

ISC Steering Committee Meeting Minutes
Wednesday, September 19, 2007 ♦ 1:30 P.M. (EST)

Members Present: Diana Conti, Betty Bekemeier (minutes), Susan Radius, Paul Meissner, Nsedu Witherspoon, Liz Zelazek

Members Absent: Michael Case, Tamar Klaiman, Steven Wallace

Staff: Fran Atkinson, Tanisha Battle, Natasha Williams, Jessica Murray

Topic	Discussion	Action
I. Minutes	<ul style="list-style-type: none"> • Motion to approve the August Minutes was successful. No objections 	<ul style="list-style-type: none"> • Minutes approved.
II. Report from APHA Staff (Fran)	<ul style="list-style-type: none"> • Busy preparing for the Annual Meeting • Extended Tanisha's time to help assist the new supporting staff in the process of getting Section website up and running • Has been working on the multi-unit process. Once cost is approved staff will be able to roll it out hopefully by January or February, so programming has continued. • Has been busy with the current SPIGS (not Health Information and Technology) • Has been working on the Get Ready Campaign. 	
III. Candidate Forum Survey	<ul style="list-style-type: none"> • Susan – People seemed content with the current process. Proximity to the Annual Meeting may influence our responses. Once ISC Steering Committee members look over the current process, we should pass any revisions onto the APHA Nominating Committee. • Suggestion to have Betty have the survey results become an agenda item for the ISC to look at after the APHA Annual Meeting. • This year there are many candidates, so it may not be the best year to introduce and substantial changes but too late for changes at this point. • Susan suggested the ISC Steering Committee and COA 	<ul style="list-style-type: none"> • Liz A. will email an invitation to the ISC Steering Committee to attend the Affiliate COA Forum for candidates in Nov.

	combine to come up with some clear recommendations for moving forward.	
IV. ISC SC Elections (Fran)	<ul style="list-style-type: none"> • There has been a little delay. The slate went out this Monday. An e-mail went out to those candidates that did not win and stated that the ISC Nomination Chair would be happy to talk further on the matter. One individual would like to know why he was not included on the current slate. Susan Myers (ISC Nomination Chair) is following up with this individual. • The Executive Board Appointee vacancy is up next for Fran. 	
V. Genomics Group Update	<ul style="list-style-type: none"> • There have been attempts to set up a conference call that Betty would moderate between the Genomics group leaders and Epi Section Chair (Stan Weiss) who has voiced concerns about the establishment of a Genomics Forum. • It is recognized by the ISC/SC that it would have been best to not rush the process at the time, but to have had Stan's concerns made known to the whole ISC. • We can/will help make this happen and give the Genomics group a chance to give their rebuttal. • Should the Epi Section and Genomics continue to disagree, after they have talked together, we will send the info out via email to the full ISC. The ISC can then give input in reply. The ISC/SC can then take this input and make the final recommendation on this for the Executive Board. This needs to happen by October so that it can be finalized by EB. • The policy created by TFAIR states that the ISC can't hold an application for more than 3 months, but it was also discussed on the call that we could ask for an extension as needed, given the newness of this process. • Stan W. has a strong opinion about this and represents the Epi Section. Jody from the Genomics Forum group needs to hear about these Epi Section concerns. Jody & Sharon then can take these concerns to the Genomics Forum and consider the issues. Ultimately, however, it is the decision of the ISC/SC to 	<ul style="list-style-type: none"> • Fran will email Stan & Jody about meeting by phone asap.

	decide to recommend a Forum or not.	
VI. SPIG update	<ul style="list-style-type: none"> • Next month the ISC/SC will be reviewing the Disability application to become a Section. • Fran will first send this info out to the broader ISC ~Oct 1. The ISC/SC will then review this at our next meeting. • Fran has been in discussion w/ others that haven't been seemingly active at all, but they are (e.g. Veterinarians, Labs) getting new leadership and have been showing more interest in activity (e.g. showing up for web site development training). So more SPIGS may, in fact, be considering growing into Sections. 	
VII. Liaison Reports	<ul style="list-style-type: none"> • Nothing reported 	
VIII. Other new business	<ul style="list-style-type: none"> • Ideas were brainstormed for the Nov. ISC/CoA meeting <ul style="list-style-type: none"> • Results of Candidate Forum survey • Ways to increase membership • Joint Membership planning update <ul style="list-style-type: none"> i. It was discussed that the ISC and CoA may not have much to contribute to this at this time. • Utilizing students better—particularly through the SA and getting students involved with affiliates • An update on the Kellogg grant and awardees • An update on the “grasstops” advocacy project • Discuss infrastructure needs of APHA <p>It was discussed that we don't want to have lots of “updates,” but more “activity” occurring during this meeting. Activities could include:</p> <ul style="list-style-type: none"> • Forming a joint ISC/CoA meeting related to advocacy. There was some discussion that we are already “past this,” but it was proposed that a small, temporary “task force” called together to discuss where we could/should go next w/ advocacy and then come up w/ some ideas of how to work on this w/ people at this ISC/CoA meeting in Nov. 	<ul style="list-style-type: none"> • Diane, Liz Z, Betty, and Stephen (CoA) will meet by conference call to do additional planning for the ISC/CoA meeting in November.

	<ul style="list-style-type: none">• Have people grouped at tables relative to their Regions versus their Sections, such that people see people in their geographic areas that are part of this leadership. Then have these individuals identify more ways for working together. This might not work particularly well, given these disparate #'s of people that will be representing different regions.• Tables could be organized by “issues” and participants could be asked ahead of time to say which issue area they’d like to spend some time re advocacy. e.g. Tobacco, Obesity, Infrastructure development• Identify ways to join practice and science so that we all better use each others’ expertise—we could brainstorm re this.• Discuss some concrete proposals—e.g. IT recommendations; something re advocacy• Participants could also have several tables to sit at re Student membership, the Kellogg grant, etc. In any case, people should be invited ahead of time and asked to think about participating in a specific issue area.• Brainstorm ways that the ISC/CoA could work better together and then work with those/that issue. Just having• Do some “fun stuff” that included having people stand up (or change seats) relative to the region they belong to, what affiliate they are a member of, etc• Ideas brainstormed for the Nov. ISC meeting<ul style="list-style-type: none">• Revisiting the notion of Work Plans• The meeting ended, due to time, w/o much additional work related to planning for this Nov. ISC meeting.	
--	--	--