

Minutes
Business Meeting
Association of Teachers of Maternal and Child Health
October 21, 2001
10:00 am – 1:00 pm
Atlanta, GA

Executive Committee Members Present:

Arden Handler (President)
Greg Alexander (Chair, Research Committee)
Gigliola Baruffi (Treasurer)
Pierre Buekens (Chair, Nominations Committee)
Noel Chavez (Chair, Education Committee)
Gene Declercq (President-Elect)
Donna Petersen (Treasurer-elect)
Karen Peterson (Chair, Research Committee)
Kay Perrin (Secretary)

Staff:

Sandra Maldague
Kalpana Ramiah

I. Welcome

Dr. Arden Handler welcomed everyone at 2:00 p.m. in Salon G International Hall South at the Marriott Marquis Hotel in Atlanta, GA. The members were asked to introduce themselves.

Kalpana Ramiah was introduced by Sandra Maldague as the newest staff member to join the ATMCH secretariat. While Ms. Maldague will remain the primary contact for the ATMCH secretariat, Ms. Ramiah will be assisting with discrete projects, including the updates to the ATMCH website. The Secretariat distributed a new ATMCH brochure.

II. Secretary's Report and Approval of the Minutes

The minutes from the March 25, 2001 membership meeting were approved.

III. Approval of the Agenda

The agenda was distributed. A report from the secretariat was included in the agenda. A motion to approve was made, seconded and passed.

IV. Treasurer's Report

Gigliola Baruffi reported on the spending. The treasurer expressed her appreciation on staying within the budgeted amount of \$15,000. The total spending was \$14,686.67. Arden Handler informed the group that the ATMCH secretariat received \$20,000 from MCHB, which reflects an increase of \$5,000 over last year's funding.

V. Committee Reports

A. Nominations

Pierre Buekens presented the nomination committee's report. Information regarding the Call for Nominations for the Loretta P. Lacey academic leadership award was circulated to the members. It was reiterated that the award recipient need not be a teacher of MCH, but can also be a community/research MCH worker with an active membership in ATMCH and an active faculty member in a school.

Secretariat staff will send out reminders via the email distribution list immediately following the Fall meeting and the winter holidays regarding the deadlines for nominations for the Lacey award.

Nominations will be accepted beginning today for the Secretary and President-elect positions and a vote will be carried out after the spring meeting.

B. Membership

The survey project that is being conducted by Molly McNulty and Jonathan Kotch was discussed. Molly McNulty provided an update and presented preliminary statistics. So far, there have been 81 respondents; 31 of these were ATMCH members; however, 87% of all respondents were familiar with ATMCH competencies. A full report will be available in December.

C. Structure of Executive Committee

Arden Handler updated the membership on the decisions recommended by the executive committee to restructure the executive committee to reflect our current focus on projects.

It was recommended that the ATMCH Executive Committee incorporate two members-at-large. Each member-at-large is elected and usually has a specific responsibility or project. Typically, a member-at-large is responsible for coordinating the newsletter or the abstracts for a special session.

The Membership, Education and Research committees will continue as part of the Executive Committee. It was proposed that at a minimum, the Research committee will oversee the planning of the AMCHP session and the Education committee will be responsible for the internal sessions at APHA and AMCHP. All other committees including the policy committee will meet ad hoc based on projects. All committees are encouraged to conduct business via email. The chairs of the research and education committees will be reassigned at the spring ATMCH meeting.

The motion for these changes was made and approved by the voting membership. A by-laws change will be needed to add the two ad-hoc members. This will be voted on at the Spring 2002 meeting.

VI. Updates on involvement with partner organizations

A. Role of ATMCH in National Action Alliance

The members were updated on the previous relationship between ATMCH and NAA. The question of whether to support, acknowledge and remain in the NAA Coalition was discussed. The group unanimously voted that ATMCH will remain in NAA as a member but may not actively participate in all of its activities and will deputize the President to represent ATMCH in the Alliance.

B. Friends of Title V Coalition

ATMCH has maintained its relationship with the Friends of Title V Coalition and participated as a signer in letters to Congress. Holly Grason attends coalition meetings on behalf of ATMCH.

VII. Plans for coming year

A. Mentoring Project

In July, ATMCH applied to MCHB (via the HRSA cooperative agreement) for \$35,000 to fund the ATMCH mentoring project, the curriculum development project, the posting of faculty interests on the website and the basic staffing of the ATMCH secretariat. ATMCH received \$20,000 for basic funding of the secretariat. The secretariat proposed that the MCH curriculum development project could still be accomplished, with the condition that the existing ATMCH website be minimally modified by secretariat staff to accommodate the curricula, as opposed to asking UNC, the current website host, to redesign sections of the website. The Executive Committee approved the MCH curriculum development project as proposed by the secretariat. Arden Handler (or other designated ATMCH members) may seek additional funding in the amount of \$15-20,000 to support renovation of the ATMCH website with password protection for members to post to and access curricula and faculty interests sections.

The secretariat will contact the membership (at the business meeting and via the distribution list) and call for syllabi on adolescent health, reproductive health, or other MCH topics. A template for submitting syllabi will be developed by Arden Handler. The process of submitting syllabi is completely voluntary, and those who use others' syllabi will be reminded to credit the author as appropriate.

Faculty interests will be listed by category on the existing website and in the ATMCH database.

Arden Handler updated the membership about the discussion of the executive committee related to the ATMCH mentoring project. This project aims to help the schools to develop programs and courses in MCH. After lengthy discussion, the committee approved the following action steps:

1. Travel expenses, the daily federal consultant rate during the school visit and two days of preparation, and other related expenses would be divided between ATMCH and the recipient school. ATMCH dues would be used for this program, which will guarantee the involvement and interest of the recipient school.
2. In special circumstances, when the school is not financially able to match the expense, but is interested in starting an MCH program, the executive committee will decide on appropriate steps to help the school.
3. If there is significant interest in this program, then the executive committee will consider writing a proposal to potential sponsors for funding of this activity.
4. Arden Handler and the Secretariat will draft a proposal for the process of submitting an application to participate in the Mentoring Program and send this for review to the Executive Committee.

B. APHA 2002 Continuing Education Session

Molly McNulty reiterated that the survey she is working on would provide information for the planning for the APHA 2002 continuing education session. There was some discussion of the content of this CE workshop and Molly McNulty asked for help in shaping the content of the workshop. Julia Walsh and Marlene Egger volunteered to provide additional help. It was noted that ATMCH needed to work within APHA's deadlines for reserving room space.

C. 2002 ATMCH Sessions (Internal And External)

This year's external APHA session on undergraduate education was held on Monday, October 22, from 8:30 to 10:00 pm at the Council Room of the Hilton Hotel.

The executive committee decided on the following topics for the 2002 ATMCH sessions:

Confirmed Topics For ATMCH Sessions:

Session	Topic	Lead person
External session, AMCHP 2002	Environmental health in MCH	Greg Alexander Karen Peterson Edie Kieffer
External session, APHA 2002	Globalization of MCH	Doug Taren, Gene Declercq
Internal session, APHA 2002	Evidence-based approach in teaching MCH	Gigliola Baruffi Michele Issel
Internal session, AMCHP 2002	Mentoring and recruiting of new faculty	Greg Alexander Donna Petersen

Gene Declercq will attend the MCH Section meeting to obtain room space for the internal and external sessions for APHA 2002.

ATMCH sessions at AMCHP will need to be coordinated soon for the meeting in March 2002. In previous years, AMCHP invited the President of ATMCH to participate in the planning committee. Arden will contact Stephanie McDaniel at AMCHP to determine what the process is for this year for obtaining meeting space.

VIII. Globalization of MCH Curriculum

Doug Taren presented a summary of his findings related to the globalization of the MCH curriculum.

X. The meeting was adjourned at 4:30 p.m.