



Agenda for Monday, June 27, 2005;
 2:00 - 4:00pm, City Hall, Room – 278
 1 Dr. Carlton B. Goodlett Place, SF CA 94102

Welcome/ Roll Call/ Determine if a quorum is present (2 minutes) Chair/Secretary
Housekeeping Items (3 minutes) All

- Approval of February and April minutes (read prior to meeting);no March or May minutes (no quorum = no official meeting)
- Modifications to today's agenda?
- Necessary change of dates for upcoming meetings?

Membership Update (2 minutes) Chair

- Rules Committee. appointments made/ welcome new members Anjali, Natasha and Micah
- Pending applicant for property owner interest seat: Ben Heckman, industrial hygienist in LaCroix, Pryor, Davis building science consulting firm

Review of ATF extension process schedule (3 minutes)

- Extension of ATF sunset date until June 30, 2008 has been approved; all membership status has rolled over automatically with this extension

Recommendations to the Board of Supervisors for legislation, funding priorities or city policies. (10 minutes) Chair and Anjali; those attending June 25th hearing

- Update on Budget Recommendations with Supervisors; next steps
- Report on testimony at June 25th BOS public hearing re. add-back portion of the budget (under the Board's control)

ACTION ITEMS FOR QUORUM VOTE (10 minutes)

- Introduction of Resolution No. 2005-0627-3 for ATF Vote: All
- *Discussion: Should we authorize the Planning Committee to draft a protocol for ATF letters of support to grant applications by other organizations, issues of competition with ATF applying for grants, and related issues?*
- PUBLIC COMMENT ON RESOLUTION
- Roll call Vote

ATF Member Development Training Topic: (15 minutes) Chair and Secretary

- Current Adult Asthma Interventions in SF (*tentative, G.Herrick*)
- Those who have not viewed video on *Public Meeting requirements/ Sunshine Law* should stay at end of meeting for 20 minute viewing; members must sign off on receipt of training



ATF Committee Reports (35 min total)

- a. Clinical (10 min) All
- b. Schools and Childcare (10 min)
- c. Environmental (10 min)
- d. Planning Committee Report (5 min) – (*Minutes enclosed in mailing*); Discussion on breaking down chair’s job to make it more manageable for next candidate (post-July)

Advocacy Coordinator’s Report (5 min)

- Application submitted to CAFA for funding renewal—need for ATF to sign an MOU with our fiscal agent, ALA of SF/SM Counties Anjali
All
- Current percentage of staff time available; anticipated changes in next months
- CAFA requirement to “update” strategic plan—Summary of Planning Committee. discussion on how to weave our next 3 years work into two strands of future goals and objectives
- Goals: (A) Attaining improved medical management of asthma (by clinicians, caregivers and patients) and (B) Attaining healthier environments, particularly for people with asthma (eg. homes, schools, buses, childcare, outside air)
- Objectives: Restate current Strategic Plan Recommendations in Objective format: BY (DATE), (EG. QUANTITY, ACTION, etc) will occur.
- Activities: Steps needs to complete Objective.
- Evaluation measures: Process eval: indication that planned steps have occurred. Outcome eval: indication that objective has achieved the intended outcome or impact.

Request for items to be discussed in Planning Committee (2 min)

- Funding available from the Office of Minority Health All
- How to organize an ongoing public relations / social marketing strategy as part of the 3 yr work plan?

Public Comment (5 minutes)

Public

Announcements (5 minutes)

All

Adjourn

All

Copies of all documents referred to in the agenda are available at the meeting, and during working hours c/o DPH Children’s Environmental Health Promotion, 1390 Market Street, Suite 230, attn. Tirtza Rosenberg.