



National Tuberculosis Controllers Association Executive Board Conference Call Minutes March 19, 2009

I. Attendees

- A. NTCA Board Members: Jim Cobb, Phil Griffin, Carol Pozsik, Denise Ingman, Deb Sodt, Kim Field, Kathy Hursen, Pat Infield, Cristie Chesler, Shea Rabley, Ron Karpick, Allan Lynch
- B. CDC Staff: Kashef Ijaz, Dawn Tuckey
- C. Guests: None

II. NTCA Board Discussion Items

- A. Secretary's Report – Denise Ingman
 - There were no comments on the February minutes; they were accepted by the Board.
- B. Treasurer's Report – Carol Pozsik (in Kristin Rounds's absence)
 - The TB Walk bills thus far have been paid. 984 walkers registered.
 - 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. NTNC Report – Kathy Hursen
 - Judy Gibson from CDC will join NTNC's monthly conference calls during the first half hour of the call. This is what is done with the DTBE senior staff on the NTCA conference call.
 - The slate of officer nominees will be complete by the next meeting.
- D. NSTC Report – Ron Karpick
 - Speakers have been confirmed for the Monday educational session during the June conference.
 - Survey results will be presented at the June conference.
 - A draft meeting agenda will be distributed to members this month.
- E. President's Report – Phil Griffin
 - Stop TB USA has an urgent need for financial support for graphic design on this report. Phil Griffin determined that NTCA can provide the funding. NTCA will be credited in the report for its financial support.
 - Kathy Moser has resigned from the Board due to her inability to participate in the NTCA monthly conference calls. Kathy's position will not be filled at this time. After two more meetings, a new Board member will be elected. Kathy to work with her constituent states through the June conference.

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- Upcoming meeting dates were discussed for 2009. Carol Pozsik requested that the persons responsible for these meetings contact here as soon as possible regarding meeting details.

F. Executive Director's Report – Carol Pozsik

- Details discussed for the Board retreat beginning on Saturday morning through Sunday noon (June 13-14). Agenda items to be sent to Phil Griffin.
- Conference registration is proceeding online. Initial problems of registration website have been resolved. Carol and Sherry Brown are working out room blocks. Next year, we will look into hosting the registration on the NTCA website.
- NTCA will develop an annual report summarizing all NTCA activities and have it available at the annual conference.
- The membership application needs to be updated, uploaded on the website, and available for the conference. Deb Sodt, Shea Rabley, and Kathy Hursen volunteered.

G. Committee/Workgroup Reports

- EDN Workgroup – Deb Sodt
EDN Workgroup to be restructured. Size of the workgroup to be limited. Composition of the workgroup to reflect incidence. Carol, Deb Sodt, Al Forbes, and Kashef Ijaz to work on membership of the workgroup. Problems with the EDN system remain. CDC is hiring a PHA to coordinate the EDN system.
- Nominating Committee – Deb Sodt
The slate of nominees was sent to the Board by Deb Sodt. The slate of nominees passed unanimously. Ballots are being read for mailing. Future voting could be electronic if by-laws are updated to allow for this. Deb and Kim Field volunteered to develop draft language to change by-laws.

III. New Business

A. Request for Survey – Phil Griffin and Carol Pozsik

- Jim Hadler, NYC Department of Health, Commissioner's Office, has requested a short survey of TB controllers about treatment legal requirements.
- The survey will be delayed until after April 1st to allow completion of the annual report. The additional of a question on LTBI registries was suggested.

IV. CDC Discussion Items

A. 2010 CoAg Announcement – Kashef Ijaz

- Not yet determined by PGO whether the 2010 announcement will be continuing or non-continuing. If designated as non-continuing, there may be a way to obtain special permission to allow carryover. Nothing is final yet.
- DTBE desires that grants be continuing so that funds can be carried over between years.

B. Analysis of Travel to June Conference – Kashef Ijaz

- DTBE completed analysis of the state/city travel restrictions and identified 18 project areas with travel restrictions. Of these, 16 can travel if paid for by a third party, and two cannot travel at all.
- PGO may write a letter to these states about withholding funds from the CoAgs that are not used to attend this required meeting. The letter to go directly to the project area business offices, copies sent to DTBE, who will, in turn, provide it to the TB controllers and health officers in the affected states.

C. World TB Day – Kashef Ijaz

- In addition to the TB Walk in Atlanta this weekend, Carol Pozsik and Phil Griffin have been invited to attend the World TB Day functions at CDC next week. State programs on the call gave information on local activities. Kashef encouraged Board members to take the information on these activities into CDC for their website posting.

V. Next Meeting

The next NTCA conference call will be April 16, 2009, at 11:00 a.m. Eastern Time.

Minutes submitted by Denise Ingman, NTCA Secretary.