

**ASTHMA COALITION OF LOS ANGELES COUNTY
STEERING COMMITTEE MEETING**



**Meeting Notes
November 13, 2013**

Attendees: Aarti Harper (DPH-CDPH), Carlos Aguilar (CES), Janet Scully (DPH-MCAH), Jessica Tovar (LBACA), Kerry Van Frank (PUSD), Monica Morello (DPH-MCAH), Regina Clemente (St. John’s), Dr. Robert Vinetz (Queenscare), Yolanda Cuevas (LAUSD)

ISSUE/TOPIC	DISCUSSION
<p>Welcome & Review Agenda, Minutes</p> <ul style="list-style-type: none"> • Approve September minutes • Status of action items from September meeting 	<ul style="list-style-type: none"> • Minutes were approved as written.
<p>October General Coalition Meeting Re-Cap</p> <ul style="list-style-type: none"> • Post meeting evaluation summary • Membership update • Report back from Workgroup Co-Chairs 	<ul style="list-style-type: none"> • Monica reviewed the post meeting evaluation results from the October general meeting. A total of 27 out of 37 attendees completed an evaluation form. The majority of responses were ranked either ‘good’ (30-44%) or ‘excellent’ (48-63%). The SC discussed that question 4 (balance of leadership) may be confusing, as 6 people skipped that question and responses were spread apart. The question was revised to replace “chairperson/coordinator” with “facilitator” to make it clearer. • Since Barlow Respiratory Hospital cannot continue to provide lunch at the Coalition meetings, we will continue to have ongoing general quarterly meetings at the California Endowment. If the Endowment is not available for a certain month, we will request to use the space at Barlow. • In response to the presentation at the October meeting from the LA Department of City Planning, Dr. Vinetz suggested that they create a health impact report as a tool to drive collaboration between city planning and public health. Janet commented that a “health in all policies” approach is becoming more common. • Monica reported that there were 6 new members added at the October meeting. After the meeting, the membership database had a total of 194 individual members, 55 of whom (28%) are “active” (have a membership form on file). There are a total of 71 member organizations, 31 of whom (44%) are “active”. Twenty-nine (15%) of active individual members meet the ACLAC voting requirement (attended ≥2 meetings in the past calendar year). • One of the IAQ Co-Chairs commented that the Workgroup Break-Out session at the meetings is useful to capture participants’ attention and have an opportunity to discuss what everyone is working on and gain input from all.

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<p>January General Coalition Meeting Planning</p> <ul style="list-style-type: none"> • Location • Presentation topic • Workgroup break-out session 	<ul style="list-style-type: none"> • The January 2014 meeting is scheduled at the California Endowment. • Based the on the post meeting evaluation results, the SC agreed that the next presentation topic should be an update on asthma trends/research. The SC discussed inviting Dr. Sande Okello of UCLA to give the presentation. • Yolanda volunteered to invite LAUSD school physicians and nurse practitioners to the January meeting. • The SC recommended that the Clinical Co-Chairs (Dr. Vinetz & Dr. Takahashi) should give an update on the clinical workgroup project, as the funding proposal will be submitted by then. • The SC agreed to continue having Workgroup break-out sessions at the end of the meetings. • One member suggested continuing to give updates on the ACLAC’s policy actions and activities at the meetings, in addition to the outcome of the bills that we supported throughout the year. • The SC addressed the issue of a lack of member participation/discussion at the general meetings. Janet suggested that we have member organizations provide updates at the meetings (i.e. Coalition Dialogue or Stories of Impact). The opportunity to give updates will be announced in the meeting invitation email so that members can prepare. These updates will be put on the meeting agenda before the presentation.
<p>General Updates & Discussion</p> <ul style="list-style-type: none"> • CHEST Conference/Asthma Coalitions Symposium • Medicaid/Medi-Cal Rule • Recent ACLAC Events • LA County Asthma Brief • Clinical Asthma Project & PIF funding proposal • Final Strategic Plan Document 	<ul style="list-style-type: none"> • Monica provided an update and printed notes from the Asthma Coalitions Symposium at the CHEST Conference in October. These notes were distributed to SC members before the meeting. • The SC discussed barriers to school asthma management given that all schools do not have a nurse on staff. One idea regarding recruitment of parent champions was to have the Asthma Friendly Schools Workgroup identify and work to resolve barriers/challenges to getting parents involved (e.g. stringent security and background check process). In LAUSD, parents educating other parents do not need to go through fingerprinting procedures. Perhaps they could start a group for parents of children with asthma. • The SC discussed the idea of utilizing the Coalition to help enforce local asthma-related policies (e.g. air pollution, tobacco smoke). St. John’s is already doing similar work by educating community members about their rights and local laws (e.g. smoking restrictions, pesticides in homes). • The SC discussed the idea of increasing the Coalition’s focus on co-morbidities (e.g. obesity). LAUSD has data on

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	<p>obese students with asthma, which may be useful.</p> <ul style="list-style-type: none"> • The SC discussed what funds may be available internally in DPH that we could leverage for asthma work. The SC agreed that this is a conversation we need to have with DPH leadership. Janet suggested engaging the directors of MCAH and Chronic Disease to brainstorm and gain their buy-in. We need to come up with key talking points and determine our “ask.” The SC agreed to add this discussion item to the next SC meeting agenda. • The SC discussed the NYC health department’s Managing Asthma in Child Day Care Program. There was interest in this type of project, for which we may be able to apply for First 5 funds. • Regina from St. John’s and Jessica from LBACA reported that they already sent success stories to RAMP for the new Medi-Cal rule. • Monica submitted the draft of the LA County Asthma Brief to Amy Lightstone in the DPH Office of Health Assessment and Epidemiology. Thanks to Katie for contributing the “Asthma Scenario” and to Janet for reviewing and providing input on the “Recommendations.” • The Clinical Workgroup is moving forward with the PIF Proposal for funding to implement a clinical asthma management pilot project. The submission due date is January 10, 2014. • Monica sent the near-final Strategic Plan to her and Janet’s supervisor in MCAH (Dr. Gilchick) for his review. He gave great feedback, but mentioned that if DPH pays to print the document, we may have to put DPH’s logo on the document and send it through External Communications for review. The SC agreed to put a disclaimer statement on the document that the printing was provided by DPH. He also suggested developing a more robust outcome evaluation plan. Monica drafted some potential measures and distributed to the SC for feedback.
Announcements	<ul style="list-style-type: none"> • The LAUSD 5K Run (fundraiser for the students) will be Saturday, November 16th. • RAMP is coordinating a Joint Legislative hearing on IPM and pest usage for next Wed. 11/20 • The IAQ Workgroup plans to schedule its next meeting for December.

Recorded by Monica Morello

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ACTION ITEMS				
From Meeting Date: 9/11/13 (rolled over)				
	Action Item	Person(s) Responsible	Due Date	Date Completed
1	Make recruitment contacts to Healthcare/Hospital organizations (White Memorial, CA Hospital Medical Center, and Community Clinic Association).	Dr. Vinetz	Past Due	
2	Submit the Strategic Plan document to External Relations for review.	Monica	December 2, 2013	
3	Request printing Strategic Plan document through MCAH.	Janet	December 10, 2013	
4	Find out whether a PUSD Board Member will be able to attend January meeting for recognition re: Asthma Management Policy.	Kerry	January 2, 2014	
From Meeting Date: 11/13/13				
5	Review the draft Outcome Evaluation Plan and email feedback to Monica re: whether we should create this type of plan and specific edits/changes to make to the plan (in track changes).	ALL SC Members	November 25, 2013	
6	Ask Dr. Sande Okello if willing to present at the January ACLAC meeting.	Monica	November 29, 2013	
7	Invite LAUSD school physicians and nurse practitioners to the January meeting.	Yolanda	December 2, 2013	
8	Ask Scott Takahashi if willing to give an update on the Clinical Workgroup's project.	Monica/Dr. Vinetz	December 2, 2013	
9	Add a "Coalition Dialogue" item to the January ACLAC meeting agenda, and inform members via email ahead of time that there will be time for them to share with group.	Monica	January 20, 2014	