

**Board of Supervisors Asthma Task Force  
Clinical Committee  
Minutes of Meeting held on November 22, 2004, 12-2pm  
City Hall  
1 Dr. Carlton B. Goodlett Place  
San Francisco, CA**

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

Absent Members: Kathy Thomas Perry, L\_jsa Kroon, Richard Castro, Niels Tangherlini, Barbara Conner-Anderson, and Maria Elena Alioto.

Guests and Staff: Anjali Nath, staff; Tirtza Rosenberg, staff

<b>Item</b>	<b>Meeting Notes/Decisions</b>	<b>Outcomes</b>
<b>I</b>	<b>Welcome, Introductions &amp; Sign In</b> <b>Facilitator: Peg Strub      Timekeeper: none assigned      Recorder: Tirtza Rosenberg</b>	
<b>II</b>	<b>Review Agenda &amp; Set Time</b>	<b>No changes made to agenda</b>
<b>III</b>	<p><b><u>1. Review Letter to Mitch Katz</u></b> 1. Anjali Nath reviewed the letter to Mitch Katz, drafted by Anjali and Karen Cohn. She also reviewed the letter drafted by Gail Herrick. Committee made revisions.</p> <p><b><u>2. Letter to Arlene Ackerman</u></b> Gail Herrick discussed the idea of asking for Asthma Education Certification and whether it should be requested. Gail stated in order to sit for the test a person must have 1,000 hours of education. However, there is another training available on how to become an asthma educator.</p> <p><b><u>3. Letter to Department of Human Services</u></b> Peg Strub suggested a letter to the Department of Health Services asking that all staff who interact with patients, adult or children with asthma, to be trained in asthma. We would like all nurses to attend the Asthma Certification Class.</p> <p>4. Committee members discussed the idea of a contest whereby participants would answer 5 questions as a customer satisfaction survey to evaluate the existence and capacities of websites and phone lines. Discussed possible press release with contest results on World Asthma Day.</p>	<p>1. <b>Anjali</b> will incorporate changes into final draft and send to Karen and Peg for final approval. The final letter will be a combination of both letters and will address: PHNs; the website that would benefit both providers and patients; the hotline; and partnerships with other departments.</p> <p>2. <b>Gail</b> will investigate the various Asthma education certification courses.</p> <p>3. <b>Peg</b> will call Michael Van Duran</p> <p><b>Anjali</b> will draft a letter to Laurie Stillman from ARC (Asthma Regional Council) in Massachusetts.</p>
<b>IV</b>	<b><u>Unfinished Business:</u></b> None <u>Meeting Adjourned 2:00p.m.</u>	
<b>V</b>	<b><u>Next Meetings:</u></b> <b>Monday, December 13<sup>th</sup> , 12-2pm, City Hall Rm 278</b>	