

MINUTES

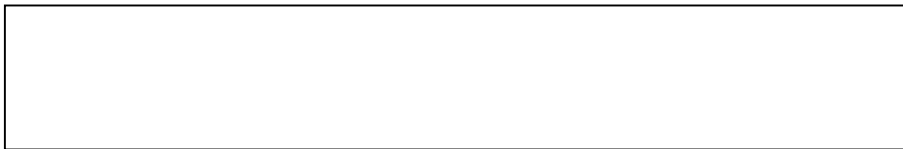
Members in Attendance: Peg Strub, Karen Cohn, Marie Hoemke, Gloria Thornton

Absent Members: Barbara Conner-Anderson, Maria Elena Alioto, Niels Tangherlini

Guests and Staff: Gail Herrick, Nan Madden, Anjali Nath, staff

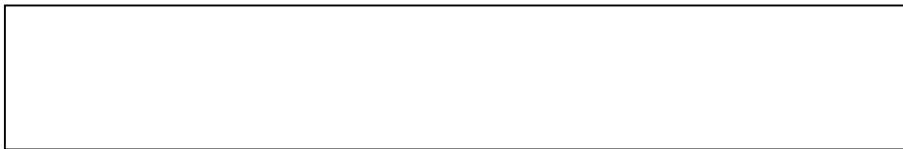
Item	Meeting Notes/Decisions	Outcomes
I	<p>Welcome, Introductions & Sign In Facilitator: Peg Strub Timekeeper: none Recorder: Anjali Nath</p>	
II	<p>Review Minutes, Agenda & Set Time Revision: under Communications Plan Development Clarified that idea suggested at last meeting was: Find a way to support Audrey's and NP position institutionalized – Karen updated that she spoke with Pamela Levin about keeping Audrey's position. Karen wrote a proposal at the end of December to keep Audrey beyond grant by putting it in the budget instead of in the City's addback process. This is a step toward institutionalizing resources.</p> <p>Segued into discussion about the need for more data in order to better understand where the highest need is. To be continued in item III below.</p> <p>Marie suggested that we need a person to oversee asthma issues and services in the city.</p> <p>Added Dr. David Pepper's name to Item IV</p> <p>Marie distributed the State Asthma Medications Law fact sheet.</p>	<p>Minutes approved</p>
III	<p>AE-C Certification Course Gail reported that all is going well. KP via Kathy Perry is providing 2 lunches. Karen Smith helped with coaching sessions. 28 people came to the last one. Next Coaching session will be at Carr Auditorium, January 30th, 11am. Suggestion to develop a participant satisfaction survey.</p>	<p>Gail & Karen will adapt participant satisfaction survey for coaching sessions and prep course. Gloria will send sample.</p> <p>Gloria will resend email to Kathy</p>

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	<p>Nan may be brought in post exam as a speaker along with other speakers.</p> <p>Project got a \$1000 grant from Genentech to support refreshments for 80 people. Contracted to provided specific lunches and designated breaks. Contracts with trainers/vendors has gone through. All things are in place. Kaiser will be able to cover cost of 18 exams. 3 CPMC, 35 through ATF/Board funds, 18 covered through Kaiser totals 56 exams covered.</p> <p>Committee Members will assist with setup and during training. Feb 2nd, 12noon, Carr Auditorium, 22nd and San Bruno \$10 parking in lot on 23rd.</p> <p>Gloria and Karen will do introductions. Peg and Karen will work to ensure evaluation of course. Include list of possible topics. On day of: Gloria & Karen will make intros and announcements on Thursday. Peg will announce opportunities for future support on Friday morning. Karen will announce next steps (CEUs).</p> <p>Gail and Karen have opportunity to get data from Anson Moon Ideas: Measures of flare ups Where are they going? (Kids and adults) Who are primary care doctors? Need Hedis measurements, have just changed for asthma – BC will have this data soon Hospitalization and ER data Use same variables as HEDIS and see how closely he can model from that</p> <p>Karen pointed out that this initiative is making a big impact on adults with asthma which is a big deal.</p>	<p>Perry to clarify that offer was for educational opportunity, not certification exam.</p>
<p>IV</p>	<p>Website Peg mentioned that Kaiser Permanente has regional program that has offered to develop this website. Suggestion to have Anjali speak with Jeffrey directly and discuss city</p>	<p>Gloria send Karen HEDIS information</p>

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	<p>guidelines and software to ensure we can make most effective use of city's and Kaiser's services to develop a sustainable website that can be translated from the city's format to another.</p>	<p>Anjali will re-email website assignments</p> <p>Anjali will translate Peg's visual to a soft copy</p> <p>Anjali will connect with Kaiser contact regarding website</p>
VI	<p>Asthma Emergency Care Plan folders Marie facilitated a conference call after which it was agreed that the form would become 1 2-sided page. Now solidifying it to go through legal dept of SFUSD. Marie and others will be meeting with School Health Programs to finalize folders.</p> <p>DHS came up with State guidelines for asthma for schools. Marie brought in the binder to show members and members requested copies. CA School Nurse Association and ALA were sent a copy. Ardis Hanson is reproducing relevant sections and will be distributing to teachers and other staff at SFUSD.</p>	<p>Gloria will send list of providers that received care plan folders initially from BC</p> <p>Marie will look into availability of additional Asthma Toolkit for Schools.</p>
VII	<p>Budget <u>Possible uses of funds for FY'06-07</u> Pay for another 35 exams Buy more supplies – lung models, placebo albuterol, spacers, etc. Videos, bed covers Other will be done through contract with ARC, Inc.</p>	<p>Gail will look into Health Edco for a kung model; also call Rowena at SFHP or Lisa Kroon to bring in spacers and educational tool kit.</p>
VIII	<p>Communications plan development Anjali has started to format Clinical Committee Objectives in same format as the ATF workplan to simplify and guide work and decisions around issues like budget and communications.</p>	<p>Anjali will speak with Peg to tweak objectives before next meeting</p>
IX	<p>Hospital Council Karen has been invited to the Charity Care meeting on Feb 3rd; expert speaker is Kevin Barnett</p>	
X	<p><u>Next Meeting:</u> Monday, February 27, 2006, 12-2pm, City Hall Rm 278</p>	

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