

**NATIONAL CONVERSATION ON PUBLIC HEALTH AND CHEMICAL EXPOSURES  
SERVING COMMUNITIES WORK GROUP**

**Meeting No. 5 Summary  
Teleconference  
February 22, 2010**

**Meeting Objectives:**

- Provide an update on *National Conversation on Public Health and Chemical Exposures (National Conversation)* activities
- Discuss the work of the 4 subgroups, address any gaps or overlapping efforts
- Discuss overall work group process and timeline going forward
- Decide on next steps and assignments
- Insert bulleted list of call and meeting objectives from agenda

<b>Upcoming Call</b>	<b>When and Where</b>	<b>Suggested Agenda Items</b>
<i>National Conversation on Public Health and Chemical Exposures</i> Serving Communities Work Group (Serving Communities Work Group) call	March 24, 2010 3 p.m.–5 p.m. EST	<ul style="list-style-type: none"> <li>○ Share final subgroup work products</li> <li>○ Discuss ideas for recommendations</li> <li>○ Prepare for in-person meeting</li> </ul>
<b>Upcoming Meeting</b>	<b>When and Where</b>	<b>Suggested Agenda Items</b>
Serving Communities Work Group in-person meeting	April 29–30, 2010 Washington, D.C. Times TBD	<ul style="list-style-type: none"> <li>○ Discuss recommendations and draft report</li> <li>○ Time for subgroups to meet</li> </ul>

**I. Action Items**

<b><i>National Conversation</i> Update</b>	<b>By Whom</b>	<b>By When</b>
1. Re-send project management site log-on instructions	Kim DeFeo	February 22, 2010
2. Hold project management site training call	Kim DeFeo	March 4, 2010

Work Group Process and Timeline	Who	Completed by
3. Fill out the subgroup templates (and begin work on the new work group report templates if you have time). Post on Project Management Site in your subgroup documents area.	All subgroups	March 19, 2010

**II. Agreements Reached**

Each subgroup must complete the subgroup template (and the work group report template if time permits) by March 19, 2010. The templates will be posted on the Project Management Site.

**III. Meeting Summary**

**Welcome, Introductions, Agenda Review**

Peggy Shepard, work group chair, welcomed everyone and reviewed the agenda.

**National Conversation Update**

Leadership Council. Kathy Grant, RESOLVE facilitator, gave an update on the January 29, 2010 *National Conversation on Public Health and Chemical Exposures* Leadership Council (Leadership Council) conference call. She told the group the search is underway for a new co-chair for the Leadership Council. Ms. Grant explained that the choice of co-chair must be considered in relation to the recent CDC determination that a CDC official serving as co-chair would trigger requirements contained in the Federal Advisory Committee Act (FACA); therefore, Dr. Henry Falk would not serve as co-chair although he will continue to serve on the Leadership Council. An announcement about the new co-chair will be forthcoming.

Ms. Grant explained the new attendance policy that the Leadership Council adopted. Each member of the Serving Communities Work Group is expected to make a good faith effort to participate in all meetings and conference calls (no substitutes may participate in the place of a work group member to “make up for” a member’s absence). Missing 4 calls or meetings as of January 29, 2010 will be considered a resignation from the work group unless the member has contributed substantially in other ways and special arrangements have been made with the chair. Ms. Grant encouraged any members who are concerned about the policy to contact Ms. Shepard. In response to a question about member participation, Ms. Grant confirmed that an effort will be made to reach out to people who have not participated in work group activities. For example, in talking with Bob Bullard, she learned he does not have enough time to participate on the Serving Communities Work Group. He has suggested a replacement, and Ms. Grant will offer this person a seat on the Serving Communities Work Group. (Members of the Serving Communities Work Group Coordinating Committee will have to approve this decision.)

Project Management Site. Kim DeFeo, National Center for Environmental Health/Agency for Toxic Substances and Disease Registry staff, let the group know that the project management site is up and running. Ms. DeFeo encouraged who had not yet done so to log in and familiarize themselves with the site. She noted that the site provides an easy way for subgroups to collaborate on their work and share information. The members suggested holding a group training call. Ms. DeFeo agreed to set one up shortly and to re-send the log-on instructions it. Ms. DeFeo stated that she has posted notes from previous Serving Communities Work Group

meetings and listed upcoming calls and meetings on the project management site. She also mentioned that she had posted notes from each of the subgroup calls but encouraged subgroup leaders to add notes they have for their groups.

**Public Involvement Subcommittee.** Ms. DeFeo also gave the group an update on the Public Involvement Subcommittee, formed to assist in developing the web dialogues and the *National Conversation on Public Health and Chemical Exposures* Community Conversation Toolkit (Community Conversation Toolkit). The subcommittee is now comprised of more than 15 people who are assisting in developing outreach plans for the *National Conversation*. The subcommittee will help ensure that the information collected through the web dialogues and community conversations is useful to the work groups and the Leadership Council.

The first Web dialogue will take place April 5–7, 2010. The goals of this dialogue are for the public to understand and share their perspectives on the *National Conversation's* vision, structure, and key issues. Public involvement will be one of the web dialogue's major topics. The *National Conversation* staff is consulting with the Public Involvement Subcommittee on the structure and content for the first Web dialogue. Ms. DeFeo asked if anyone wished to serve as a subject matter expert "panelist" during the Web dialogue. Panelists will log onto the Web dialogue regularly on the day that the community involvement topics are being discussed to help focus dialogue participants and contribute their expertise by providing clarifying points and responses to questions. Pam Miller, Rita Harris, Scott Levy, Arturo Uribe and Egide Louis responded that they potentially were interested. Ms. DeFeo advised that Jenny Van Skiver would follow up with additional information.

Ms. DeFeo also let the group know that the Public Involvement Subcommittee is reviewing a draft copy of the Community Conversation Toolkit. The goal is to develop an easy-to-use kit that provides everything someone would need to organize a conversation in a neighborhood about public health and chemical exposures. After the draft toolkit is developed, we will pilot test the toolkit to ensure that we are asking the right questions in the right way. She asked if anyone was interested in potentially piloting the toolkit. Mildred McClain and Mr. Uribe expressed interest.

### **Serving Communities Subgroup Update**

#### **Restoring Health and Developing Community Resiliency**

Dr. McClain shared an update on the activities of the *National Conversation on Public Health and Chemical Exposures* Serving Communities Work Group Restoring Health and Developing Community Resiliency Subgroup (Restoring Health and Developing Community Resiliency Subgroup). Dr. McClain had been out of the office for 3 months but is now back. The Restoring Health and Developing Community Resiliency Subgroup held its first call on January 21, 2010. During the call, Dr. McClain asked Suzi Ruhl to report on the group's progress. Ms. Ruhl reported that she, Lori Geckle, and Ken Smith participated in the first call. Ms. Geckle and Dr. Smith are doing research on what the issues are with respect to community resiliency, while Dr. McClain, Barbara Sattler and Ms. Ruhl are examining programs and policies to help restore communities. Ms. Ruhl noted that since President Barack Obama has designated \$11 billion for community health centers it makes sense for the group to continue considering recommendations that would introduce environmental health issues to community health centers.

#### **Community Advocacy, Leadership and Research**

Mark Mitchell shared an update on the activities of the *National Conversation on Public Health and Chemical Exposures* Serving Communities Work Group Community Advocacy, Leadership,

and Research Subgroup (Community Advocacy, Leadership, and Research Subgroup). Dr. Mitchell noted that the 7 subgroup members had been dividing duties. Derek Guest compiled their work into the prescribed template and the group will be reviewing its recommendations on an upcoming call. Dr. Mitchell thought the Community Advocacy, Leadership, and Research Subgroup would only need a few more calls to finalize their recommendations.

### **Addressing Past and Current, and Preventing Future, Environmental and Chemical Exposures**

Dr. Levy reported on the progress of the *National Conversation on Public Health and Chemical Exposures* Serving Communities Work Group Addressing Past and Current, and Preventing Future, Environmental, and Chemical Exposures Subgroup (Addressing Past and Current, and Preventing Future, Environmental, and Chemical Exposures Subgroup). Unfortunately, Elizabeth “Buzzy” Guillete, former Addressing Past and Current, and Preventing Future, Environmental, and Chemical Exposures Subgroup leader, has left the group. However, Dr. Levy expressed confidence in the group’s ability to reorganize and finish their work. They are filling out the subgroup template and Dr. Levy estimated it is 75–90% complete. Dr. Levy will be organizing the next subgroup call, and he welcomed any assistance from other Serving Communities Work Group members.

### **Government Operations**

Liam O’Fallon, leader of the *National Conversation on Public Health and Chemical Exposures* Serving Communities Work Group Government Operations Subgroup (Government Operations Subgroup), was not able to attend the call. Unfortunately, there was no one on the call who was able to provide an update on the Government Operations Subgroup’s progress.

After the subgroup updates Ms. Shepard asked if the subgroups would benefit from time for face-to-face meetings at the next in-person meeting. Responses were positive. It was agreed that the subgroups would first report on their progress and then time would be provided for the subgroups to meet. This way the subgroups can continue their work with a better sense of what other subgroups are recommending.

### **Work Group Process and Timeline**

Ms. Grant noted that the next full Serving Communities Work Group call is on March 24, 2010 and the next in-person meeting will take place April 29–30, 2010 in Washington, D.C. She reminded everyone of the upcoming March 19, 2010 deadline for each subgroup to fill out the subgroup template and post it on the Project Management Site. If subgroups are ahead of this timeline, they should start work on the new work group report template. Subgroups may also just fill out the work group report template at this point (and not fill out the subgroup report template). Ms. Grant explained that everything contained in the subgroup template is included in the work group template so there is no wasted work—but the work group report template does ask for some additional pieces of information.

The more each subgroup can flesh out its recommendations before the in-person meeting in April the better progress can be made in that meeting. Ms. Grant reminded members that the Serving Communities Work Group report template asks for no more than 12 recommendations per work group. The goal of the April meeting is for the group to be able to complete, rough document.

While Ms. DeFeo is available to help compile some of the report (for example, the introduction) without help from subgroups, she will need detailed information from each subgroup so she can compile a polished report.

After the in-person meeting, the Serving Communities Work Group will hold calls in May and June to continue work on the work group report. In July 2010, the group will have another in-person meeting to finalize the work group draft report. The final draft will be posted to a Web site in July and August, and the group will receive comments from people participating in the web dialogue.

#### **IV. Participation**

##### **Members Present**

Lisa Conti, Florida Department of Health  
Jeannie Economos, Farmworker Association of Florida  
Karla Fortunato, Health and Environmental Funders Network  
Derek Guest, formerly of Eastman Kodak Company, currently of Environmental and Sustainability Solutions  
Rita Harris, Sierra Club Environmental Justice Program  
Mercedes Hernandez-Pelletier, North Carolina Department of Health and Human Services, Division of Public Health  
Michael Kent, Contra Costa Health Services  
Scott Levy, The Permanente Medical Group  
Egide Louis, U.S. Environmental Protection Agency, Region 4  
Mildred McClain, Harambee House, Inc./Citizens For Environmental Justice  
Pamela Miller, Alaska Community Action on Toxics  
Mark Mitchell, Connecticut Coalition for Environmental Justice  
Suzi Ruhl, U.S. Environmental Protection Agency  
Barbara Sattler, University of Maryland School of Nursing  
Hilda Sheppard, Agency for Toxic Substances and Disease Registry  
Arturo Uribe, Mesquite Community Action Committee

##### **Regrets**

Nancy Bock, The Soap and Detergent Association  
Steve Crawford, Passamaquoddy Tribe at Pleasant Point  
Melinda Downing, U.S. Department of Energy  
Jerome "Jerry" Ensminger, Camp Lejeune Citizens Advisory Panel  
Lori Geckle, U.S. Army Center for Health Promotion and Preventive Medicine  
Elizabeth "Buzzy" Guillette, University of Florida  
Sarah Norman, Baltimore City Health Department  
Liam O'Fallon, National Institute of Environmental Health Sciences  
Kenneth Smith, National Association of County and City Health Officials  
Susan West Marmagas, Virginia Tech  
Beverly Wright, Deep South Center for Environmental Justice

##### **Facilitation & Staff Team Members Present**

Peggy Shepard, WEACTION for Environmental Justice, chair  
Carolyn Harper, NCEH/ATSDR senior liaison  
Kathy Grant, RESOLVE facilitator  
Kim DeFeo, NCEH/ATSDR staff