texas - 1**  
**Maryland 2**  
**NYU- 1**  
**WV - 2**  
**Arizona - 2**  
**Case Western - 3**  
**New Mexico – 1**  
**Tx A&M - 1**  
**Oregon – 1**  
**NYU – 1**  
**Arkansas - 1**  
**Hopkins – 2**  
**St. Louis - 1**  
**Colorado – 1**

**San Diego - 1**  
**South Carolina - 1**  
**Florida -1**  
**Michigan - 2**  
  
**Kentucky - 1**  
**Yale - 1**  
**UMASS - 1**  
**Tulane - 2**  
**Berkeley - 1**  
**Pittsburgh - 1**  
**North Carolina - 1**  
**Columbia - 1**  
**Seattle - 1**  
**Boston - 1**

Susan reminded the membership that this is a 3 day meeting as usual and it does not mean that we aren't spending any more time than usual.

Matt: Have looked at the agenda and have found more time for business of the NCC. The registration information will be sent out within the next two weeks.

A discussion was held regarding the importance of orientation of new members and that should be on the agenda. Chuck commented that the Communication Committee talked about this and recommended that we identify new folks who will be attending and then direct them to the NCC Archive for preliminary information and then have some time with the new person at the meeting. We could identify seasoned members and pair them up with the new member. It was noted that we have the capacity within the Leadership Team to assist in orientation of the new members. We will focus one of the Leadership Calls on orientation of new members.

Matt introduced Chris Kelly – who will be co-chairing the meeting in Rochester. A draft agenda was sent out on the 1<sup>st</sup> of August. The agenda has the hotel and airport information. If you need information please request via the LISTSERV. The agenda with the information will be sent to the LISTSERV.

### **Special Interest Group Updates:**

#### **Genomics - Ella Greene-Moton**

No report. The next conference call will be on Thursday, August 11, 2011.

#### **Oral Health Report: Paul Gilmer**

Paul reported that the Final Draft of the document from DentaQuest Foundation relative to dissemination and its impact of oral health in communities and chronic disease are being completed. They are working on the agreement and will be sending to the Leadership Team and presenting to the full membership at the planning meeting.

### **NCC Committee Reports:**

#### **PPO - Frieda Brown/Robyn Keske**

Frieda and Robyn reported that the PPO is focusing on final items before annual meeting and timeline to complete things. A draft of the Membership information will be sent to the Leadership Team. The goal is to have all of the changes to the membership before our NCC call on September 13<sup>th</sup>. A final draft for review will be sent out 30 days before presenting to Annual Meeting. Next meeting is August 17<sup>th</sup> at 4:00 ET.

### **Content Committee - Linda Lee/Margarita Holguin**

Linda and Margarita reported that the information regarding the Community Engagement Award has been sent out and the deadline to respond is August 15. The next Content Committee meeting on September 2 will be to review the applications. A discussion was held regarding time of presentation in Rochester. Matt stated we can do this during the banquet.

### **Communications - Chuck Connor**

Chuck reported the discussion held regarding orientation of new members (see above discussion) and the committee is/will be incorporating thoughts into the Work Plan. Our National Community Committee Facebook Group has about 20 people in it. Join the group if you are on Facebook.

### **Fund Development - Chekezie Maduka/ Catherine Haywood**

**No report.**

### **NCC Regional Updates:**

#### **Any region with report(s) - Regional Directors**

Albert Ramirez reported that the Southwest Region has been working over the course of the past few months in getting information to the Leadership Team. Summarizes thoughts on the need for looking at some of our processes in regard to our capacity; Looking at the budget issues and attendance issues.

**It would be good for members of the NCC to respond to Chuck's note regarding Agenda items for the Leadership Team to discuss. From Chuck's e-mail:** "From each of you.....what do you see as the issues that rise to a priority status? We need to flush this out. We need to know who from the Leadership team will be in attendance. Whatever the agenda items we need to make sure we delegate out background research on each one and come prepared to move forward.

We have made commitment to the PRC's and the program office to be productive and pro-active. We have done good work so far but need to be visionary in looking toward the future, anticipating how we can continue to lead as Community Activists."

**Winona announced that the University of Washington is celebrating its 25<sup>th</sup> year as a PRC!**

#### **Review Action/carry-over items - Antonio Tovar**

- 1. Jose Antonio will send the editorial of the Program Committee to individual e-mails.**

**The next call will be September 13<sup>th</sup>.**

**Theresa Rudder  
Secretary**