

**NTCA FY2010 Cooperative Agreement Funding Formula Workgroup
Conference call – April 23, 2008 (3-4pm ET)**

Workgroup members present:

Phil Griffin	Angela Starks
Angelito Bravo	Barry Dickman
Masa Narita	Greg Andrews
Denise Ingman	Andy Heetderks
Marie Dorsinville	Tom Navin
Jim Cobb	Kathy Moser

Phil Griffin called the meeting to order. Since the last meeting, the following items have been sent out to the workgroup members:

- Class B Notification Analysis from Los Angeles County
- New RVCT draft
- Previous meeting minutes
- Completeness of NTSS variables

Phil Griffin asked for any feedback on the distributed materials. He states that having a variable on the formula does not necessarily encourage data completeness for that particular variable. For example, several of the items on the Completeness of NTSS variables that are listed as 90% complete are items currently on the formula. There had been a discussion at a previous workgroup meeting that having an element in the formula might encourage completeness but that is not validated by the current completeness reports. The workgroup agreed with this assessment.

Phil Griffin states that at this point it looks as though there is a full list of elements to include in the formula. The next step is to identify:

- 1) Which elements to consider for the next formula
- 2) How to weigh each element

Alternatively, there remain some questions as to how to define the elements that effect how people report. Phil Griffin asks if this is something that the new RVCT will address. Tom Navin states that the CDC is defining how indicators will be calculated and reported on the new RVCT through a formal process that will be open to examination once completed. The specific indicators have been drafted but technical issues remain to be addressed that should not effect the work of this workgroup. Phil Griffin states that there have been some discrepancies across the nation as to how data elements are defined. Tom Navin states that the CDC is in the process of developing a standardized way of defining elements. Tom Navin will send this information to Phil Griffin by 4/24/08 and Phil Griffin will then distribute this information to the workgroup members. The User Guide for the new RVCT also has instructions for how to complete each element. Tom Navin will send the most up to date version of the User Guide to Phil Griffin for distribution to

the group. The workgroup will need to look at the elements that are being considered for the formula and look at the definitions provided by the CDC to ensure the newer definitions are taken into account. Anyone that has suggestions for elements to include in the formula, please mail to Phil Griffin for comparison with the compiled list of critical elements.

Clarification: Confirmed case not counted is defined in the RVCT as cases diagnosed in other jurisdictions but cared for in your jurisdiction.

In summary, Phil Griffin will gather the following pieces of information to be distributed to the workgroup members:

- CDC definitions of elements
- New RVCT User Guide
- Compilation of critical elements to include in formula

The next workgroup meeting will be on **May 7th**. Before next meeting, workgroup members should:

- **Match up definitions with the list of elements to include in formula**
- **Be prepared to narrow down elements to be used in the formula**