



MINUTES

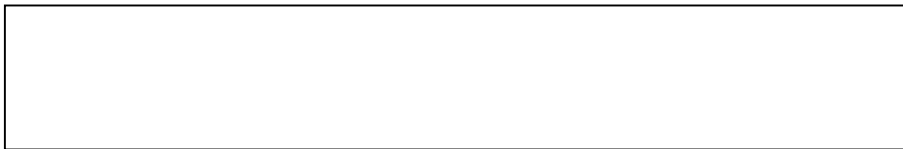
Members in Attendance: Peg Strub, Karen Cohn, Marie Hoemke, Gloria Thornton

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	Welcome, Introductions & Sign In Facilitator: Peg Strub Timekeeper: none Recorder: Anjali Nath	
II	Review Minutes, Agenda & Set Time	Minutes approved
III	<p>AE-C Certification Course Reviewed Evaluation summaries compiled by DPH for Coaching Sessions (32 returned) and Needs Assessment for Asthma Advocate Meetings (47 returned). Overall looked like people were satisfied – happy that information was basic, could have used more time to ask questions.</p> <p><u>Possible Next Steps:</u> May want to consider doing a training for unlicensed people (MAs, UCSF, etc.) Needs Assessment for continuing Asthma Advocate Meetings</p> <p>Karen Smith also had ideas for followup she'd be interested in– devise practice, case studies, systems change coaching.</p> <p>Have Karen Smith run practice sessions/review before exam. Gail suggested to pass the exam memorize the NIH guidelines and severity classification grid. PFTs,</p> <p>Offer review course March–June once per month. Coaching sessions pre-exam – guest speakers around exam review topics. Alaina Poon/Lisa Kroon (Pharmacology) Peg Strub (Allergy) Shannon Thyne (Spirometer) Medications</p>	<p>Gail to speak with Karen Smith to go over possible follow-up prep/review for participants</p> <p>Karen Smith -email out suggestions/tips for prepping for the exam (info to review) to training participants -email out practice questions</p> <p>Committee to work on program and organization of meeting</p> <p>Committee to develop networking model</p> <p>Gloria & Peg will submit a letter</p>

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	<p>Special Needs Cultural Issues Allergic Rhinitis</p> <p>Figure out when first Networking Session would be (September?), where, speaker – ½ day, speaker, what’s working, what’s not, small group discussion, networking, updates, reviews, lunch (based on Kaiser model). Blend also with topics on systems change & dealing with Special Needs groups.</p> <p>Ideas for future speakers: Allergy (Peg), Nan, Shannon, Andi Marmor Topics: Kaiser Model of asthma management (data), shadowing opportunity at SFGH clinic, video of SFGH clinic</p> <p>All Kaisers are getting new spirometers – ATF/RAMP could put in an application for the old spirometers.</p> <p>Nadine Burke, hired by CPMC, Nan Madden are interested in taking exam. Peg may be as well.</p> <p>Karen read letter written to Health Commission that updates them on review course.</p>	<p>to Kaiser to formally request old spirometers (PFT machines)</p> <p>Anjali write thank you letter to Kaiser (Kathy Perry) for providing 2 lunches for training (include certificate)</p>
IV	<p>Website Reviewed flow chart of website pages created by Peg and organized by Anjali</p> <p>Jeffrey Sterman from Kaiser has been out of town but Anjali will connect with him about hosting the website.</p>	<p>Anjali to email flowchart out to committee members</p> <p>Members to email comments back to Anjali</p>
VI	<p>Asthma Emergency Care Plan folders Marie handed the final folder contents on CD to Karen Cohn to be reproduced. Folder will have no revised forms – SFUSD will continue with original design to continue with consistency for next 3 years after which they will re-evaluate. Marie and Anjali attended a meeting with A. Hanson and D. Goldman from School Health Programs.</p>	<p>Karen will ask Ardis for a photo to include on folder cover. Nan may have some photos (colorful, smiling, happy child or taking meds)</p>
VII	<p>Hospital Council Karen is invited to a lunch on Thursday as ATF/DPH asthma rep.</p>	

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	Wasn't invited back to second Charity Care meeting – looking to adopt community benefits measures. Encourage to look at Transportation funding (Life Line support, Taxi voucher, Shuttle) – put on their next agenda. Current hospital shuttles are between campuses and usually for employees, not for community.	
VIII	ATF Workplan Anjali and Peg to work on this.	
IX	Communications plan development Discussed priority areas of committee to determine possible uses of communications strategies to be discussed in ATF meeting following this one.	
X	Next Meeting: Monday, March 27, 2006, 12-2pm, City Hall Rm 278 Pick a date (1/2 day) Plan	

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