EDN Work Group Meeting Drafted Minutes
Thursday 11/10/2011, 10 am (PDT), 1 pm (EST)

Call-in number: 1-800-250-2600
Participant code: 706794

1. Roll Call- Adam Palmer, Ayesha Bashir , Meghan Weems, Daniel Wenger, Maura McGarty, Shameer Poonja, Jenna Kirschman, Kate Penrose, Jose Zabala, Marge Higgins, Blain Mamo, Marisa Ramos
   Minutes- Ayesha Bashir

2. Follow up on action items from last call

   a. **Future call schedule - will continue with 2nd Thursday @1:00 EST every 2nd month**

   b. Workgroup description, member responsibilities, and communication with EDN users
      -workgroup minutes will be posted on the ARHC page, does NTCA have a webpage to post minutes? What is the best way to share our discussions/decisions?
      Discussion – The above information is posted on the ARHC website but TB members of EDN do not have access to this site because it is designed only for refugee members. It is suggested that the above information and minutes for this workgroup be posted on both the ARHC and NTCA sites. The EDN co-chairs will contact NTCA and see if this is possible. The workgroup description will be edited to include the NTCA logo and also TB representatives.
   c. Draft of TB follow-up guide.
      Discussion - The deadline for reviewing the TB follow up guide is November 18. It has to undergo approval and should be available in a few months after the deadline. The new TB follow up worksheet form might take longer than 1 year; it has to undergo clearance by the Office of Management and Budget (OMB) which takes care of the legal and ethical review of every document.

3. EDN Update (Meghan) - recruitment for the EDN pilot online testing is complete. If your state would like to bring in local jurisdiction users for EDN, please contact Meghan. No new EDN releases coming anytime soon.

4. EDN User Issues

   a. EDN access for refugee health staff that do not work for state health departments (South Dakota for example)
      "I think that there may be one person in the state who does all the TB stuff, but I am the Program Coordinator for the Preventative Health Grant that we co-wrote with Lutheran Social Services, who is the refugee resettlement site. I have not accessed the EDN site before, but we do all of the initial healthcare, so it would be beneficial to us. I work at a Community Health Center in Sioux Falls, South Dakota and the only resettlement site is here."
      Discussion- Questions came up about states that do not have a refugee health coordinator or refugee health staff member in charge of EDN, and also what happens at the state/jurisdiction level when the primary EDN user leaves? If the primary EDN user leaves his/her job, then refugee

EDN notifications would not reach outside providers that screen refugees. In certain states refugees are followed by community centers that do not have access to EDN. Wilson Fish states do not have refugee health coordinators, so someone outside of the health department is granted access to EDN. There is not a list of states that operate in this way. Each state should decide on who uses EDN and how EDN information gets to refugee providers in their state. The EDN list needs to be kept up to date. Meghan updates it every 6 months.

Suggestion was for each EDN team leader to follow up with their states every 2 month: send out an email requesting any issues for the EDN workgroup calls and at the same time remind the states/jurisdictions to keep their EDN user list up to date. Any changes for EDN user list can be sent to Meghan. Remind states that if they know of anyone that needs access to EDN, even those outside the health department, they should contact Meghan to see that they are added.

b. EDN arrival numbers do not always match state arrival numbers (Rhode Island)
Discussion- EDN should have 100% of the refugee records. Hard to resolve by EDN because the refugee could have an address in a different state, a different process for how they entered the country or moved to another state. If you want to compare a refugee list with EDN you can contact them.

c. Obtaining scanned documents for arrivals that are not in EDN (talk about the changes in processing on the EDN side and see if there are better ways to troubleshoot when we have problems like this) (Massachusetts)
Discussion- Issues came up on getting scanned documents, wrong information, only getting lab reports. Quarantine station personnel review the package information. States that do not have Quarantine personnel or are sub-ports, CVP reviews the package. For any information, always contact the EDN helpdesk and they will try to track down the information.

d. Family arrivals not always grouped together and entered into EDN on the same day (Massachusetts)
Discussion- It's possible that with large families, one member has a health condition that requires an additional health screen and this delays the process. EDN will look into this and see if it can be improved.

e. Secondary migrants who are notified from EDN, it will be good and easy if there is a functionality to indicate secondary migrants movement from which state to which state, rather than contacting the state health or resettlement coordinator that take a lot of time. (Pennsylvania)-
Discussion- resolved, EDN cannot do his.

f. Possibility of flagging refugees who are arriving with a SMC (Special Medical Conditions) form?
Discussion- EDN has no effective way of loading the SMC form into EDN right now. The SMCs come as separate documents. EDN would need an automated process to incorporate the SMC PDF with the scanned documents PDF. In the meantime, Daniel will get the percentage that have Class B conditions versus no Class B condition for the next call. Suggestion on how to handle this topic will be discussed in the next call.

g. Can the screening status summary for 2nd migrants be displayed on the "migration report" section rather than just on the Update Address section? (North Carolina)

Discussion-This sounds like a good idea because it makes more sense for the screening comments to be located in the migration report section as this is where we would go to see where the client is living in our jurisdiction. EDN will consider the change.

h. On the alien list page -- Is there any way to be able to sort only the current page rather than all files (for past year)? Could that be considered? That way you could sort everyone who came in that week especially if different family members were put in on different days, which is common. Not a big deal, but others may find useful? (North Carolina)
Discussion- EDN doesn't foresee making this change as the Search Function can always be used.

5. Other

Next meeting: January 12, 2012 1:00pm EST