



National Tuberculosis Controllers Association Executive Board Conference Call Minutes January 15, 2009

I. Attendees

- A. NTCA Board Members: Jim Cobb, Phil Griffin, Carol Pozsik, Denise Ingman, Kristin Rounds, Deb Sodt, Kim Field, Charles Wallace, Kathy Hursen, Kathy Kolaski, Jon Warkentin, Pat Infield, Cristie Chesler, Shea Rabley, Ron Karpick, Allan Lynch
- B. CDC Staff: Phil Talboy, Kashef Ijaz
- C. Guest: Christine Olson

II. NTCA Board Discussion Items

- A. Secretary's Report – Denise Ingman
 - o There were no comments on the December minutes; they were accepted by the Board.
- B. Treasurer's Report – Kristin Rounds
 - o Membership renewal notices were sent, and funds will be coming in soon.
 - o The Finance Committee (Carol Pozsik, Phil Griffin, Kristin Rounds, and Denise Ingman) met 12/12/08 to develop the 2009 budget.
 - o The annual audit took place the week of December 15th and cost \$3,000-\$4,000. Audit reports available when completed.
 - o Balances of the following were reported and accepted: savings account, checking account, TB Walk funds. (Note that TB Walk funds are not NTCA funds.)
- C. President's Report – Phil Griffin
 - o Kathy Gensheimer's resignation was accepted. Allan Lynch will move from "At Large" position to "Low Incidence" position she vacated. Shea Rabley accepted the vacated "At Large" position. The Board supported this action.
 - o Board to review this policy, particularly items 1-35, and determine if doable, not doable, and rationale. After some discussion and questions, Phil to develop a table to assist members in completing review task.
- D. Executive Director's Report – Carol Pozsik
 - o Completed and submitted to CDC. Carol to forward report to the Board.
 - o Despite numerous renewal reminders, 51 members were lost in 2008, the majority in the nursing category. Carol will try to determine the reasons for the nonrenewals.

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- CDC nominated NTCA as “Partner of the Month.” Carol will forward the Board information on NPIN.

E. NSTC Report – Ron Karpick

- Ron Karpick updated the group on the survey. They are trying to determine the interests of providers with prescriptive authority (including nurse practitioners), so they are trying to stratify the results with this in mind.
- The NSTC Program Committee is developing a theme for the NSTC educational meeting at the June conference. This work will be completed to meet deadlines for the preliminary NTCA program content that will be posted on the NTCA website February 1st.

F. NTNC Report – Kathy Hursen

- The draft by-law change reflects the requirement for a BS degree in order to hold office in NTNC. The proposed changes have been sent to the membership for comment. When final language is determined, a vote will follow.
- The survey results are now posted on the website.

G. Committee/Workgroup Reports

- Personnel Committee – Denise Ingman
Additional funds for providing assistance in the NTCA office are available in the 2009 NTCA budget. The Personnel Committee members, after much discussion with Carol, determined the most efficient way to fulfill the needs of the organization is to hire someone with specialized skills on a “project by project” basis. Therefore, the decision was made to investigate the availability and suitability of the services provided by Jennifer Kanouse, who currently is employed ¾ time by the Curry National TB Center, in San Francisco. After discussions with Jennifer and reviewing her qualifications, the Committee determined it would like to contract with her. A written agreement for her services was developed, and the Committee recommended the board approve the institution of the agreement. After brief discussion, the Board voted unanimously to do so.
- Nominating Committee – Deb Sodt
There are several candidates for office, but the Committee is still accepting candidates Members who are interested in running for one of the executive offices (president-elect and secretary), should contact Deb Sodt. Nominations for open positions should be made to any member of the Committee (Deb Sodt, Carol Pozsik, Denise Ingman, Sue Etkind, and Charles DeGraw).

III. New Business

A. Survey from NACCHO – Christine Olson

- Christine Olson is a preventive medicine resident working in Seattle/King County for a year. This project came about when their TB Control Officer was trying to characterize the issues regarding isolation in their area. They would like to determine what programs

actually do “on the ground” with their legal authority, then ultimately develop a “best practices” document.

- She is developing a draft survey tool addressing legal authority in the Health Department. A comment was made by the Board that only surveying the 30 highest incidence areas will not yield representative information. The NTCA board to send additional comments to Carol Pozsik by 1/23/09. Carol Pozsik to provide the comments to Christine Olson.

IV. CDC Discussion Items

A. Formula Update – Kashef Ijaz

- DTBE received the recommendations of the 2010 CoAg Formula Workgroup.
- The formula process will be used based on the recommendation of the Workgroup – 45% of base redistributed in 2010 and 60% in 2013. For the “hold-harmless” states, a \$100,000 base was established and then the formula will be applied.
- The “big city” funding issue was discussed and evaluated many different ways, but the final decision is to not make any changes in the way this group is funded at this time. DTBE will work with the states and big cities receiving funding to transition toward a formula-based system in the future.
- DTBE investigated the issue of “indirects” and determined that the savings to programs would be substantial if a reasonable cap could be applied at the CDC level. DTBE was informed by PGO that this is a legal issue that requires negotiation with states, etc. to make a change, and therefore DTBE could not institute a cap at this time.

B. Budget Update – Phil Talboy

- The Board questioned the possibility of a rescission in the expected budget. Nothing has been confirmed, but the rescission could be anywhere from 1% to 5%.
- If new, additional funds are received, DTBE will determine how the funding will be used.

C. Third-party Payment for Annual Conference – Kashef Ijaz, Phil Talboy

- If programs are prohibited by their states or cities from traveling to the June conference using direct CoAg funds, DTBE will work with NTCA to pay for those programs to travel to the conference. All states have been queried by their PHA to determine the number of programs affected.
- It is likely that DTBE will take funds from the remaining 10% of the CoAg to pay for the conference attendance.

V. Next Meeting

The next NTCA conference call will be February 19, 2009, at 11:00 a.m. Eastern Time.

Minutes submitted by Denise Ingman, NTCA Secretary.