

**Prevention Research Centers**  
**Monthly NCC Leadership Team Conference Call**  
**Monday January 10<sup>th</sup>, 2011 from 4:00 p.m. to 5:00 p.m. (EST)**  
**Dial-in: 1-866-830-1012**  
**Pass Code: 9805872**

**Attendance:**

Antonio Tovar – FL	Theresa Rudder – CO
Catherine Haywood – Tulane	Katie Barnes - NC
Robyn Keske - BU	Freda Motton – St. Louis
Susan Kunz – AZ	Lisa Hoffman – San Diego
Chuck Conner – WV	Paul Gilmer - WV
Gabriel McNeal – MN	Sandy Good – KY

**Welcome: Antonio Tovar**

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

**Roll Call: Theresa Rudder**

Roll call was taken and updated during the call.

**CCPH request update: Antonio Tovar/Matt Starr**

Antonio reported that he and Matt Starr will be the contacts persons for the proposal made by CCPH, participating in the initial conference calls. Currently they would like to invite more people to join them in the calls. Serena will be asking Chuck Conner to join the group. The conference calls will begin next month.

**Special Investigation Committee Report: Antonio Tovar**

Antonio reported that the investigative committee had requested an extension of time to report to Eduardo. Eduardo approved the extension to December 31<sup>st</sup>. By December 31, the committee did not have all the responses and had to request another extension to the end of this week (Friday, January 14, 2011). Antonio stated that they currently have 5 reports and 4 more are needed. Antonio will be contacting, by phone, those who have not responded to request their cooperation in order to complete the investigative report to Eduardo. It was noted that the cooperation of all the individuals involved is crucial to the investigation. If there is no response, then a report will be submitted with the information available. Antonio and the committee will continue to pursue this with due diligence.

**NCC Restructure Discussion:**

Antonio announced that he is reconsidering his recommendations to promote NCC members step up to chair and co-chair of some of the PRC committees. Antonio reported that he has received some questions from the Chair of the PRC Steering Committee, Joel Moskowitz. The questions are: 1) What is the rationale for doing this? Do we need co-chairs for each PRC Committee given that we already have chairs, chair-elects and past chairs? 2) On which committees would the NCC like to have community members serve as co-chairs, and how would the co-chairs be selected? 3) Would there also be past co-chairs and co-chair-elects serving on these committees? Since we have 6 committees in addition to the NCC, we could need from 6-18 community members to serve in this capacity. The additional roles could be burdensome for community members who already volunteer their time to serve on local CABs and the NCC.

Antonio will send the e-mail he received and asked for Leadership to give their thoughts to these questions for further discussion.

**Announcements:**

- National Prevention Council invitation to provide input on [Draft Recommendations](#) developed for the National Prevention Strategy. [www.hhs.com/news/report/nphps.html](http://www.hhs.com/news/report/nphps.html) opens through January 13.
- APHA is announcing requests for Abstracts – Healthy Communities Promote Healthy Minds and Bodies – October 29<sup>th</sup> – Nov. 2<sup>nd</sup>
- The NCC is in charge one of the action session on CBPR at the Annual Conference in April. Susan Kunz recommended that this might be something that could be organized by the Content Committee. “Successes and Challenges of Implementing CBPR”. More information to follow. Need a point person to get this to happen. – One or two people/role as NCC is to frame the discussion. Susan is willing to be the point person.

A discussion was held regarding whether or not to share the information for the investigative report to the leadership team prior to sending to Eduardo in responding to his recommendation for facilitation, etc., in Atlanta. The preference was to have an external facilitator and take advantage of the proposal by Eduardo.

What would the facilitation look like? Discussion followed.

- Perhaps facilitated discussion around the definition of characterization of NCC membership and how to move forward – not about a particular event.
- How to establish a friendly environment at the NCC and some healing needs to take place; some issues need to be discussed.
- Definition of representation needs to be addressed.
- Invite members to jot down comments shared.

Antonio has recommended that we review and approve the minutes of the Leadership Team meeting to be placed in the archives. This will be discussed with Sharrice.

Lisa asked if the Leadership Team will know what the outcome of the investigation will be. Perhaps this will come out in the facilitated discussion.

**Action Carry-over Items - Antonio Tovar**

1. Send e-mail from PRC Steering Committee, Chair– Joel Moskowitz , regarding serving as chair and co-chair of committees; questions for discussion.
2. Susan to send out the information about the Action Session at the annual meeting in Atlanta.

**Next Call: Lovely February 14, 2011 or before if the Special Committee complete the report.**

Theresa Rudder  
Secretary