

**Prevention Research Centers  
National Community Committee Monthly Conference Call  
Minutes  
December 13, 2011  
4:30 p.m. – 5:30 p.m. (EST)  
Dial-in: 1-866-830-1012  
Pass code: 9805872**

**Attendance:**

Nancy Cunningham – Pittsburgh  
Robyn Keske - Boston  
Chuck Conner - WV  
Lisa Hoffman – San Diego  
Albert Ramirez – Tx A&M  
Ella Greene Moton - MI  
Frieda Brown - Tulane  
Jenny Oliphant - MN  
Catherine Haywood - Tulane  
Joann Malumaleumu - OR  
Theresa Rudder - CO  
Jean Frank – Case Western  
Imogene Wiggs - St. Louis  
Chikezie Maduka - Maryland  
Sharon Bradford - Yale

Linda Pekuri – South Carolina  
Suzanne Randolph - Maryland  
Margarita Holguin – San Diego  
Katie Barnes – NC  
Arlene Sparks - MI  
Katrina Brooks – Johns Hopkins  
Laural Ruggles - Dartmouth  
Antonio Tovar - FL  
Sharrice White-Cooper – CDC/PRC  
Paul Gilmer – WV  
Tim Tramble – Case Western  
Michael Ballue – UCLA/Rand  
Anna Huff Davis - AR  
Linda Lee - NYU  
E. Hill Deloney - MI

**Welcome & Introductions - Katie Barnes**

The meeting was called to order by Katie Barnes, Chair.

**Roll call - Theresa Ruder**

Roll call was taken and updated during the call.

**Approval Minutes - Katie Barnes**

Minutes of the November meeting were reviewed and approved. Moved by Paul; 2<sup>nd</sup> by Theresa.

**PRC Program Updates**

**PRC Program and Steering Committee - Katie Barnes**

Katie was not able to join the PRC Program and Steering Committee call. Susan joined the meeting briefly. NCC leadership reviewed and provided comments on a letter to Dr. Frieden drafted by the PRC steering committee. The purpose of the letter was to request a meeting with Dr. Frieden to discuss successes of the program, concerns about recent budget cuts, and plans of how the PRCs can continue working together with CDC. The letter was sent but, so far, there has been no response.

The PRC Program held a Webinar in November to take the place of a business meeting for the Directors. The NCC was invited to participate. The discussions were regarding the restructuring of the division in which the PRC is located. The PRC is currently located in the Division of Adult and Community Health. A new division has been proposed (but not yet approved) and is called the Division of Population Health. The PRC Program would then be located in the Applied Research and Translation Branch within the division. Lynda Anderson is the current acting director of the branch and will be the permanent director once the re-organization process is approved. There was also discussion regarding the plans for hiring an interim/acting director for the PRC Program and how they plan to recruit for a permanent director after the New Year. The program committee has received feedback on having the webinar and it was well received. They want to meet in conjunction with APHA in the coming year.

The PRC Program will not have a conference this spring however the Program Committee is planning a seminar series in which several PRCs will be selected to come to CDC to present highlights from the PRCs research and collaboration with their communities. The series will provide researchers and/or partners an opportunity to promote the network among current and potential CDC colleagues.

#### **Leadership Recommendation Meeting Schedule - Susan Kunz**

The Leadership Team met and discussed how they want to continue to meet. The recommendation is to meet once a year in person and would ask PRC program office for support for that similar to the \$25,000 they have given to us in the past. A budget will be provided and additional funding will be sought through sources available for conferences.

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

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

Thanks to those who were able to attend at the Annual Planning Meeting in Rochester. The next steps discussed were:

- Continue working towards becoming as “Genomic Literate” as possible;
- Continue sharing with NCC and with our community boards;
- Create discussion groups and try to help communities understand and integrate this topic into what they are already doing;
- Provide technical assistance and serve communities on this subject.
- Next call is December 19<sup>th</sup> at 11:00 am (ET).
- Ongoing discussion of developing a website or other form of communication.

##### **Oral Health - Paul Gilmer**

Things have slowed down a little now. Currently there are plans to have an announcement out after the 1<sup>st</sup> of the year. NCC will be getting \$50,000 to participate in grants and some funding will go towards an oral health piece at our next annual meeting which will help off- set costs of having an annual meeting. Paul put a proposal together which can be modified by the NCC, as needed. Sharrice and Elizabeth have put together a brief announcement to the PRC Directors so they are aware of the initiative and funding announcement that will be released early next year. The same message will also go out on the NCC LISTSERV. There is some discussion around the idea of 4 one-year grants of \$100,000 to communities. More information will follow. Meanwhile, Paul recommends that NCC members begin learning who the players in our communities are around oral health.

##### **Community Health Workers - Katrina, Sharon, Margarita, or Rucha**

No report. Catherine is requesting a conference call in January.

#### **NCC Committee Reports:**

##### **Updated Work Plan - Katie Barnes**

Reminders to committees to update the work plan.

##### **PPO - Robyn Keske**

Reviewed the changes to the document and assigned members to work on the changes and will be updated.

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

Margarita reported that 19 PRCs are eligible to apply for the CBPR Best Practice Award. The applications went out directly to the PRCs. Asked those PRCs to respond with intent to apply. Two PRC's have responded, so far. The due date for intent to apply is December 21st. A conference call will be set up in January for a “question and answer” session. Will be working on securing the reviewers and will work on giving feedback. Getting recommendations from Content Committee regarding names of reviewers. However, anyone can give

recommendation to Margarita or Linda Lee. The deadline is February 13th. Will announce the winners in April. It is unclear as to when they will be given out in person.

Susan Kunz wrote an abstract regarding the process of the CBPR Award. Linda Pekuri and Susan Kunz will be the presentors at CCPH in May. Antonio will forward the invitation for the CCPH meeting.

**Communications - Chuck Conner**

A meeting will be held this Friday from 11:00 to 12:00. The agenda is to work on items as a result of the Rochester meeting.

**Fund Development - Catherine Haywood**

No meeting until January.

**Education and Outreach - Rosemarie Rodriguez-Hagar**

No report as the committee has not met.

**NCC Regional Updates:**

**Any region with report(s) - Regional Coordinators**

Southwest Region met. Information was reviewed from the different committees.

**Review Action/carry-over items**

**Katie Barnes**

- 1. NCC members who have names for possible reviewers for CBPR Award can send to the Content Committee**
- 2. Antonio will send information on CCPH**
- 3. Sharrice will send information on Oral Health**

**Next call: January 10, 2012**

**Theresa Rudder**

**Secretary**