



**DRAFT**  
**MINUTES**

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

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

Guests and Staff: Nan Madden, Candace Turchin, Anjali Nath, staff

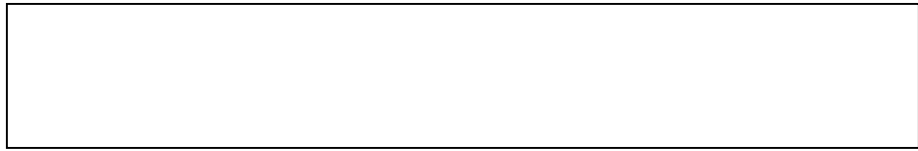
Item	Meeting Notes/Decisions	Outcomes
<b>I</b>	<b>Welcome, Introductions &amp; Sign In</b> <b>Facilitator: Peg Strub      Timekeeper: Nan Madden      Recorder: Anjali Nath</b>	
<b>II</b>	<b>Review Minutes, Agenda &amp; Set Time</b>	<b>Minutes approved</b>
<b>III</b>	<b>Website</b> Webmaster's supervisor authorized her to work without charge because Task Force is legislated. We could ask McKesson to shift \$5000 to AE-C Exam or for other website development expenses  Discussed status of phone line objective. Clarified that DPH MCH Referral Line refers to health insurance and healthcare  Discussion on possible funding needs for FY'06-07: Anticipate needing more funds to finish certification project next year; Developing website; Dedicated phone line - Sentiment that might be pre-mature to think that there is an audience to call the phone # Can use website as formative evaluation May be worth networking with EPA phone line. Most of the calls Karen's office gets are housing related/code enforcement	<b>Anjali</b> will write thank you letter to McKesson Foundation on behalf of ARC, Inc. for ATF project.
	<b>Update on City Budget request</b> <b>a. Update on Review course and certification</b> First coaching session is this afternoon. About 15 people signed up. Members feel strongly that PHNs would benefit and it would be beneficial to create	<b>a. -Send leads on refreshments/lunches for courses to Karen C.</b>

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<p>effective linkages between community and medical community. Both Karen Smith and Gail Herrick took the course and passed. Marie suggested that network to be formed could potentially energize PHNs to participate Karen is working on contract for city vendor who will be providing prep course. Must be a city vendor. \$8500 for course up to 75 registrants. Likely to be in Carr Auditorium but may look for a classroom with fold up tables. Participants get CEUs through the course for everyone but doctors. Gloria will look into CEUs for doctors.</p> <p><i>Funding Possibilities:</i></p> <ol style="list-style-type: none"> <li>1. McKesson – members agreed not to shift these funds</li> <li>2. Genentech has pledged \$1000 and requested on letterhead from ARC, Inc.</li> <li>3. Gail will call other pharmacy reps</li> </ol> <p>CHN Fdn, Public Health Fdn are options. Karen might call CHN Fdn to see if they give funds. Black Tie Catering</p> <p><i>Volunteering at Course:</i> Need a list of helpers for Gail for February 2<sup>nd</sup> and 3<sup>rd</sup>: -Registration -Refreshments -Setting up tables Volunteers: Gloria, Nan, Anjali, Peg willing to arrange food – can make formal request to Kaiser (Kathy Thomas Perry)</p> <p><i>Paying for Exams:</i> Last hurdle is paying for exams – vendor who Natl Certification Board uses. Agreed to accept PO and will be pending approval. Will allow us to purchase a one-time PO versus contractor.</p> <p>Gail and Karen want to do a data request from Anson Moon to prioritize where asthma is Gloria shared that Lisa Johnson and head of CHN are working together to work out a strategy to handle all chronic illnesses. Marie stated that they are likely to get support from the schools for this.</p>	<p><b>-Peg</b> speak with Kathy TP re: lunches for review sessions paid by Kaiser</p> <p>Karen will contact Kaiser and ARC, Inc.</p> <p>Anjali will send Myra Retuta’s Information to Karen to include on lists.</p> <p>b. <b>Nan &amp; Marie</b> will draft fact sheet and asthma meds law</p>
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	<p>Tom Waddell is very receptive to exam efforts – signed up 3 CHW, 2 nurses, 1 LVN, and more. Will alternate who is going to which coaching sessions</p> <p>Karen has distinguished between participants:</p> <p>Exam eligible</p> <p>Non-exam eligible</p> <p>Exam eligible but don't work in clinics</p> <p>Not eligible non-clinical setting people</p> <p><i>Karen is working to prioritize who they should pay for for this round</i></p> <p><i>RAMP is willing to sponsor exam courses and will be looking into possibilities</i></p> <p><b>-Items for next meeting:</b></p> <ul style="list-style-type: none"> <li>• Figure out a way to process/prioritize which participants can be paid for (can only pay for 35 out of 75 potential participants)</li> <li>• Do we want MOU to be sent earlier in the process?</li> <li>• Discuss what support looks like</li> </ul>	
	<p><b>5. Asthma Emergency Care Plan folders</b></p> <p>Revision to previous minutes.</p> <p>Revised care plan proposal will be presented -</p> <p>Going to submit recommendations to DAT (District Asthma Team)</p> <p>Ad hoc group – Julie, Anjali, principals have made recommendations</p> <p>Hang up is the form that doctors fill out.</p>	
	<p><b>6. City Budget Allocation</b></p> <p><b>Exercise: Take a look at what already funded and see what remaining needs are</b></p> <p><b>Proposed uses of funds:</b></p> <p><i>Likely carry overs:</i></p> <p><b>\$275/test x = \$14-15k</b></p> <p><b>Outreach materials</b></p>	

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<p><b>Communications plan</b>  <b>Publish Case study booklet – illustrated view of what families are up against</b>  <b>Advocacy need to support specialty care for SFGH pediatric asthma clinic (\$149,398 - SFGH nurse is grant-funded only through August)</b>  <b>Chinese speaking health worker at SFGH asthma clinic</b>  <b>Supplies</b></p> <p><b>Hospital Council – notes on discussion:</b>  Ron Smith and John Gresham of Consortium clinic  Case management teams was the original proposal (care manager, educator, etc.)  Asked for cost of only 3 teams  Last week all hospitals were at Health Commission on charity care coordination.  Karen went to Anne Kronenberg to inform about status – saw that asthma was not in the report which contained heart disease, diabetes.  Asked us to address asthma sustainability issues to charity care committee – this is where we go into sustainability of SFGH clinic, telemedicine, institutionalizing 2 health workers  Goal for January meeting should be laying out map of what needs to be in place so we don't need a task force anymore</p> <p>SF has mandatory health coverage for all low income children. Informs that is likely going into effect for low-income adults as well. Asked in what way Board of Supervisors can assure that  Only Healthy Kids and Healthy Young Adults are paid for by San Francisco.  Using Community health worker model. Building on Paramedics  Sustain clinical and education piece  Move on to look at outreach  Improvements in linkages – mechanisms that allow for easy consent  Even PHNs who get referrals have a hard time following up.  Housing clinic inside medical clinic</p> <p>Sustainability for income generation by having spirometry where Fee for Service</p> <p><i>[David Pepper from Mission Neighborhood Health Center joined meeting]</i></p>	
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	<p>Gloria feels that we should be advocating for a risk-based capitation</p> <p>Proposals for :</p> <ul style="list-style-type: none"> <li>• Ongoing support to network of AE-Cs (meetings, case manager course, late exams) <ul style="list-style-type: none"> <li>- \$15k for 50 exams for next year</li> <li>- CHN training center</li> </ul> </li> <li>• Access to Specialty Care</li> <li>• Evaluation – quality of asthma education</li> </ul>	
IV	<p><b><u>Originally from the Bay Area</u></b> Assistant Director for Mission Neighborhood Health Center. Worked with Kevin Hamilton began an asthma education managers program in Fresno. 6000 patients that they serve now. Identification, Classification, Hospital Database helped to be more proactive. Very interested in remaining involved in community-based initiatives.</p>	
	<p>Having a large meeting on Jan 10<sup>th</sup>. Looking for host clinic. MNHC, Kaiser,</p>	
V	<p><b><u>Next Meeting:</u></b>  <b>Monday, January 23, 2004, 12-2pm, City Hall Rm 278</b>  -Laying out map of what needs to be in place so we don't need a task force anymore</p>	

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