



**ASTHMA COALITION OF LOS ANGELES COUNTY  
ASTHMA COALITION STEERING COMMITTEE MEETING**

**Meeting Notes  
March 13, 2013**

**Attendees:** Aarti Harper, Carrie Tayour, Janet Scully, Jennifer Clark, Katie Balderas, Kerry Van Frank, Marilyn Li, Monica Morello, Francisco Covarrubias, Robert Vinetz

ISSUE/TOPIC	DISCUSSION	ACTION/FINDINGS	PERSON(S) RESPONSIBLE
Welcome and review agenda <ul style="list-style-type: none"> <li>• Minutes &amp; action items from last meeting</li> </ul>	<ul style="list-style-type: none"> <li>• Minutes approved as written.</li> </ul>		
ACLAC Strategic Plan Revision <ul style="list-style-type: none"> <li>• Review &amp; approve revised goals &amp; objectives</li> <li>• Guidelines for developing strategies and work plans</li> </ul>	<ul style="list-style-type: none"> <li>• Francisco presented revised Goal 3 objectives; no further SC edits.</li> <li>• Dr. Vinetz presented Goal 1 objectives; re-affirmed alignment of ACLAC goals with the State; expressed challenges w/ mobilizing healthcare providers beyond their current duties.</li> <li>• Janet &amp; Monica discussed creating a workgroup w/ higher level DPH staff to determine how to address asthma within DPH, including with Chronic Disease; need to ID funding sources, which will be part of the sustainability plan.</li> <li>• Carrie presented Goal 4 objectives; Dr. Vinetz suggested that given outdoor air quality's impact on the psycho-biological system as a whole, we should consider working w/ the American Heart Association &amp; other health groups beyond respiratory health-focused groups. Janet suggested we keep primary focus on asthma. Goal 4 statement replaced "optimizing respiratory health" with "asthma."</li> <li>• Kerry presented Goal 2 objectives; added "students" to objective 2 and Dr. Vinetz suggested adding "awareness" to the goal statement. Schools Workgroup is considering developing a presentation for LACOE.</li> <li>• Kerry announced successful passing of the PUSD Asthma Policy; Dr. Vinetz suggested that the ACLAC send a letter of thanks to the Pasadena School Board &amp; invite a PUSD rep to the next ACLAC meeting to thank and congratulate.</li> <li>• Monica presented Cross-Cutting objectives; group agreed to change objective 3 tagline to "Recruitment and Engagement" and to replace "workgroup" with "Coalition" in the same objective.</li> </ul>	<ol style="list-style-type: none"> <li>1) Revise Goals &amp; Objectives with new edits.</li> <li>2) Send final version of approved Goals &amp; Objectives with edits applied to the SC.</li> <li>3) Schedule Workgroup meetings in March/April to work on creating Strategies based on the final Objectives.</li> </ol>	<ol style="list-style-type: none"> <li>1) Monica</li> <li>2) Monica</li> <li>3) Workgroup Co-Chairs</li> </ol>

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	<ul style="list-style-type: none"> <li>The SC moved to approve the Goals &amp; Objectives with edits.</li> <li>Monica reviewed the guidance document on developing Strategies &amp; Work Plans. Workgroups should hold two meetings in the next two months—one to develop strategies and one to develop the Work Plan; Strategies to be reviewed at May SC meeting.</li> </ul>		
<p>General Coalition Meeting Agenda – April</p> <ul style="list-style-type: none"> <li>S.A.F.E. presentation confirmed</li> <li>Member appreciation</li> <li>SC elections</li> <li>Workgroup updates</li> </ul>	<ul style="list-style-type: none"> <li>Ester from S.A.F.E. will present on the non-smoking housing ordinance recently passed in Santa Monica. Dr. Vinetz asked if she would also be speaking about AB 746, Smoking: Prohibition in multifamily dwellings.</li> <li>Members meeting attendance requirement and high participation in the Coalition will receive certificates of appreciation at April meeting.</li> <li>Re-nomination requests received by 8 current SC members.</li> <li>Workgroup Co-Chairs will provide updates on their group’s progress on the revised Goals &amp; Objectives, next steps for Strategies and Work Plan development, and upcoming meeting dates.</li> </ul>	<ol style="list-style-type: none"> <li>All interested SC members to submit email statement to Monica if they want to re-nominate themselves for next year.</li> <li>Prepare talking points on Workgroup updates for the April meeting.</li> </ol>	<ol style="list-style-type: none"> <li>SC Members</li> <li>Workgroup Co-Chairs</li> </ol>
<p>General Updates &amp; Discussion:</p> <ul style="list-style-type: none"> <li>Workgroup Leadership Protocol and templates available online</li> <li>ACLAC Facebook status</li> <li>Annual CAFA meeting on May 15<sup>th</sup> in Sacramento</li> <li>World Asthma Day activity planning/Intern</li> <li>ACLAC recruitment</li> <li>SC votes for ACLAC legislative support: SB 391: California Homes &amp; Jobs Act of 2013; AB 32: Global Warming Solutions Act of 2006; and ALA Sign On Letter for Cap and Trade Funds Allocation</li> <li>ACLAC support of not explicitly asthma-related legislations/activities</li> </ul>	<ul style="list-style-type: none"> <li>Facebook Update – The ACLAC’s number of “Likes” and other stats have gone down from last month; Katie suggested we reciprocate “Likes” with partners’ Facebook pages (e.g. Breathe LA, RAMP, ICLC); Monica encouraged SC members to engage with our page by visiting our page, liking comments, and posting messages.</li> <li>The Community Action to Fight Asthma (CAFA) Annual Meeting will be held on Wednesday, May 15<sup>th</sup> from 9am-4pm at The California Endowment in Sacramento. There will be some opportunities for travel reimbursement. Monica asked for volunteer SC member to attend the CAFA meeting with her; Katie expressed interest.</li> <li>UCLA Intern, Lauren, started her internship with the ACLAC on Thursday, 3/7; she will be working on two primary projects: WAD event planning &amp; ACLAC Sustainability Plan as part of the new Strategic Plan; first Ad Hoc Committee meeting will be on Wed., March 20<sup>th</sup> from 12-1:30 p.m. at Superior Court Building DPH location.</li> <li>All reviewed a working ACLAC Recruitment List; Monica asked members to review the list and fill in as many blanks as possible.</li> </ul>	<ol style="list-style-type: none"> <li>Engage with the ACLAC Facebook page by visiting the page, liking comments/posts, and posting messages.</li> <li>Connect with other Coalition members’ Facebook pages and ask them to like our page.</li> <li>Review updated ACLAC Recruitment List and fill in the blanks with specific information.</li> </ol>	<ol style="list-style-type: none"> <li>All SC Members</li> <li>Monica</li> <li>All SC Members</li> </ol>

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Announcements	<ul style="list-style-type: none"> <li>Kerry announced that the Pasadena School Board passed the Asthma Management Policy! It is now in effect and available on the PUSD website. Dr. Vinetz proposed putting the policy document on the ACLAC web page and announcing it on our Facebook page. He also suggested sending a letter of appreciation/congratulation to the Pasadena School Board for passing the policy, and inviting a Board member to our upcoming general ACLAC meeting to present them with this letter/certificate.</li> </ul>	<ol style="list-style-type: none"> <li>Write a letter of appreciation and/or create a certificate of appreciation for the Pasadena School Board</li> <li>Invite a Pasadena School Board representative to attend the April general ACLAC meeting.</li> </ol>	<ol style="list-style-type: none"> <li>All SC Members</li> <li>Kerry</li> </ol>

Recorded by Aarti Harper & Monica Morello