

**Virginia Asthma Coalition  
Quarterly Meeting  
January 20, 2010 11:00 a.m. – 11:30 a.m.**

**Members in Attendance:** Cathy Blevins, Twin County Regional Hospital; Christine Bosworth, VDH; Paula Davidson, Southern Health Services; Tresserlyn Jones, Anthem Healthkeepers Plus; Mary Kane, Carilion Roanoke Memorial Hospital; Judy Merring, Potomac Hospital; Patricia DeMain, Woodbrige Middle School; Patricia Cafaro, MCV; Amy Paulson, CINCH; Stuart Tousman, Jefferson College of Health Sciences; Sally Southard, Carilion Pediatric Pulmonary Clinic; Laura Burns, VDH-Chesterfield; Andrew Curtis, VDH; LuAnn Grimes, CARMA; Kelly Brown, Mary Washington Hospital, Dave Evan; Lisa Newman, EVMS; Jude Taylor-Fishwick, National Respiratory Institute.

| TOPIC  | DISCUSSION  | ACTION/FOLLOW-UP                                  |
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| <p><b>Welcome &amp; Introductions</b></p>          | <p>The meeting was facilitated by Stuart Tousman, VAC Chair. The meeting was held via conference call/webinar and started at 11:00 a.m.</p>   |   |
| <p><b>Member Survey Results and Discussion</b></p> | <p>Amy Paulson reported the results of the member survey.</p> <p><u>Coalition Satisfaction</u><br/>The coalition was mainly neutral in this category. Ways to improve include increasing communication and moving forward with a focused work plan.</p> <p><u>Leadership Satisfaction</u><br/>Members were fairly neutral with a few dissatisfied. Comments included giving more people leadership opportunities and have a vote in decisions that are made.</p> <p><u>Meeting Challenges</u><br/>Amy stated that attendance at the VAC meetings have declined. The primary reason listed on the survey was time missed from work. Members did agree that Wednesday's were the best day of the week to meet. Suggested ways to improve participation would be to increase the use of technology. Stuart stated that the increased participation in today's meeting was a good example.</p> <p><u>Meeting Preferences</u><br/>Amy reported that ironically most members preferred to continue to meet in person.</p> | <p><b>VAC Member Survey Results attached.</b></p> |

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|                                     | <p><u>Coalition Communication</u><br/>Responses about communication between members and leadership were mainly neutral. Opportunity to improve communication with broader community and state emphasis.</p> <p><u>Coalition Impact</u><br/>Members expressed the need to focus our work of VAC on action oriented activities and to generate resources.</p> <p>In conclusion, the report showed the following:<br/>Ways for improvement</p> <ul style="list-style-type: none"> <li>• Improve communication</li> <li>• Leadership Development</li> <li>• Better meeting management</li> <li>• Increase use of technology</li> <li>• Focused work and outcomes</li> </ul> <p>What Members Can Do:</p> <ul style="list-style-type: none"> <li>• Be responsive – even when you can’t make the meeting or call</li> <li>• Take on tasks – big or small</li> <li>• Expand our network – word of mouth is more effective than cold call or list serve email recruitment</li> <li>• Be willing to speak up</li> <li>• Be part of the plan and outcomes</li> </ul> <p>Stuart asked members for thoughts or comments about the survey. Laura Burns asked how many people were participating on today’s call. Lisa stated that 18 members were on the call. Laura commented that she was pleased with the participation on today’s call and urged that that the use of technology needs to be a priority for the VAC. Stuart asked members to send additional comments or thoughts to Amy.</p> |   |
| <p><b>Taking Action in 2010</b></p> | <p>Stuart presented the draft of the VAC Work Plan with goals, strategies and action steps for 2010.</p> <p><i>Goal 1: Serve as a clearinghouse for surveillance data, training, resources, and promising practices for asthma.</i></p> <p>Members accepted Goal 1 with no changes. Stuart asked for volunteers to serve on the</p>   | <p><b>Revised VAC Work Plan 2010 Attached</b></p> |

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|       | <p>Website Action Team. An invitation will be sent out to all members.</p> <p><b><i>Goal 2: Serve as an umbrella organization for local coalitions and other concerned partners.</i></b> Members accepted Goal 2 with no changes. Stuart asked for volunteers to serve on the Communication Action Team. An invitation will be sent out to all members. Amy stated that if volunteers do not support the action teams, we should not include the specific goal in the work plan.</p> <p><b><i>Goal 3: Promote comprehensive, broad use of revised national guidelines for clinic management of asthma through Virginia.</i></b><br/> Action Step 1 included the formation of a Module Development Action Team to work on the training modules to reinforce the 6 key messages from the Guidelines Implementation Panel Report (GIP). Stuart asked for volunteers to serve on the action team. The following members volunteered: Jude Taylor-Fishwick, Patricia Cafaro, Cathy Blevins, Amy Paulson and Stuart Tousman. Members also suggested that Dr. Kurt Elward be invited to serve on the module team.</p> <p>Action Step 2: Disseminate the Guidelines Implementation Panel Report Expert Panel 3 – Guidelines for the Diagnosis and Management of Asthma. Included the formation of a short-term Guideline Dissemination Action Team. Stuart asked for volunteers to serve on the team. An invitation will be sent out to all members.</p> <p>Sally suggested adding an action for the review of the asthma action plan. The following Action Steps were suggested:</p> <ul style="list-style-type: none"> <li>• Review asthma action plan by</li> <li>• Post reviewed plan on VAC and DOE websites by 6/1/2010.</li> </ul> <p>Stuart asked for volunteers to serve on the Asthma Action Plan Team. The following members volunteered: Sally Southard, Laura Burns, Patricia DeMain and Patricia Cafaro.</p> <p>Stuart announced that he needed to leave the meeting for a prior commitment and Laura Burns took over facilitation of the meeting.</p> <p><b><i>Goal 4: Advocate for policy and legislative changes that benefit Virginians with asthma.</i></b></p> |                  |

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|  | <p>Members suggested posting the advocacy calendar of events to website by March 2010. Also members decided to change the wording of Action 1d: Step b) Collaborate to move forward legislative policy and system change.</p> <p>Laura Burns asked for volunteers to serve on the Advocacy Action Team. It was suggested that David DeBiasi of the American Lung Association head the team. Members agreed. The following members volunteered to serve on the team: LuAnn Grimes, Paula Davidson, and Pat DeMain</p> <p>Edits will be made to the draft work plan and sent out to the VAC for approval via email.</p> |  |
| <p><b>New Connections – Engaging members online discussion</b></p> | <p>Members discussed alternative ways communicate and continue work of VAC i.e. Facebook, etc. A new social network site called Ning provides participants the opportunity to share information on projects. It also creates a space for users to generate ideas, collaborate on tasks, and discuss what’s been completed. Members discussed the difficulty keeping up with social network sites and preferred to use email and conference calls.</p> <p>Amy announced an upcoming training opportunity with the Patient Advocate Leaders Summit (PALS). Members would be notified by email.</p>                      | <p><b>Lisa</b> – email members PALS training opportunity</p>   |
| <p><b>Adjournment</b></p>  | <p>The meeting was adjourned at 11:30 a.m.</p> <p><b>Next meeting: April 21, 2010 from 10:00 a.m. – 2:00 p.m. at Virginia Hospital and Healthcare Association, 4200 Innslake Drive, Glen Allen, VA.</b></p>   | <p>If you have any items you would like added to meeting agendas or comments, please contact VAC Chair, Stuart Tousman at <a href="mailto:SATousman@jchs.edu">SATousman@jchs.edu</a> or by phone at 540-985-8371</p> |