



National Tuberculosis Nurse Coalition
Executive Board Conference Call Agenda

Date: August 20, 2103

Time: 11-1 PST; 12-2 MST; 1-3 CST; 2-4 EDT

Call in number: 1-800-250-2600

Moderator Pin: 7484555#

Participant Pin: 6725064#

- I. **Welcome and Attendance-** Tammy McKenna, Diana Fortune, Barbarah Brissette, Deborah Isaacks, Sherry Brown, Jennifer Kanouse
- II. **Approval of July minutes: will approve at a later date**
- III. **NTNC Webinars for 2013/2014:** Sherry Brown and Jennifer Kanouse joined the call to provide information to the NTNC on how the NTCA can assist with the webinars. NTCA has a contract with “tbg” conferencing – this company provides a wide array of services at no charge that can be used for webinars and for conference calls. Sherry Brown can assist with registration for the 2 webinars that will be held; Jennifer Kanouse will assist with IT for the webinars. The Membership committee will coordinate the January. The education committee will coordinate the members only webinar date TBD. New Mexico TBP will utilize Eastern New Mexico University to obtain CEUs for the both webinars.
We need to decide:
 - Dates/times of the webinars
 - A theme and perhaps creative artwork to advertise the webinars
 - Provide this information to NTCA to set up the webinar logistics
 - Content, speakers and etc...
- IV. **NTCA update:** Diana provided brief update and will send the NTCA minutes to Pat lyer when received.
 - **Discussion regarding 2014 National TB Conference** – NTCA received formal response regarding questions presented to CDC regarding conference participation. Two other possible Atlanta venues were evaluated as possible meeting sites for the 2014 conference as well as some properties in the DC area. 2014 may be a smaller meeting in the past years with part business meting and part educational sessions. First or second week of June is best.
 - **Solicitation of letters of support from NTCS/NTNC/NSTC** – There seems to have been numerous requests for support for various activities, grant proposals and there is currently no clear process for notifying the Executive Board that these have been sent. Proposal made that all requests be reviewed by the Executive Committee of full NTCA board.

- **Drug shortages** – Still national shortage of Tubersol and Aplisol. Numerous reports of cost escalation for drugs especially INH. Discussion by members to maintaining a log of these reports and their impact on programs.
- **Discussion with CDC/DTBE** – Questions raised about budgets and figures of 2014 Cooperative Agreements and possible impacts of sequestration. CDC provided NTCA with 2 options with one providing an increased award amount with CDC participation every other year in Atlanta. Also discussed INH/Tubersol shortages and costs.
- **Essential Components of a TB Program document process** – ACET Chair is currently working on a plan to update this document and will be identifying key ACET leads for the process. NTCA will have an opportunity to have input within the next two weeks.
- **NTIPS** – An email was recently sent to all programs regarding the definition of culture conversion.
- **Legislative Update** – none
- **Committees gave several updates (available on site)**
- **New Business – Communications** – Donna Wegner proposed various initiatives for communication with members as discussed during Town Hall meeting at the annual meeting. Discussion included how to provide discussion and ongoing communication with membership. Member newsletter is in process.

V. **NTCA Executive Director Report** - Donna Wegener not able to make the call
From NTCA Minutes:

- **Personnel changes** – Jasmine will be leaving to pursue other career options. Her last day was 8/31/13 though may be available for contract graphic design work as needed.
- **Partnerships** – Continues to establish partnerships on behalf of NTCA. Recently met with a group from APHL to identify possible areas of collaboration. Attended ASTHO and also had positive feedback from participation. National Commission on Correctional Health Care was contacted to establish a partnership. Currently working on listing of current liaisons who serve as NTCA representatives and researching other opportunities for collaboration as well.

VI. **CDC Nurse Consultant Position:** Tabled until next meeting; few members able to make this call.

VII. **Committee Reports:**

- **Membership** – Deborah reported that the committee had met and talked about getting the listing of all state TB Nurse Consultants and sending a letter inviting them to join the NTNC. Sherry Brown said she will send the list of State TB Nurse Consultants to Deborah and Diana. The membership committee has also had preliminary discussion about the January Webinar.

- **Education Committee:** Pat not able to be on call; but the education committee has met with great discussion and ideas on the first call. Next call scheduled for late September.
- **By-Laws Committee** – Diana Reported that the by-laws committee has not met yet.
- **2014 Conference planning** – Barbarah reported that the committee has met and has a theme of “Cluster Busters” for the June NTNC conference. One speaker, David Bryden, has already confirmed to talk about working effectively with the media.
- **Ad-hoc committee:**
 - IJ committee has not met
 - Nursing Oral History Committee – has met one time and is actively exploring ideas to put together a nursing oral history that can be used to educate about TB Nurses, promote interest in the field and also to celebrate all that TB Nurses have accomplished and the wonderful relationships with their patients.

VIII. Next Meeting - September 17, 2013 2:00 – 4:00 EST.

Respectfully submitted,
Pat Iyer, MSN, RN, BC
Executive Secretary