



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

**Meeting Notes
November 14, 2012**

Attendees: Aarti Harper, Carlos Aguilar, Jessica Tovar, Katie Balderas, Kerry Van Frank, Marilyn Li, Monica Morello, Robert Vinetz, Yolanda Cuevas

ISSUE/TOPIC	DISCUSSION	ACTION/FINDINGS	PERSON(S) RESPONSIBLE
Welcome and review agenda <ul style="list-style-type: none"> • Minutes from last meeting 	<ul style="list-style-type: none"> • Aarti called the meeting to order at 9:40 am. • The group was informed of a fire drill to occur at 10:30 am – this eliminated about 30 minutes of meeting time. 		
ACLAC General Meeting Debrief <ul style="list-style-type: none"> • Quarterly General Coalition Meeting – October 22 • Summary of the ACLAC General Meeting Evaluations 	<ul style="list-style-type: none"> • Members liked the I-710 Expansion Project presentation - nurses did not know about this project - very impactful, including the video • ACLAC can provide feedback for other presenters as they did for Marisela Robles who presented the SC CTSI asthma project 	<ul style="list-style-type: none"> <input type="checkbox"/> SC to develop discussion questions for general meeting presentations and/or ask presenters for discussion questions <input type="checkbox"/> Provide continuing updates on the I-710 project 	<ul style="list-style-type: none"> • Steering Committee/Monica • LBACA/Jessica?
Discuss plans for the January Asthma Coalition Meeting <ul style="list-style-type: none"> • Presentation on CAFA policy by Brandon Kitagawa of RAMP • Schools workgroup – present AAP survey with school nurses 	<ul style="list-style-type: none"> • CAFA Call: RAMP trying to prioritize their policies - to ask coalitions to get involved based on what they're interested in • Background: Janet mentioned to Brandon to provide an update on policies to ACLAC and LBACA Coalition; we may be able to do a video conference at the CA Endowment (about 1 hr. presentation) • Yolanda will present the AAP survey (30 minutes or less) and Kerry will briefly present the PUSD schools policy 	<ul style="list-style-type: none"> <input type="checkbox"/> Confirm a date/time for Brandon to present at the next general coalition meeting <input type="checkbox"/> Create a priority form for members to fill out to select priority policy topics <input type="checkbox"/> Create presentations for the AAP survey and the schools policy, including discussion questions, for the January meeting 	<ul style="list-style-type: none"> • Monica/Janet • Steering Committee/Monica • Schools Workgroup Members

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<p>General Updates:</p> <ul style="list-style-type: none"> Steering Committee approval for expenses 2012 CHEST Conference – Asthma & COPD Coalitions Symposium 2013 Meeting Dates 	<ul style="list-style-type: none"> SC approved expenses Would be beneficial for ACLAC to join the Peers for Progress (PHP) Network – send info. about it to clinical partners (e.g. QueensCare, Esperanza) Data – ACLAC collects through School Nurse surveys - One useful resource - Are we asking the right questions in the right way? The survey was previously reviewed by a data analyst and kept the same questions - Is there additional information we want from the school nurses? Partners are collecting data (e.g. EMR, St. Johns) We may want to develop standard data sets for all clinic sites CBOs often conduct community health surveys – can compare w/ data collected by clinics or community health orgs. ACLAC can develop a survey that we diffuse to the partner orgs. Link into UCLA (CHIS survey) to access data? Coalition reach: May be represented through each org. - represents ACLAC collective reach Community Engagement – doing more measurable activities 	<input type="checkbox"/> Create an ACLAC profile in PHP Network	<ul style="list-style-type: none"> Monica/Janet
<p>Discuss plans for the Asthma Coalition Moving Forward</p> <ul style="list-style-type: none"> ACLAC Strategic Plan Workgroups – review and realignment with ACLAC Strategic Plan 	<ul style="list-style-type: none"> Workgroups – topic focused vs. project focused (World Asthma Day is a good example of project focused) Analyze time frame and work load when considering WG projects Good thing about existing WGs is that it allows flexibility for members to come in and out; project based WGs may not capture everyone’s interest – need to build consensus Focus on specific projects – gets more done, more successful Cross-cutting projects may not fit neatly into only one WG Refine WG goals & objectives and current projects Plan for regular recurring events (e.g. World Asthma Day) Specific project committees – short term project focus WGs that have difficulty launching – coordinator to provide TA Can ACLAC get a pre-release draft copy of CA Asthma Strategic Plan? Schools WG meeting w/ Breathmobile to discuss AAPs and adding signature/consent section to Breathmobile forms for use 	<input type="checkbox"/> Add World Asthma Day planning to SC agenda for Dec. meeting <input type="checkbox"/> Discuss the status & progress of the workgroups at the Dec. SC meeting	<ul style="list-style-type: none"> Monica ACLAC Co-Chairs/Monica

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	<p>in LAUSD – potential Community Engagement project piece</p> <ul style="list-style-type: none"> • Need for provider education on filling out AAP – may need to re-design form to make it easier to fill/understand • Re-visit AAP re-design project – focus groups w/ stakeholders 		
Workgroup Updates	<ul style="list-style-type: none"> • Clinical – no activity; Dr. Vinetz meeting w/ UCLA Asthma rep. designing a questionnaire to assess asthma control & acuity status of patients – There are a lot of physicians working on asthma – how to engage them in the coalition? • Schools – Meeting on 11/29 at 7 pm to work on LAUSD policy on asthma in schools 	<input type="checkbox"/> Present on the PUSD policy at the next SC meeting	<ul style="list-style-type: none"> • Kerry

Recorded by Monica Morello