



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

I. Attendees

- A. Carol Pozsik, Denise Ingman, Kim Field, Phil Griffin, Shea Rabley, Sue Etkind, Jon Warkentin, Cristie Chesler, Allan Lynch, Pat Infield, James Watt, Jim Cobb, Peter Davidson, Michael Leonard, Ron Karpick, Kathy Kolaski, Jennifer Kanouse
- B. CDC Staff: Phil Talboy
- C. Guests: None

II. NTCA Board Discussion Items

- A. Secretary's Report – Denise Ingman
 - o The minutes from the last meeting were reviewed and accepted by the board..
- B. Treasurer's Report – Carol Pozsik (in Kristin Rounds's absence)
 - o The NTCA annual financial audit is scheduled for January 11, 2010.
- C. President's Report – Phil Griffin
 - o Phil Griffin reported on the October ACET meeting. A presentation on the Marshall Islands was given by Dick Brostrom and others from the Pacific Islands. They discussed the state of TB there, the history, practices, and funding. No action was taken, as more time was needed for further discussion.
 - o Iram Bakhtawar has resigned from the board because she has accepted a new position not in TB. Phil will determine which candidate from medium incidence received the second highest number of votes, determine that candidate's willingness to serve on the Board, and notify the board of the outcome.
 - o Phil contacted Deb Sodt, and she agreed to chair the Nominations Committee again. Members should contact Deb directly if interested in working on this committee.
 - o It is time for annual performance reviews and decisions on merit raises for the office staff. Carol will complete Shannon's evaluation. Phil, with the board's assistance, will complete Carol's and determine any appropriate merit raise amounts.
 - o CDC public health advisors are in the process of interviewing each of their states regarding the RTMCCs. The intent is to determine the relationship between the states and the Centers, any unmet needs of the states, etc.
 - o Program Profiles Project
After NTCA members met with DTBE requesting funding for TB

medications, it was emphasized that it is important to understand how the different state programs around the country are currently functioning. Jennifer is getting this project going again and has met with Nuala Moore and some other key persons about the kind of information and documentation needed. Nuala said initial information needed from the states includes: 1) ARPE data by state in order to enumerate the effort devoted to contact investigations; 2) an inventory of positions within each state, including administrative structure (centralized vs. decentralized); and 3) funding and costs based primarily on the grants received. Nuala said the county (local) information is not needed at this point. In addition, the cost to treat TB will be determined at a national level, so states do not need to provide their costs at this time. Carol added that states can still respond to her recent request for information on the setting of TB treatment in each state (public TB clinic vs. private sector).

D. Executive Director's Report – Carol Pozsik

- At the 2010 National TB Conference, there will be a joint APHL and laboratory meeting increasing the total attendance by approximately 250 people. The Board agreed that the conference for 2011 will be limited to TB controllers and staff, CDC, and state and big city lab staff. There will be a laboratory meeting on Monday, and lab personnel are welcome to stay on for the rest of the conference if they choose. The Board discussed the benefit of some TB controllers attending the national APHL meeting at least periodically to ensure the that subject of TB is on their agenda.
- Traditionally the Board retreat has been held prior to the beginning of the conference. This year, however, the Sunday prior to the conference is Father's Day. Board members were asked if they would prefer to continue to have a pre-conference retreat or a post-conference retreat. Members present said they could stay on after the conference. A decision will be made within the next month.
- For the 2009 Annual Report, it is time to get reports on meetings, workgroups, travel, etc. written and submitted to Carol, Jennifer Kanouse, or Phil Griffin. Phil or Carol will develop a list of reports needed and get to the board. Carol noted that if information is received by December, she could include it in the annual grant report.
- NTCA was asked to have an exhibit during the March IUATLD-NAR meeting in Orlando, Florida. Carol wants help developing the exhibit. Ideas from the Board included using pictures taken at the regional meetings, describing who we are and what we do, having a white paper available describing NTCA, having reports on activities available, and including the history of NTCA. Carol added that the banner needs to be re-done too. Carol would like to have a short-term committee work on this project with her. She will send out an email to the membership and ask for volunteers and more ideas.
- Stop TB USA has requested an additional \$925 to complete the national TB elimination document they are developing. The funds will be used for page layouts, proofing, etc. It was moved and seconded to grant this request and the motion passed unanimously. (Previously, NTCA contributed \$2,500 for graphics.)

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- Phil Talboy informed Carol that there is an annual fund raising event by federal employees to charities and non-profits. Several DTBE staff mentioned that if NTCA was on the list, they would contribute. Phil Talboy does not know what it takes to get an organization included, but feels it would be worth looking into.

E. Committee/Workgroup Reports

- Patient Care Committee – Sue Etkind
In the immediate future, Sue will not be able to devote much time to this project for a while and asked if anyone would like to work on it or it will be delayed. Kim Field would help but cannot take the lead. James Watt suggested asking Bob Benjamin to work on this with Kim (and Sue when she can). James will contact Bob to determine his interest.

III. CDC Discussion

A. Cohort vs. Other Evaluation

- This subject came up at several regional meetings this fall. Phil Talboy thanked everyone for their comments from the field. DTBE is forming an internal group within the Field Services Branch that will work on this topic initially, and then they will present their information to NTCA for comments and assistance.
- James Watt commented that the Curry TB Center is currently interviewing states about the type of case management review they do. DTBE encouraged to work with the Curry Center from the beginning. Questions that the Curry Center developed for interviewing to Phil Talboy.
- Comment was made that it would be helpful if all the RTMCCs were involved in interviewing states in their respective jurisdictions. Kim Field was asked to describe the Curry survey. She said there are two tools, one for states doing cohort and one for those who are not. Phil Talboy commented that he would recommend to Kashef Ijaz and Joe Scavotto that the other RTMCCs complete interviews with their states and use the same tools for consistency.

IV. Next Meeting

The NTCA conference call in December was cancelled. The next meeting is tentatively set for January 14, 2010, at 11:00 a.m. Eastern Time. This is a change from the regularly scheduled time (3rd Thursday of the month) due to conflicts with TBESC commitments.

Minutes submitted by Denise Ingman, NTCA Secretary.