



M I G R A N T C L I N I C I A N S N E T W O R K

AUG. 28, 2013 EXECUTIVE COMMITTEE MEETING MINUTES

BOARD PRESENT:

Joan Combellick, CNM
Rosemary Sokas, MD, MOH
Hugo López-Gatell Ramirez, MD, PhD

BOARD ABSENT:

Kristine McVea, MD
Karen Mountain, MBA, MSN, RN [check with EP on whether to include KM here]

STAFF PRESENT:

Elaine Penn
Charlotte McCann
Ed Zuroweste, MD
Anna Krey

STAFF ABSENT:

Karen Mountain, MBA, MSN, RN

MINUTES

- I. Review and approve June 26, 2013 Executive Committee meeting minutes**
- II. Discuss and recommend for approval April, May, and June financial statements**
- III. Review and recommend policies for approval**
 - a. Non-mandatory benefits policy**
 - b. Travel guidelines**
 - c. Conflict of interest policy**
 - d. Employee policies guidelines**
- IV. Grant highlights (Charlotte McCann)**
- V. CMO Update (Ed Zuroweste)**
- VI. Virtual board meeting planning**

The meeting was called to order at 11:00 AM CT.

- I. Discuss and recommend for approval April, May, June financial statements**

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Ms. Combellick motioned to approve financial statements and Dr. Sokas seconded.

II. Grant highlights (Charlotte McCann)

Ms. McCann updated the Executive Committee on recent grant developments. An American Cancer Society/Walmart grant was recently approved. This is a continuation of a \$25,000 grant we had last year and was increased to \$40,000. Its focus is colorectal cancer prevention. This year we will add a nutrition component and some additional training.

We have six grant applications pending.

- Alice Kleburg Reynolds Foundation: We submitted a \$10,000 request to fund La Vida Mia promotora training for domestic violence prevention. The geographic focus is central and south Texas where their foundation does work. That would work well with our Ventanilla relationships.
- Bridge to Care: This is the Elton John AIDS foundation, and would be a continuation of a grant we have with them now for close to \$50,000. We are focusing specifically on those in detention who are being released with HIV / AIDS and trying to get them into care with Health Network.
- Verizon Foundation: We have a grant proposal in for family violence prevention training. We would produce a webinar to train men on violence prevention messaging based on the curriculum we have already developed—Hombres Unidos and Engaging Men—and using new videos that we are just in the process of wrapping up that describe some DV scenarios and triggers.
- Premier Cares: This is up to a \$100,000 award and would be based on work we've done with Health Network.
- CDC Tobacco & Cancer Consortium: We are also part of a tobacco cancer prevention consortium application to the CDC that would result in \$137,000 per year for five years.
- Rise to Thrive Charity Challenge: We have applied for another small award effort called the Rise to Thrive Charity Challenge, sponsored by a credit card company, that identifies organizations that create prosperity in their communities. The top award is \$25,000, and the competition to raise funds would begin Sept. 10 and continue through Oct. 22.

Dr. Sokas asked for clarification regarding the Rise to Thrive contest and noted that if the board is contributing a minimum yearly amount then their contribution should be timed for this window. Ms. Combellick asked if the pending grants, if awarded, would result in more staff. Ms. McCann replied that they would not. Verizon and AKR grants would engage Bertha Armendariz, MD, and Adrian Velasquez to do promotora trainings. The EJAF grant would continue outreach to ICE detention facilities and other prisons. That would be handled by Ricardo Garay and Del Garcia. Dr. Armendariz and Jennie McLaurin, MD, would do trainings for the Walmart grant, with possible help from Dr. Zuroweste.

Ms. Penn noted that the CDC education grant would require hiring another person. We are applying for that grant jointly with four other Latino-focused organizations. We would be educating the population and exploring targeted cigarette advertising that is being targeted to Latinos. The National Hispanic Council on Aging is the leader on the grant, and reached out to us to participate.

Dr. Lopez-Gatell congratulated the staff on the impressive effort in getting grants. He asked what the CDC grant on strengthening surveillance was for. Ms. Penn offered to get an answer and get back to him. Ms. Penn suggested that Dr. Zuroweste do his update and save policies for later.

III. CMO Update (Ed Zuroweste)

Dr. Zuroweste stated that he would be giving a CMO update. He recently did three webinars as part of MCN's Orientation to Migration Health series, which ended up being the most successful webinar series we've ever done. He presented a poster at the National TB Controllers' Meeting in Atlanta in June, and did two days of technical assistance in Houston at Hope Clinic as part of an ongoing quality improvement contract. He is working on a long-term, ongoing TA project with Salud para la Gente in Watsonville, CA, including biweekly mentoring sessions with their new medical officer.

Dr. Zuroweste is also working closely with Cynthia Tschampl, a longtime friend of MCN who is getting her PhD at Brandeis and doing a project on the cost-effectiveness of TBNet. She is experiencing obstacles in getting our data from ICE so is adjusting the scope of her project.

On July 15, Dr. Zuroweste attended a congressional briefing in the Senate Building to support the proposed Worker Protection Standard along with four other panelists and 30 migrant workers who supported from the audience. On July 30 he participated in a national webinar that was an update on Healthy People 2020, and gave a 10 minute presentation on the progress towards Healthy People 2020 goals that relate to infectious disease and TB. It was very well received. Dr. Zuroweste asked if the board had any questions.

Dr. Sokas asked whether people can get CME credit for webinars. Dr. Zuroweste responded that we give CME and CNE credit, and a certificate of completion if they complete the whole series. Dr. Sokas asked whether we charge for the credits, and Dr. Zuroweste responded that we do not charge for webinars.

Dr. Zuroweste noted that attendees included clinicians from 4-5 different countries, including a physician from Pakistan. Dr. Zuroweste indicated that we did a really good job of delivering relevant content on this webinar series, and were totally in control of the technical aspects. Dr. Sokas asked whether people can still sign up and take the webinars for credits, and Dr. Zuroweste replied that they can view archived versions.

Dr. Zuroweste gave his final update on the Worker Protection Standards. Amy Liebman recently did a 30 minute interview for a California radio station, and he did a 30 minute interview for a Florida radio station. Both interviews covered the Worker Protection Standard.

Ms. Combellick asked whether MCN would be able to negotiate with ICE to be able to use treatment data in the future. Dr. Zuroweste replied that it is a difficult situation because if we can't publish this work that nobody else in the world is doing, it makes it harder to get enough funding to continue. We are still working through channels.

Dr. Sokas wondered if we could write a letter to Janet Napolitano's replacement, in the hopes that it would get bumped down to someone who would be inclined to help. Dr. Zuroweste said he thought that was a great idea and that we would just have to wait and see who that replacement is.

IV. Review and recommend policies for approval

Ms. Penn stated that she would quickly run through the updated policies and describe the changes. To the employment policies and guidelines we added IT information and changed some wording. Dr. Sokas asked if

we should move to approve. Ms. Penn replied that that would be great, if the committee recommended that the board as a whole approve this policy.

Dr. Sokas motioned to approve. Ms. Combellick seconded. Everyone in favor.

Ms. Penn stated that the travel guidelines were only minimally changed. Employees have asked to have the option to not share rooms when they travel. They will be required to pay the difference, but can use their Health & Wellbeing fund to do so. Dr. Sokas asked what the Health & Wellbeing fund is. Ms. Penn explained that it is a benefit given to employees that starts at \$500 annually after their first year and is intended to help pay for preventive health care. People use it to pay for gym memberships and things like that. Ms. Combellick motioned to approve. Dr. Sokas seconded. Everyone was in favor.

Ms. Penn described the non-mandatory benefits policy changes. Ms. Combellick motioned to approve. Dr. Lopez-Gatell seconded. Everyone was in favor.

Ms. Penn stated that the last policy up for discussion is the conflict of interest policy. It is new and we are asking the board of directors to sign it. She recommended putting that off in the interest of time and encouraged board members to read.

V. Virtual board meeting planning

Ms. Penn stated that the last thing to discuss is planning for the upcoming virtual board meeting on Sept. 7. Dr. Sokas noted that at the Development Committee virtual call on August 23, Ms. Mountain asked Dr. McVea to come up with the agenda. Ms. McCann noted that the primary purpose of the Sept. 7 meeting would be to discuss development.

Meeting adjourned at 12:00 PM CT.