

**SOUTHERN PLAINS INTER-TRIBAL EPIDEMIOLOGY CENTER**  
**Advisory Council Meeting**  
**MINUTES**

Location: OCAO Indian Health Service 3<sup>rd</sup> Floor Conference Room  
**Monday, January 7, 2008 – 2:30-5:00pm**

**Members present:** Mickey Peercy, Rhonda Butcher, Bonnie Stephenson, Tom John, John Daugherty, Dr. John Farris, and Cordelia Clapp

**Staff Present:** Allan Harder, OCAITHB Executive Director; Leslie Clinkenbeard, SPIEC Director; Robin Kinnard; SPIEC Epidemiologist, Diana Cournoyer; Intervention and Training Coordinator, Courtney Bingham; TEC Project Coordinator, Sydney Lee; Research Assistant, Charles Brucklier; Director of Dental Center, and Loren Tonemah; Administrative Assistant

Meeting was called to order at 2:30pm.

**Approval of minutes** – Motion was made by Rhonda Butcher, seconded by John Daugherty.

**Financial Report** – Tom John reported the Epi Center budget, and discussed the carryover budget. Leslie will discuss during director's report. A motion to accept the report was made by Tom John, seconded by Rhonda Butcher.

**Director's Report** – Leslie Clinkenbeard, Director of the Epi Center, presented the report. The following major activities/issues/updates were presented/discussed:

**Introduction of new staff.**

Leslie Clinkenbeard – SPIEC Director  
Loren Tonemah – Administrative Assistant  
Courtney Bingham – TECC Coordinator  
Sydney Lee – Graduate Assistant  
Melinda Frank – Epidemiologist

**1. Resolution 2008-01 Healthy Eating Research.**

A motion to move the resolution to the Health Board agenda was made by Bonnie Stephenson, seconded by John Daugherty.

**2. Resolution 2008-02 Epidemiological and Behavior Research in Oral Health**

Recommend partnering with University of Oklahoma instead of University of Arizona. Motion to table Resolution 2008-02 was made by Cordelia Clapp, seconded by Mickey Peercy.

**3. Resolution 2008-03 Preventing Sexual Assault and Domestic Violence.**

A motion to move the resolution to the Health Board agenda was made by Cordelia Clapp, seconded by Bonnie Stephenson.

- 4. Resolution 2008-04 Public Health Conference Support Program**  
A motion to move the resolution to the Health Board agenda was made by Tom John, seconded by Rhonda Butcher.
- 5. Resolution 2008-05 Preventing Violence and Violence Related Injury**  
A motion to move the resolution to the Health Board agenda was made by Rhonda Butcher, seconded by Cordelia Clapp.
- 6. Resolution 2008-06 Tobacco Print Media and Training Tools**  
A motion to move the resolution to the Health Board agenda was made by John Daugherty, seconded by John Farris.
- 7. Resolution 2008-07 Use NIH Grant for HRSA Grant**  
A motion to move the resolution to the Health Board agenda was made by John Daugherty, seconded by John Farris.
- 8. Resolution 2008-08 Prevention Specialist Fellowship**  
A motion to move the resolution to the Health Board agenda was made by John Farris, seconded by John Daugherty.

### **Carryover Budgets**

#### **TEC Carryover**

A motion was made to forward to Health Board by Tom John, seconded by Rhonda Butcher.

Allan Harder was told at the Epi Center Director's meeting (Albuquerque, NM, December 2007), that in June of this year (2008), they are going to ask for a projection for a carryover for this year. Based upon our projection, they anticipate reducing our next year's award by 80%. The carryover funds will be used to 1) Contract with a research group to complete CHP's 2) Host a one day data health conference. 3) 1.0 FTE analyst, grant writer.

#### **TECC Carryover**

Approved on the 14<sup>th</sup> of December by CDC. The carryover funds will be used to purchase GIS software, Robin Kinnard is trained in using this software which will be used to produce maps for various projects and CHP's.

### **Current Projects**

- 1. Community Health Profiles** – Sydney Lee has been compiling data, trying to get them consistent across all the different factors. Trying to give examples for all the other profiles. Very time consuming.
- 2. TECC** – Courtney Bingham looking at data from the health promotion and disease prevention survey and making a summary report for distribution. She is in the process of developing an Injury Prevention Toolkit which will also be distributed. Possibility of hosting an Injury prevention summit in May.
- 3. AI/AN Health Disparities** – Robin Kinnard discussed the objectives of increasing/enhancing data for reportable disease, infectious disease, and cancer, also including burns and drownings.
- 4. Cultural Competency Training** – In December the Acute Disease Division at the Health Department contacted Diana for a cultural awareness training. There were about 30 in attendance. They have invited Diana back to do three separate trainings, in three separate areas, including Caddo, Custer, and Canadian counties.

Texas, Harper and Beaver counties in Western Oklahoma, and south in the Wichita area. More education training credits for the cultural awareness training, more activities, more discussion for the TB division in the health department. The trainings will take place, on January 17<sup>th</sup>, and in February. The project that was funded through the grant is a partnership with Pam Iron, the end result is to have a cultural curriculum provided to all the human resource staff within the Health Sciences Center and the State Department of Health. Put the information on a network, and give training online or hand it to them when they are doing their new employer orientation. To build the curriculum they are doing focus groups going to the health department, the college and I/T/U's, they are surveying Natives as well as non-Natives. Still working on the re-development of the brochures for the ALA. Depending upon funding whether it be a training or just re-develop the material and send it out to the communities. Staff training has been charged with finding HIPAA training online, EPI 101 training, IRB training, and basic grant writing training.

5. **Nurses As Researchers** – Leslie Clinkenbeard. The grant is through the Health Sciences Center and the College of Public Health with Dr. Henderson and the Diabetes Center. The purpose of the grant is to teach nurses how to do research and then help them attain funds to conduct the proposed research.
6. **Pandemic Influenza** – Leslie Clinkenbeard. We received funding from the Oklahoma State Department of Health. Several tribes completed their pan-flu project, and there has been no response from other tribes. OSDH is going to assist tribes in completing their PanFlu plan. We are currently working to set up workshops for the tribes and have them in a computer lab environment where everyone has computer access. Everyone will have a jump drive with all the documents loaded on them that they will need to fill out in order to complete their plan. There will be a workshop for those that don't have the plan, and a workshop for those whose plans need to be revised.
7. **Indian Data Health Conference** – Loren Tonemah. Will be held on March 27<sup>th</sup> at the Moore Norman Technical Center in Oklahoma City for between 100-125 participants. Objectives: 1) Show how tribes can benefit from data resources. 2) The best use for the data that we have, 3) And also the importance of using the data that we have.

The SPIEC Advisory Council Meeting staff recommends Article IV of the By-Laws be amended as follows:

Section 1. The regular meetings of the Council shall be held on the Monday afternoon preceding the second Tuesday of each calendar quarter. If such day is a Holiday or a conflict exists on that day, the Council shall designate an alternate date and time.

Epi Technical Advisory Committee – Tribal representation increase.

The Epi Center was approached by Dr. Caulkin from the Health Science Center, he's doing a proposal for the National Institute of Diabetes and digestive kidney disease, asking for our support.

### **Membership Reports**

- Choctaw Nation Mickey Peercy:
  - Working on Community Health Profiles.
  
- Citizen Band Potawatomi Nation Rhonda Butcher:
  - Nothing new to report, still working on CHP's
- Pawnee Nation:
  - No Report
- Kaw Nation Cordelia Clapp:
  - The final draft of the Violence Against Women Act was turned into the Attorney General.
- Chickasaw Nation Tom John:
  - Data Sharing to Legal
- IHS-OCOA John Daugherty:
  - Working on a data sharing agreement between W.W. Hastings and IHS close to be finalized.
  - Announced retirement effective April 3<sup>rd</sup> after 32 years.

### **Other Business**

- Cancer Summit, March 5,6,7 in Tulsa. Flyer will be coming from Kym Cravatt
- Health Summit, July TBA in Tulsa. Sponsored by OCAIHS.

Motion to adjourn meeting by John Daugherty, seconded by John Farris at 4:16 pm