

**Prevention Research Centers
National Community Committee Monthly Conference Call
January 11, 2011
4:30 p.m. – 5:30 p.m. (EST)
Dial-in: 1-866-830-1012
Pass code: 9805872**

Attendance:

Angela Alaniz – TX A&M
Sangsook Cho – California/Berkeley
Chuck Conner – WV
Maribel Cruz – Houston
Lourdes Fernandez – AZ
Paul Gilmer – WV
Candice Combs – KY
Ella Greene-Moton – MI
Heidi Haynes – Iowa
Margarita Holguin – San Diego
Anna Huff – AR
Susan Kunz – AZ
Darlene Leysath – NC
Joann Malumaleumu – OR
Jazmin Nuno – San Diego
Albert Ramirez – TX A&M
Laurel Ruggles – Dartmouth
Sharon Shad – MA
Arlene Sparks – MI
Antonio Tovar – FL
Ronnie Williams – AL

Sharon Bradford – Yale
David Collins – Morehouse
Jorge Cruz – Houston
E. Hill DeLoney – MI
Jean Frank – Case Western
James Bratton – CDC/PRC
Sandy Good – KY
Catherine Haywood – Tulane
Lashawn Hoffman – Morehouse
Winona Hollins-Hauge – WA
Robyn Keske – Boston
Linda Lee – NYU
Chickezie Maduka – Maryland
Liza Marron – CO
Linda Pekuri – SC
Tracy Rone – Johns Hopkins
Theresa Rudder – CO
Carol Smathers – OH
Matthew Starr – Rochester
Rucha Kazathe – NYU

Welcome & Introductions - Antonio Tovar

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

Participants' Roll Call - Theresa Rudder

A roll call was taken and updated during the call.

Approval of Call Minutes - Antonio Tovar

The minutes of the December meeting were reviewed. A correction was noted to add Jean Frank from Case Western Reserve to the attendance roster. A motion to approve the minutes, as corrected, was made by Theresa Rudder and 2nd Chuck Conner. The motion carried.

Treasurer's Report - Paul Gilmer

The treasurer's report was given by Paul Gilmer.

- Things remain the same as last year.
- A request was made to pay the CCPH membership.
- There is still no record of receiving the \$3,500 from U of Michigan.
- There was a question regarding the check from Sandy Good to the University of Michigan.
- Anna and Paul will follow up with the office at the U of Michigan.

CCPH Alliance Request update - Antonio Tovar/Matt Starr

Antonio will send an e-mail for the conference calls that have been scheduled. Serena will be organizing the calls. Matt, Antonio and Chuck will be participating in the calls. Antonio urged others to participate.

NCC Committee Reports:

Content - Gary Tang/Linda Lee/Margarita Holguin

The January Content Committee call was postponed.

Policy, Procedures & Operations - Robyn

Robyn reported that the PPO is focusing on reviewing the definition of CBPR to include in the PPO guidelines in the future. Discussions are being held around language to be included in the PPO regarding what a NCC representative is and expectation of each member.

Communications - Chuck Connor

The next meeting is scheduled for Thursday, January 20th at 11:00 a.m. The following items are to be discussed:

- 1) Communication survey through the PRC office;
- 2) Working with James to talk about what the implications of having a Facebook page and working it out with CDC;
- 3) PPO and definition of CBPR to go along with any of the other PR pieces;
- 4) Photo project – involvement with PRC's with photography to help with PR.

Fund Development - Imogene Wiggs/David Collins

The next scheduled meeting is set for January 27th – the last Thursday of each month. No discussions have been held at this time.

NCC Regional Updates:

Southeast - Charmayne Turner/Katrina Brooks

No meeting has been held.

Northeast - Matt Starr

No report but are planning to meet as soon as possible.

Midwest - Gabriel McNeal

No report.

West - Lisa Hoffman

No meeting

Southwest - Theresa Rudder

Theresa introduced Albert Ramirez as the new chair of the Southwest Region. Albert reported that the Southwest Region met via conference call today – just prior to this call. There were four topics of discussion.

- Get to know each other by familiarizing ourselves with each other; ie, discussion of core projects, etc.
- Felt the need to insure that there was some follow through as a body regarding the issue that was left hanging in Seattle (criteria for representation in NCC); would like to hear results of discussion by Leadership Team.
- Wanted to insure that the Oral Health Initiative continued to move forward.
- Status of our work towards application for the CBPR awards.

South - Catherine Haywood

No report.

A report by Angela Alaniz indicating that her PRC Director did not receive the announcement of the CBPR Award proposal until just a few days ago. A discussion was held regarding the possibility of a two week extension in applying for the CBPR award. Send your request to Gary Tang to ask for extension with a carbon copy Susan Kunz, as she is assisting Gary in the CBPR award process.

Susan commented that it would help to let the reviewers know how many PRC's will be applying for the CBPR award. She will send out a request, via list-serve, to ask who will be applying.

Special Interest Group Updates:

Genomics - Ella Greene-Moton

Ella reported that they had an official meeting on the 20th of December with 7 members participating.

- Still in developmental stages;
- Talked about the structure and what it will look like;
- They will operate with Ella as facilitator;
- Discussed whether members will include the NCC members;
- Include and connect with academics and practice partners who were part of the Think Tank in St. Louis to help move along information in this field;
- Have not decided how the communication will be done either through conference calls or e-mail.
- Working on goals and objectives – both long term and short term.
- It is important to learn the language of Genetics and Genomics and how it fits within our community groups.
- Next meeting is Monday, January 17th.
- Some members of the NCC who helped organize the meeting in St. Louis will help redesign the website.

Antonio reported that there is a potential for the community health workers to form as a group in South Florida similar to the San Diego promotoras. Lourdes Fernandez from San Diego offered her experience and assistance in getting this group organized.

Paul announced that there will be more information to share on the Oral Health Initiative at a later date.

Anna Huff got married on November 18th! Congratulations!

PRC Program Updates

PRC Steering Committee Call - Antonio Tovar

Antonio reported that he put forth the proposal from the NCC to co-chair the PRC committee. He has received some questions from the Chair of the Steering Committee regarding some concerns about serving. He has forwarded the questions to the Leadership Team. The questions are related to the structure already in place as the chair elect and the past chair are currently doing the work of co-chairing the committees. There is concern if this is going to be a burden for the community members to participate in the committees. The Leadership Committee is discussing this further and will report outcome.

Chekezie commented that he is waiting to hear from the Leadership Team before committing to serve in a leadership role in the different committees. What are the criteria for serving? The Leadership Team just received the information from the Steering Committee and will be answering the questions. Paul commented that we need to come up with a strategy on how we want to participate and how we want to serve on these committees. There is an updated list in the archives of those NCC members participating on the various committees.

NCC Leadership Call - Antonio Tovar

No further discussion was held under this topic.

NCC meeting in April - Antonio Tovar

Antonio announced that a survey was sent out to determine how many members can extend their stay in Atlanta for the purpose of having an expanded NCC meeting. Antonio will have a response by Friday (the 15th). He urged membership to complete the survey so folks can make their arrangements.

Review Action/carry-over items - Antonio Tovar

No review of action/carry over items.

Next Call: February 8, 2010

**Theresa Rudder
Secretary**