

DRAFT

**Board of Supervisors Asthma Task Force
Minutes of Meeting held on May 24, 2004**

City Hall
1 Dr. Carlton B. Goodlett Place
San Francisco, CA

Members In Attendance: Le Conte Dill, Deirdre Epps-Miller, Kathy Thomas Perry, Beth Saiki, Lisa Kroon, Julie McKown, MariaElena Alioto, Gloria Thornton, Marie Hoemke, Aimee Ganz, Louise Hill, Peg Strub and Karen Cohn.
Absent Members: Richard Castro, Barbara Conner-Andersen, Jim Calonico, Veronica Lightfoot, Carl Rose, Rose Toney, Mary Higgins, Ann Melamed, Trish Bascom, Louise Kimbell and Salem Prouty,
Guests and Staff: Tirtza Rosenberg, Neil Gendel, Anjali Nath, May Ling Dea, Ardis Hanson (for Trish Bascom), Gretchen Skaggs, Jill Shinkle and Patricia Wright.
(* = pending appointment)

1. Introductions, Agenda Revisions, Approval of Minutes

There were no revisions of the agenda. The April minutes were approved.

2. Introduction of CAFA Guest

Beth Saiki introduced Jill Shinkle from the California Action to Fight Asthma. She will be observing today's meeting.

3. World Asthma Day Report

Beth Saiki reported on the success of World Asthma Day. Julie McKown and the Lung Van staff did spirometry testing. Karen Cohn distributed a newsletter. Beth thanked all the speakers who were available for the press conference and distributed a list of radio and TV coverage. The Kaiser Theater presented a program for the student that was well received.

4. "Meeting Agreements" for ATF and committee meetings

Kathy Thomas Perry discussed a draft of a sample meeting agreement. Ardis suggested incorporating a time-keeper. Neil Gendel suggested incorporating a "issues bin" for items brought up which are not on the agenda. These items will be discussed later. Dee Epps-Miller moved to accept the draft. Seconded by Karen Cohn. Kathy will edit the agreement and will email the agreement for the next meeting.

5. ATF Membership and Meeting Attendance Requirements/Resolution #20040524-PC-1

Kathy Thomas Perry introduced Resolution 20040524-PC-1 which addresses the need to have a quorum at general task force meetings.

Kathy also brought copies of the by laws and asked that everyone sign a copy and submit them to Tirtza.

Karen Cohn stated she would help anyone who is unable to attend meetings and still wants to participate in the Asthma Task Force find a way to be active without being an official member.

A discussion was held about having people participate in the meeting by conference call.

The resolution was moved by Kathy Thomas Perry, seconded by Dee Epps-Miller. The motion passed.

6. Response to External Action Alert/Affairs: Process and Resolution

Kathy Thomas Perry stated that last month a resolution # 20040426-PC-2, was passed empowering the Planning Committee to review, approve and write/submit recommendation letters on behalf of the Asthma Task Force regarding support for or against policies that are relevant to the charge of the task force as a whole.

A request was made to develop and criteria to be presented this month. The criterion suggests a check list of this that must be in place before the task force can support something.

Beth explained that if the action alert seemed that it might be controversial to some of the task force members, then it would be held over until the next general meeting.

Beth will send a revised format to everyone and will present the finalized Criteria at the next Planning Committee meeting and the next general meeting.

7. Meeting with Supervisor Maxwell and Draft Time Line for committee projects

Kathy Thomas Perry distributed an organizational chart for the Asthma Task Force which Kathy discussed with Supervisor Maxwell during her meeting. Supervisor Maxwell's response was that implementing the Strategic Plan was what the task force should be focusing on. Kathy pointed out that we are now working on two recommendations per committee. Supervisor Maxwell responded that the task force should do what it can, then make the recommendation that the others really need to be worked on at sunset.

Kathy suggested that the committee's think of time lines for their various projects.

Some suggestions were made to modify the organization chart. The Planning Committee will work on the chart and send emails out to everyone.

8. Advocacy Coordinator's Report

In Anjali's absence, Beth Saiki reported she spoke to the CAFA State Policy Team regarding the CARBS Diesel Reduction Plan and the Indoor Air Quality In Schools Bill. The Planning Committee and the task force has had concerns about the IAQ in Schools Bill, seeing it as an unfunded mandate and has decided not to support the bill. Beth told CAFA the task force is not in a position to support the state efforts.

The IAQ in Schools Bill died. Also Willma Chan's Bill, which focuses on asthma training in the schools, died. Both bills died due to lack of funding.

Niel Gendel explained there are a couple of ways for bills that have died to be brought back. This happens quite often.

9. Committee Reports

Schools/ChildCare Committee

Marie Hoemke reported the committee will be meeting with Commissioner Mar tomorrow to do research regarding the IAQ policy of the San Francisco schools.

Marie also reported Superintendent Ackerman has agreed to continue the Telemedicine Project and to expand it beyond the three schools.

Clinical

The Clinical Committee will be meeting this afternoon, after the Asthma Task Force meeting to review the surveys that have been returned.

Environmental

Karen Cohn reported there have been two meetings with Housing Authority upper management, particularly the operations people. The committee is still looking for specific addresses, specific families, and specific dates to show time frames and issues which were not handled. The Housing Authority will then look at their records and report what was done. A comparison will then be made and recommendations will be formulated. The goal of the committee is to have a hearing by September where the recommendations are well defined.

Dee Epps-Miller suggested a flier for public outreach.

7. New Business

Karen Cohn presented the choices for the Asthma Task Force logo and the tally of the votes. A suggestion was made that this could be used on business cards. Karen accepted more suggestions for a logo. She will continue working on a new logo.

Dee Epps-Miller spoke about the changes in the Department of Public Health that have been caused by the new budget. Dr. Savi, Director of _____ stated that over 500 positions will be cut. Dee read a letter that will be sent to Barbara Garcia detailing the effect these cuts will have on her health center. There will be a 30% loss in services. The health centers will need to move away from proactive care to more of an urgent care model. Kathy Thomas Perry suggested this be brought to the Hospital Council.

8. Public Comment

Patricia Wright addressed the committee regarding a situation in Hunter's Point. There have been numerous shootings. When the police finish with the scene the area is cleaned, but not all

the blood is cleaned from public areas. This means people walk through it, children play in it, etc.

An announcement was made that Theo Rigby will be having a showing on his photographs of children with asthma in the basement of City Hall for the next month.

An announcement was made that Marie Hoemke will be receiving a Community Hero Award, Saturday, June 5, 2004, at 2:00 p.m. at Crissy Field.

Meeting Adjourned (4:30p.m.)