



National Tuberculosis Controllers Association Executive Board Retreat June 15, 2009

I. President's Welcome & Call to Order – Phil Griffin

A. Annual Report

The 1st NTCA Annual Report has been developed and is available. It summarizes many activities NTCA members have been involved in over the year 2008.

B. Projects Specialist

NTCA has received an increase in funding from CDC from \$142,500 to \$230,000. Jennifer Kanouse has been hired 25% time as the Projects Specialist to work on a variety of projects, including the website, coordinating workgroups, assisting with the annual meeting, and other projects requested by CDC, Carol, and members of the Board.

C. Acknowledgements

Phil thanked Carol Pozsik, Shannon Terregone, and Jennifer for their hard work and continued dedication to the organization. Phil also thanked Board members with terms ending this month, including Kathy Moser and Deb Sodt. He also thanked out-going NTNC president Kathy Hursen and out-going NSTC President Ron Karpick.

D. Current Board Members

Board members completing their terms were Kathy Moser and Deb Sodt. Also completing their terms were out-going NTNC president Kathy Hursen and out-going NSTC President Ron Karpick. Both Kathy and Ron will continue to serve on the board in past-president positions for an additional year. Current board members from June 2009 through June 2010:

- o Executive Board:
 - Past-president – Jim Cobb
 - President – Phil Griffin
 - President-elect – Kim Field
 - Secretary – Denise Ingman
 - Treasurer – Kristin Rounds
 - NSTC Section – Michael Leonard
 - NTNC Section – Kathy Kolaski
- o High-Incidence:
 - Charles Wallace – Texas
 - James Watt – California
 - Jon Warkentin – Tennessee

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- Medium-Incidence:
Sue Etkind – Massachusetts
Peter Davidson – Michigan
Iram Bakhtawar – Arkansas
 - Low-Incidence:
Cristie Chesler – Utah
Allan Lynch – Iowa
Pat Infield – Nebraska
 - At-Large Member:
Shea Rabley
 - Immediate Past Presidents:
NSTC Past Present – Ron Karpick
NTNC Past President – Kathy Hursen

E. Update from June 2009 Board Retreat

The Board is in the very early stages of developing a strategic plan. There are four strategic areas to develop: 1) Workforce Development, which would focus on recruitment and advanced training; 2) Advocacy and Outreach, which would focus on advancing TB program visibility and status; 3) Communication, which would focus on how to communicate messages to key audiences and facilitate communication between members; and 4) Infrastructure, which would evaluate and assess the mission and objectives of NTCA. The Board will apply for affiliate membership with ASTHO and tried to reach out to STD/HIV organizations.

II. **NTCA Board Discussion Items**

A. Secretary's Report – Denise Ingman

- Minutes of the 2008 NTCA Annual Business Meeting were distributed for comments and discussion. There was no discussion; the minutes were accepted as written.

B. Treasurer's Report – Kristin Rounds

- The treasurer's report was distributed.
- The increase in Cooperative Agreement funding was notable.
- The annual audit was completed and resulted in an excellent report, which is available upon request from the NTCA office.
- There were no questions or discussion, and the report was accepted as written

C. National TB Nurse Coalition Report – Kathy Hursen

- The nurse's group has changed their election cycle to coincide with NTCA's.
- The new board members are as follows: Kathy Kolaski, President; Kathy Hursen, Past-President; Dawn Farrell, President-Elect; and Tammy McKenna, Secretary.
- Kathy Kolaski reported that the NTNC Annual Meeting held today was well attended and productive.

D. National Society of TB Clinicians Report – Ron Karpick

- The NSTC section held its business meeting today.
- New Board members are Michael Leonard, President; Ron Karpick, Past-President; Charlie Crane, President-Elect; and Jenny Flood, Secretary.
- Ron recognized Jon Warkentin for organizing the results of a survey conducted to determine the direction and goals of the NSTC Section.

E. Executive Director's Report – Carol Pozsik

- Board Meetings
Carol facilitates a monthly conference call with the NTCA Board of Directors. She encouraged members with concerns or items of discussion for the Board to contact her to add those items to the agenda. There is also a designated time for discussion with CDC on every conference call. Carol makes herself available to members and other partners who are encouraged to contact her with news, information, concerns, or discussion topics for the monthly conference call.
- Zoomerang Surveys
NTCA has a Zoomerang account and can assist conducting surveys of interest to the membership. All surveys must be cleared through the Board.
- Advocacy
The advocacy group has very frequent meetings. NTCA has partnered with Stop TB USA, RESULTS, ATS, and others to advocate for increased awareness and funding for TB control. Nuala Moore of ATS was recognized for her assistance in getting information about TB programs to members of Congress. Carol also thanked all the members on the Advocacy Committee for their commitment to advocacy efforts for TB. Five NTCA members will be attending the RESULTS conference in Washington, DC, next week.
- Committees
It was emphasized that the committees and workgroups are not just for Board members. We would like all members to participate and welcome new ideas and interests. Please contact Carol if you would like to assist in any area of the organization.

F. Committee/Workgroup Reports

- Annual Conference Planning Committee – Phil Talboy
Phil thanked the committee that worked for about a year to plan the conference agenda for 2009. The committee met once a week by conference call to complete their work. They used comments from the evaluations from last year and suggestions from committee members to plan the 2009 agenda. There were 459 persons pre-registered for the meeting this year. Dr. Frieden is the keynote speaker, and everyone in the TB world is happy to have him back. Phil thanked NTCA members for their dedication to TB and their efforts to get recognition of TB in Congress, recognition which has at least tripled showing that our advocacy efforts are making a difference. Dan Ruggiero's historical TB display was recognized, and members were encouraged to visit the display. Charles DeGraw recommended that

the annual conference be held in Washington, DC, to facilitate advocacy. NTCA has already signed a contract to have the meeting in Atlanta in 2010, but he will bring it up with the committee for future years, and DTBE will do a cost comparison about moving the meeting.

- By-Laws – Phil Griffin
Proposed changes to the NTCA By-Laws needed to allow electronic balloting for elections were presented to the membership. The membership voted to unanimously approve electronic balloting for 2010. This will save resources both in terms of staff time and expenditures.
- TB-Electronic Data Notification (EDN) (for immigrants and refugees) – Deb Sodt
Deb and Mike Arbise represent NTCA on this committee. DTBE recently sponsored an EDN Summit, which was facilitated by Tom Stuebner of the Francis J. Curry RTMCC. Discussion centered on communication and the current problems of extensive delays and other issues related to accuracy. There is currently a 16,000-patient backlog, and the State Department is anticipating 80,000 new immigrants and refugees for the year. There is a proposal to deal with the backlog, and new notifications are moving ahead, but very slowly. Main outcomes of the summit included hiring a project manager for the EDN system, increasing the staff, and bringing the state refugee coordinators into the workgroup.
- Model TB Law Workgroup – Mike Holcombe
The initial development of the model law was not an acceptable document. Although many changes had been made, there were still many concerns, and NTCA voted NOT to endorse. CDC is proposing the development of a model with “drop-down” menus that states can use to customize their own laws and/or policies. This project is more than just writing a model law – it includes an inventory of TB laws in 25 states and NYC. In addition, exercises were conducted in Florida and Kansas with key findings to be published.

III. Other Business: Conference Travel – Phil Griffin

Travel restrictions at the state and big city level had a detrimental effect on this meeting, and the PGO letter to states resulted in a positive impact for travel to this conference. DTBE will continue to work with PGO to develop policies related to the states repurposing grant funds budgeted for travel.

This concluded the NTCA Annual Meeting.

Minutes respectfully submitted by Denise Ingman, NTCA Secretary.