Leadership Council Quarterly Business Meeting

September 18, 2008 12:30-4:30 ~ Palm HealthCare Pavilion, West Palm Beach

MEMBERS PRESENT:
Babu Balagopal
Phyllis Bruno
Rosa Carranza
Rita Diaz-Kenney
Mike Hill
Barbara Jacobowitz
Rachel La Croix
Pauline Lowe
Kathy Mulcahy
Trina Thompson
Joanne Vaccaro-Kish

MEMBERS ABSENT:
Ferdie Richards
Lory Gonzalez
Katherine Heller
Nicole Johnson
Martha Pelaez

STAFF:
M.R. Street, Diabetes Prevention & Control Program (DPCP)

GUEST:
David Rafaidus, Palm Beach County Planning Department

1. **Welcome:** Ms. Bruno asked everyone to review the minutes. Ms. Carranza moved to approve the minutes and Ms. Jacobowitz seconded.

2. **Old Business:**
   - Ms. Jacobowitz distributed educational forum packets to the leadership council and she and Ms. Diaz-Kenney reviewed some of the preparation that has gone into the Forum, the Agenda, and the handouts. The group discussed how often we should hold educational forums, and decided to only hold one per year given all the preparation and the costs. The group discussed the possibility of charging a registration fee or allowing vendor sponsors to help cover the costs. The group discussed other possible venues for upcoming forums, including Jacksonville and Pensacola. The group also discussed the importance of having a local partner to plan the forum and get local buy-in. Ms. Diaz-Kenney discussed wanting to build upon the community health worker model and suggested having this be the focus of next year's forum. Ms. Jacobowitz will write up all the lessons learned after the forum.

3. **New Business:**
   - Ms. Bruno and Ms. Thompson discussed the November 5 Joint Strategic Planning Meeting between the Leadership Council, the Diabetes Advisory Council (DAC), and the DPCP. Ms. Thompson discussed the agenda; a professional facilitator will be involved. Ms. Diaz-Kenney will be at the meeting as project manager, and staff from CDC who are knowledgeable in systems-thinking will probably be there as well. Ms. Street has sent everyone drafts of the Leadership Council, DPCP, and DAC strategic plan templates; please review these before November. Ms. Thompson and Ms. Diaz-Kenney described the Texas DPCP as an example for us to consider.
   - Ms. Thompson discussed the Alliance mini-grant proposals to help diabetes education programs get ADA recognition. Ms. Street drafted guidelines and included them in the meeting packets. The group discussed whether the proposal deadlines are reasonable. Ms. Thompson discussed the thought behind the guidelines, and the desire to have Leadership Council members mentor the recipients of the mini-grants. Ms. Lowe and Ms. Vaccaro-Kish suggested loosening the requirement that applicants be in the same or a nearby county to a Leadership Council member, since most LC members are in areas with a good number of diabetes educators already. They suggested encouraging the development of more ADA recognized programs in underserved areas. Ms. Bruno said the ADA is working towards setting up ADA mentors to help with the program recognition process, but this is not in place yet. Since only 3 grants will be given, Ms. Bruno suggested that she, Ms. Mulcahy, and a third person form a subcommittee to review the proposals. Ms. Mulcahy suggested that Florida could pilot and develop a mentoring program and collaborate with the ADA. Mr. Hill asked what motivation providers have to seek out ADA recognition. Ms. Bruno and Ms. Mulcahy discussed how the recognition assures quality of care and allows Medicare billing for diabetes education. The group discussed the difficulty in identifying the number of diabetes educators in each area of the state, and making sure that the grants are matched with geographic areas with the highest need. Ms. Lowe said will contact ADA staff to see where they are in the mentoring project, and will let ADA know that Florida is interested in working on this. Ms. Mulcahy suggested that the subcommittee draft a description of the mentoring process.

4. Reports:

- **DPCP Staff Report:** Ms. Thompson said that the DPCP has an overlapping application with the tobacco control program. The joint project they are proposing is for a quitline by the American Cancer Society, with a question added to the end of the call asking if the caller has diabetes. If the caller says yes, there will be a warm transfer to a diabetes educator. The application comes out in October and the funding will be awarded in March. Another workplan idea is to partner with another group to provide scholarships for community health worker education and training, but the grant is the DPCP's priority right now.
- **Education Committee:** Ms. Diaz-Kenney said that after the educational forum, they will begin working on next year's forum and use the lessons learned. They will probably look at the Jacksonville area as a possible location for the forum, and will aim to hold it in September 2009. Ms. Bruno asked that the education committee share the evaluations of the forum with the Leadership Council.
- **Community Partnerships Committee:** Ms. Vaccaro-Kish said they would like to have diabetes prevalence figures added to the map with diabetes educator figures and locations. There were previously 17 counties in which there were no Diabetes Alliance members, but now there are only 13. Ms. Bruno listed the counties. Ms. Bruno and Ms. Mulcahy suggested sending information on the Alliance to all diabetes educators across the state. Ms. Vaccaro-Kish said that the committee can help with the mini-grant process since it is community-focused. Ms. Bruno said the committee had been focusing on getting Alliance members in the counties without members; and would like to have the locations of ADA-recognized programs added to the map as well. The group discussed various groups to which we could advertise the Alliance and try to get new members.
- **Communications Committee:** Mr. Hill said the workplan for this group needs to be reviewed, and that they need a media plan for making the Alliance more visible. Ms. Diaz-Kenney says that she has a tool that helps you create a communications plan and that she will send it to Mr. Hill.
- **Nominating Committee:** Ms. Lowe said she is looking for volunteers to help with the committee. Ms. Carranza, Ms. Vaccaro-Kish, and Ms. Mulcahy volunteered.
- **DAC Liaison Report:** Ms. Jacobowitz reported that recommendations and a letter to Florida's Surgeon General were discussed at the last Diabetes Advisory Council meeting. The DAC Chair's meeting with the DOH Secretary/Surgeon General is scheduled for next week. The DAC also discussed the issue of schools not having nurses or staff trained regarding diabetes care. The DAC had also discussed the strategic planning meeting. The DAC's two recommendations for the Surgeon General regard diabetes self-management education and the training of school staff in diabetes care. Ms. Lowe mentioned that the ADA just closed a survey of Florida parents and will be able to share the results at a future meeting.

5. Public Comment:

- Dr. Balagopal asked what we can do in terms of preventing diabetes. We have focused a lot of our discussion on care, but Type 2 diabetes is becoming more prevalent among kids, so could we focus on prevention? Maybe through schools? Ms. Jacobowitz mentioned some prevention activities that are going on in West Palm Beach. Ms. Diaz-Kenney mentioned how we discussed pre-diabetes in the strategic planning meeting last year, and said that funding will be available for pre-diabetes program in the next year. Dr. Balagopal suggested that we could work with other associations concerned about obesity and heart conditions as well.
- Ms. Thompson noted that Ms. Street sends emails out to a blinded list of members and asked if we would like to see who the other members are when emails go out. The group discussed concerns with sharing member information. Ms. Thompson said that we may discuss this issue again at a later date.

Mr. Hill moved to adjourn the meeting and Ms. Lowe seconded. The meeting was adjourned at 4:35pm.