

# TSC TELECONFERENCE MINUTES

April 1, 2004

Call Time: 10:00 AM Alaska, 11:00 AM Pacific, 12:00 PM Mountain, 1:00 PM Central, 2:00 PM Eastern.  
Toll Free call-in number: 888-390-0320 Passcode: 80956

Next Teleconference call: May 6, 2004

**MISSION STATEMENT: The National Injury Prevention Steering Committee for Injury Prevention enhances the capacity of tribes to address and fund injury prevention programs, and serves as an advocate and liaison with national partner**

**In Attendance: P Present, A Absent, E Excused**

Area		Representative		Alternate
Aberdeen	P	Dennis Renville	A	Mona Zuffante
Alaska	P	Helen Andon	P	Kathy O’Gara
Albuquerque	P	Marie Benton	A	Frances Anchondo
Bemidji	P	Antoinelle Benally Thompson	P	Charles Bressette
Billings		vacant		Vacant
California	P	Norma McAdams	A	Barbara Hart
Nashville	A	Eldon Espling		Vacant
Navajo	P	Lawrence Garnanez	P	Beverly Becenti Pigman
Oklahoma	A	Bonnie Stephenson		Vacant
Portland	P	Luella Azule		Vacant
Phoenix	A	Amanda Leivas Sharpe		Vacant
Tucson	E	Feliciano Cruz	A	Carmen Estrella
IHS Hdqtrs Rep	P	Nancy Bill		
Facilitator				
Guests	P	Jerry Lee		

## Action Items:

### Nancy:

- Work with Patricia Spotted Horse on Injury Prevention Grant Process and be prepare to discuss details at June Meeting in Washington DC.
- Set up AI Museum Tour for Monday, June 14 between 3-5 PM
- Will prepare a list of agencies that TSC could visit with and will e-mail to Helen

### Helen:

- Set up Conference call for Washington DC planning committee for April 2, 2004 at 10 AM Alaska time and e-mail information to Dennis, Norma, Lawrence so they can call in
- Is not responsible for delivery of email to TSC addresses, only for sending it out.
- Need to revisit the strategic planning at June meeting—Helen will contact Arlene Patel to help

## TSC Committee Members:

### All:

- By May 6, 2004, Contact your congressional staffers and set up appointments to meet on June 14, 2004
- By April 16, 2004, Have first draft of Regional Brochure and Fact Sheets ready for Helen’s review.
- Submit Nashville travel reports to Feliciano and Nancy for reimbursements
- Absent members need to contact the chair upon receipt of the minutes

- Speak with alternates prior to the telecall to coordinate any Area/Regional issues. Alternates who participate in the call will also be asked to report on their program activities
- Keep your mail boxes open to receive email. If you don't receive TSC email, especially the week or two before teleconference calls, then you know your box is full. It is your responsibility to obtain what you may have missed.
- Email area IP projects and successes reports to Helen prior to conference call, the notes will be included in the final agenda. Area Updates should include anything of significance that has occurred within the past month

**Luella:**

- Type and distribute conference call minutes

**Feliciano**

- Complete budget summary of TSC committee expenditures from formation of TSC (1999) and send to Nancy Bill (or from earliest records available)

**Norma and Dennis:**

- **Will attend IHS HQE EMSC stakeholders meeting – May 11, 2004 in Washington DC**

**TSC Agenda for April 1, 2004**

- Welcome/Roll Call
- New Agenda items
- IP Program Manager Report
- Budget Formulation Issues
- IP Grant Process
- June 2004 Washington DC Meeting Discussion
- Recruitment Update
- Upcoming Meetings
- Area Updates

**Welcome/Roll Call**

Helen welcomed members and determined there was a quorum. Jerry Lee from IHS ABQ joined call as guest.

**New Agenda items**

None added to agenda

**IP Program Manager Report/ Budget formulation Issues**

Nancy Bill hasn't got much more details since last call. Tribal Leaders will be coming to DC to discuss IHS Overall Budget formulation in May. Did TSC people come last year? Helen said No, it is up to each TSC committee member to meet with their tribal leaders prior to or during the Regional Budget Meetings and help raise Injury Prevention (IP) issues to top 10. Lawrence stated he attended Navajo's budget formulation meeting and IP has been raised to 5<sup>th</sup> place. Dennis got a call from Carol Ann Heart to go to Sioux Falls on April 22-23, 2004 to discuss the budget formulation. Both Helen and Antoinelle contributed to their region's budget formulation process.

**IP Grant Process**

Current IP funding cycle will end August 2005 for 30 grantees. TSC concerns need to be forwarded to IHS Headquarters.

Possible Timeline:

- Release of RFP by December 2004 or January 2005 at the latest
- Announcement of funded grantees by April or May 2005 at the latest

- Raising funding amount from \$50,000 per year to \$75,000

Nancy Bill stated grant management process is going to be put online. Applicants will be able to view announcement and apply online. May be able to speed up grant process. For people who don't have online access, they will need to get it. Reviewers will be able to review grants online. She is working with Patricia Spotted Horse with the on-line issues and deadlines. There will be no more money added to the available \$1.7 million, which also pays for the UNC contract. Nancy did not have figures available as to the amount of funds going to the 30 grantees at this time. If grant amount is raised to \$75K from \$50K, then fewer grantees will be able to be funded. Kathy O-Gara, expressed concern about eligibility of current Part I grantees for next round of funding? Will everyone be eligible? Nancy Bill stated IP grantees will be eligible to apply. Kathy asked to have current grantees notified if that changes and Nancy said that she would do that, if needed. Helen stated her appreciation that current grantees will be able to apply for next round of funding. When will RFP released? Awards announcement projected release date should April or May of 2005. Will this be possible? Nancy stated this is what she is working on with Patricia. Nancy cautioned current grantees : not to rely solely on IHS. Need to find other sources to support program. She is waiting for UNC budget report to find out how much is available. Six new projects started this year and will run for two years. Begin to prepare grant proposal now, look at original RFP, it won't change drastically. She will go over the criteria at the June meeting. There are 30 total grantees. Approximate budget for new round will be \$1.7 Million. Lawrence encouraged everyone to gather data and start working on your grant proposals now. You can always make adjustments later. Dennis asked if there will be an increase or decrease because \$50K doesn't go far. Kathy thanked Nancy for all the work she has done to promote IP on our behalf.

**June 2004 TSC Meeting Washington DC**

Conference call April 2, 2004 10 AM Alaska Time. Helen set up and e-mail number to call to Lawrence, Dennis and Norma.

**Focus of meeting**

What do we want to accomplish? Why 3 days of grantee workshop? What is involved? IP Grantees meet for two full days for their annual workshop, Meeting was stretched to three days because of fellowship symposium. Had to split into two half days Kathy would like to focus on the future, and how we can assist Nancy do a better job around TSC mission, who we are and help Nancy do her job for next 5 years. Beverly suggested two representatives for larger tribes. Helen stated that is a housekeeping issue and the TSC needs to determine the focus of the June meeting. Suggestions include: Strategic Meeting? Training Issues?, Which Washington Agencies to come in? Helen stated Rick Smith is helping to identify potential speakers. She will follow up with him.

Tentative Schedule:

June 13 Sun	June 14 Mon	June 15 Tues	June 16 Wed	June 17 Thur	June 18 Fri	June 19 Sat
Travel Day	8:30 - Noon: Advocacy Preparation	All Day Meeting Group 1: IHS Area IP Specialists	All Day Meeting Group 1: Grantee Workshop	8 - 12 Grantee Workshop	8-12 Grantee Part I Workshop  UNC draft agenda goes until 3:30	West Coast Travel Day

1 to 4:30 pm Capitol Hill and Agency Visits	<b>Group 2: TSC meeting</b>	<b>Group 2: TSC Agency Visits continued by Norma and Luella (Also have Thurs AM open) Nancy would welcome help with the fellowship presentations.</b>	<b>Double Tree Hotel Rockville, MD 2 to 5 p.m. - Fellowship Symposium</b>	East Coast Travel day and Travel Day for those not who are not IHS grantees	PM
3-5 AI Museum Tour					
Evening: Capitol Hill debriefing at Radisson					

Nancy:stated she has been contacted by American Indian Museum. They have offered to do a pre-tour of museum before it officially opens in September.. Tour will have to happen after the construction people leave on Monday or Friday after 3 PM to 5 PM of the week we are there. Are we interested? She will schedule tour on Monday. It will be an optional TSC activity. Has anyone seen agenda from UNC? Just the planning committee has seen the UNC draft. As soon as it is finalized, it will be distributed. UNC final evaluations needs to be incorporated into Strategic Planning

Anyone make their congressional appointments? Make appointments by next conference call. Few congressional delegates will be in town. Everyone clear on whom they are meeting with? Make appointments with congressional staffers. Norma said meetings usually last 10-15 minutes.

Need to contact other agencies for recurring dollars and institutionalize IP into tribal sovereignty. Beverly wants work to insure equal representation by Indian Tribes—seems to bypass community participation. Need to partner with Indian centers in Phoenix or ABQ to get increase funds for injury prevention.

Need to revisit the strategic planning at June meeting—Arlene Patel to help? Dennis said she is enthused to help and knowledgeable in it. Marketing needs to be a priority and it was addressed in strategic planning. We have the means and talent but need to get word out. Haven't formalized the strategic plan. Instead of narrowing at Window Rock, it was broadened. What can we do in next five years and put into manageable pieces. Our map toward the future. This will be a full day agenda. Helen will contact Arlene since she worked with us in Bismarck.

### **Recruitment Update**

- Billings: John Sery is retired. Helen stated Manuella has submitted a letter of interest, process has taken about six months. She still needs tribal support letter.
- Nashville: Still the same
- Oklahoma: Bonnie still recruiting
- Portland: Nothing new
- Phoenix: Helen has been trying to contact Amanda, without luck. Amanda is not sure how current position will affect TSC IP. Antoinelle stated she received an e-mail from her within the past week. Will let her know we miss her and want to try to talk to her

### **Upcoming Meetings**

#### **IHS HQE EMSC stakeholders meeting – May 11, 2004 @ Washington DC**

Need to identify TSC Representative to attend. This is the first meeting to establish key partners (tribal, state & federal) for the IHS EMSC initiative. The Emergency Medical Services for Children program is a relatively new initiative for IHS. The program is provided through interagency collaboration with HRSA.

The EMSC program goals are to reduce pediatric injury and trauma through improved prevention and emergency medical strategies

- Nancy is making request to have a TSC member to attend this meeting
- TSC member who has been actively involved with EMSC should go

### **Discussion:**

Helen stated Kathy, Norma, Dennis, Maria, and Feliciano have indicated EMSC experience and activity. Dennis is already on agenda. Need one more person? Sounds like Dennis already has covered. Norma and Kathy recommended Dennis attend on TSC behalf. Norma expressed concern that it is difficult to get the rural perspective. The "Golden hour" medical transport is a big issue. Helen said in Alaska, "golden hour" is 3-4 hours. Sounds like Norma has good ideas. Will her fellowship project be done? Nearly done, should be done by end of month. Dennis would like Norma to join him for dual presentation. Beverly: will presentation be for all tribes? Correct. Will Dennis feel comfortable to present for Navajo? Nancy said there will be a Navajo EMS attending as well. Dennis and Norma will attend meeting on TSC behalf.

Betty Hastings will be working with tribal and IHS health programs as well as state and federal agencies to improve emergency medical and injury prevention services to American Indians and Alaska Natives.

National Meetings:

**July 13, 2004 NA LifeSavers Conference, Bismarck, ND**--Helen will be presenting on behalf of the TSC. Travel approved by Feliciano and Antoinelle

**August 8 - 11, 2004 NIHB 21st Annual Consumer Conference** Oklahoma City, Oklahoma – Cox Business Services Convention Center. The host hotels are the Renaissance and the Courtyard by Marriott in downtown Oklahoma City.

June 20<sup>th</sup> - 23<sup>rd</sup>, 2004 **NCAI 2004 Midyear Session** Mohegan Sun Uncasville, CT NCAI notified Helen they will add her to teleconference group and make sure we are added to mid-year agenda.

### **Area Updates**

No time for area reports. Works well when it is e-mailed to Helen prior to conference call so it can be attached to agenda. She will need separate reports from the alternates.

Meeting adjourned at. 11:55 am

Respectfully submitted

Luella Azule  
Secretary.