

**WOMEN'S HEALTH STEERING COMMITTEE
MEETING MINUTES
March 9, 2012**

The Office of Women's Health Steering Committee held its regular meeting in The RSA Tower, Board Room 1586 at the Alabama Department of Public Health in Montgomery, Alabama. The following were in attendance:

Attendees:

Nan Priest	Leigh Minchew
Margaret Findlay	Linda Roussel
Izza Afgan	Grace Thomas
Nancy Bishop	Sue Turner
Chris Burgess	Tracy Welsh
Teresa Fair	Cynthia Williams
Christy Garmon	Linda Mays
Myrtle Goore	Beth Taylor
Carol Kelley Nesbitt	Jessica Hardy
Katina Keefer Belt	Dechelle Merritt
Tracey E. Kinard	

Sign in sheet is attached

Welcome/Call to Order

Nan Priest, Chairman, Office of Women's Health Steering Committee, called the meeting to order at 9:39 a.m. She greeted existing members and introduced herself to the new members. She welcomed new members Christy Garmon, and Chris Burgess, Pharmacy Association appointees; Teresa Fair, Dietetic Association appointee; and Katrina Keefer Belt, Business Council appointee. Members introduced themselves and told the organization who they represented. She reminded members that the tenth anniversary of the Office of Women's Health (OWH) is approaching. Nan noted that Margaret sends her regards in her absence. Jessica announced that the National Women and Girls HIV/AIDS Awareness day is celebrated every year on March 10 to bring awareness. Members were asked to review the contents of their folders and pay special attention to the back of the agenda outlining the OWH vision and mission statement. The OWH Steering Committee members read the OWH vision, mission statement, and slogan aloud.

Minutes Review & Approval

Nan Priest, Chairman, Office of Women's Health Steering Committee, presented a copy of the December, 2011 minutes for review. On a motion made and seconded, the committee moved to approve the December, 2011 minutes. The December, 2011 minutes were approved unanimously.

Update on Elective Deliveries

Grace Thomas, MD, Director, Family Health Services, ADPH, provided an update on the elective deliveries at less than 39 weeks project. The Health Resources and Services Administration (HRSA) sponsored the Infant Mortality Summit that included a 13 state delegation with Alabama being one of the stakeholders. The summit was a collaborative and multi-state initiative. The thirteen states were tasked with looking at the needs of their state to develop actions to improve infant health outcomes, reduce infant mortality, and prematurity.

Dr. Thomas noted the four strategies identified for Alabama include enhancing access to prenatal care, preventing preterm births, providing smoking cessation, and reducing inductions and c- sections.

Dr. Thomas noted that Southeast Alabama Medical Center has been successful with their efforts with this initiative. To increase success hospitals need to have a champion at each hospital to support this cause.

OWH Overview

Jessica Hardy, Director, Office of Women's Health, presented a brief overview of the structure of the OWH Steering Committee and initiatives of the OWH. The committee is comprised of 21 board members. Three members are appointed from the Hospital, Nurses, Pharmacy, Dietetic, and Medical Associations, the Business Council and one member is appointed by the Governor, Lieutenant Governor, and the Speaker of the House to serve as consumers. Each member serves a two year term. Members are required to attend quarterly meetings. Fines can be administered if the committee does not adhere to the policies. The committee strives to represent a diverse group of individuals who are experts or have an interest in women's health. The OWH has several annual funding initiatives which include the Women's Health 5K and 1 Mile Mother Daughter Walk, Women's Health Update Conference, and the Healthy Women Car Tag initiative which is currently on hold until 2013. Some of the OWH initiatives recently added include the Alabama Healthy Woman facebook page, Data Publication, and the Women's on Wellness (WOW) Speakers Bureau.

OWH Data/Communications Work Group Report

Sue Turner, Office of Women's Health Steering Committee, reported that the workgroup committee prepared a booklet on the ten major health concerns for women and they are currently working on developing a brochure, CD, and a script to be used for promotion. She noted that the Data Publication is ready to be updated. Plans are to provide a presentation at the Annual Women's Health Update with an emphasis on the suicide rate. The Alabama Healthy Women facebook page was launched earlier this year. The facebook page has been utilized to post health articles, information, and promote events including the 2012 Women's Health 5K and Women's Health Update. Members were encouraged to contact the OWH if they have articles they want to post. Special recognition was given to Izza Afgan for her work monitoring the facebook page.

Women's Health 5K and 1 Mile Mother Daughter Walk

Jessica Hardy, Director, Office of Women's Health Steering Committee, reported on behalf of Beth Taylor, Women's Health 5K Work Group Chair. Beth is out of town but has been working diligently on the plans for the 2012 Women's Health 5K Run and 1 Mile Mother Daughter Walk. The event is scheduled for Saturday, May 19, in Birmingham, Alabama pending the parade and noise permit waiver. Jessica noted that the committee will be able to move forward with the plans for the event after March 19. Katie Obringer has been able to secure the timing equipment for the run. Beth has begun looking at sites outside of Birmingham. Nancy Bishop suggested looking at college campuses. Jessica noted that this year the OWH will have a presence at the Girls on the Run (GOTR) 5K scheduled May 12 in Birmingham. Information about the Fourth Annual Women's Health 5K event will be available and placed in the bags of each participant. The GOTR Birmingham currently has 150 girls registered and each girl will run with an adult. Jessica noted that the committee is excited and looking forward to this new partnership.

2012 Women's Health Update Work Group Report

Dr. Leigh Minchew, Office of Women's Health Steering Committee, provided a report on the plans for the Fifth Annual Women's Health Update scheduled Friday, August 3, 2012 at the Renaissance Riverview Hotel in Mobile, Alabama. Healthcare providers, registered nurses, nurse practitioners, pharmacists, social workers, and dietitians are encouraged to register and continuing education units will be offered. A block of rooms are reserved at a group rate. The registration fee is \$75.00, and student registration is \$30.00 which includes a morning break and lunch. Lilly Oncology on Canvas will have an exhibit. The workgroup proposed to have three breakout sessions this year. Tracey Kinard will coordinate the silent auction. Members were asked to bring their donated item to the June 8 meeting. Plans are to send out sponsorship levels and letters electronically. Vendors are also welcome. A call for poster abstracts began March 1, 2012, and ends May 31, 2012. Linda Roussel noted that the committee hopes to increase the number of attendees from the previous year update, and utilize the funds for outreach in the community.

Women on Wellness (WOW) Speakers Bureau

Dechelle Merritt, Office of Women's Health, provided a brief report on the plans for Women on Wellness (WOW) Speakers Bureau. Each member was provided a handout to vote on the WOW logo. Plans are underway to develop the Women on Wellness (WOW) Speakers Bureau. The speaker's bureau will consist of health care providers representing all types of health care organizations who are experts in women's health. The topics will focus on specific issues affecting women's health throughout the lifespan. The committee plans to design an informational flyer, webpage, online request form, and application for individuals who want to request a speaker, or who want to join the WOW Speakers Bureau.

Adjournment

Nan Priest, Chairman, Office of Women's Health Steering Committee, called the members to convene from their breakout sessions. Nan noted that conference calls will be scheduled for the Women's Health Update workgroup, Women's Health 5K workgroup and the Data Publication workgroup. Members were encouraged to watch their e-mails for dial in information. Nan thanked the members for attending and reminded them about the upcoming Women's Health 5K Run and 1 Mile Walk scheduled May 19, 2012. The meeting was adjourned.

**Next Meeting:
June 8, 2012**

Minutes Submitted by Dechelle Merritt
OWH Administrative Assistant

Nan Priest
Committee Chair

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MEETING MINUTES
June 8, 2012**

The Office of Women's Health Steering Committee held its regular meeting in The RSA Tower, Board Room 1586 at the Alabama Department of Public Health in Montgomery, Alabama. The following were in attendance:

Attendees:

Nan Priest	Debra Hodges	Sue Turner	Dechelle Merritt
Izza Afgan	Tracey E. Kinard	Cynthia Williams	Jessica Hardy
Nancy Bishop	Leigh Minchew	Jessica-Lauren Roberts	
Chris Burgess	Anisa Simon	Allison Cooke	
Christy Garmon	Beth Taylor	Sarah Frazier	
Amy Hinton	Grace Thomas	Joined by Phone: Margie Findlay	

Sign in sheet is attached

Welcome/Call to Order

Nan Priest, Chairman, Office of Women's Health Steering Committee, called the meeting to order at 9:42 a.m. Nan introduced Amy Hinton, Research Consultant with the Center for Leadership and Public Health at Alabama State University. Nan greeted existing members and each member introduced themselves and gave the organization they represent. A special welcome was given to new member. Jessica-Lauren Roberts appointed by Dietetic Association. Dr. Margie Findlay joined the committee by conference phone and introduced herself. The committee members were thanked for their time and commitment to women's health issues.

Minutes Review & Approval

The OWH Steering Committee members read the OWH vision, mission statement, and slogan aloud. Time was provided for members to review the contents of their folders and the March 2012 minutes. Cindy Williams made a motion seconded by Dr. Leigh Minchew to approve the March 2012 minutes. The March, 2012 minutes were approved unanimously.

Dr. Grace Thomas, Assistant State Health Officer for ADPH Family Health Services, introduced the OWH interns Allison Cooke and Sarah Frazier. Allison Cooke M.P.H. candidate at UAB presented an overview of research she conducted on preconception health initiatives in Alabama. She noted that preconception health is important to help ensure a safer pregnancy and healthy baby. Preconception health services are available in Alabama but awareness of these services is limited. Recommendations to improve Alabama preconception health outcomes include increasing social marketing to improve awareness and collaboration between all parties. The plan should highlight areas of preconception health that directly affect birth outcomes such as intendedness of pregnancy and birth spacing, tobacco and alcohol use, obesity, and multivitamin use.

Sarah Frazier, M.P.H. Maternal and Child Health student at UAB also presented the 39 Weeks elective delivery research she conducted during her internship with the OWH. In Alabama in 2010 the infant mortality rate was 8.7 per 1,000 live births. Preterm birth is the second leading contributing factor in infant death in Alabama. Health risks for infants born preterm include medical, developmental and behavioral issues. There is a need for education and awareness on the issue and a need to develop a consistent message across the state. Sarah presented an educational brochure that was developed and asked members to review the format, content and suggest changes for further discussion. Jessica noted that the brochure will be reviewed by ADPH senior staff for approval and distribution of the brochure to health departments, Medicaid clinics, federally qualified health clinics, hospitals, childbirth/prenatal classes, pharmacies and the Babypalooza is planned. Jessica also encouraged members to go back to their respective associations and present the information about the 39 week elective delivery information in order to share the information and raise awareness. A motion was made to make the elective 39 week initiative an OWH initiative and seconded by Cynthia Williams.

Jessica Hardy, Director, Office of Women's Health, announced that this year the Office of Women's Health will celebrate its tenth year anniversary. Jessica introduced Anisa Simon, M.P.H. student at Walden University who presented an overview of the accomplishments of the Office of Women's Health since its inception to now. Members discussed having a celebratory event in December in place of the regular quarterly meeting. Discussions were made to invite the Governor and his wife, each membership appointing association, current and former steering committee members. A suggestion was made to have each organization invited to show their support by sponsoring a table during a corporate luncheon. Jessica asked for a show of hands of individuals who wanted to serve on the workgroup. Jessica Hardy, Nan Priest, Dr. Margie Findlay, Dechelle Merritt, Anisa Simon and Dr. Leigh Minchew signed up.

2012 Women's Health Update Work Group Report

Dr. Leigh Minchew, Office of Women's Health Steering Committee, provided an update on the plans for the 2012 Women's Health Update (WHU). Dr. Minchew handed out a registration form to each member and encouraged them to submit their registration. The Fifth Annual Women's Health Update is scheduled Friday, August 3, 2012 at the Renaissance Riverview Hotel in Mobile, Alabama. The event is scheduled from 7:30 – 4:30 with 3 breakout sessions. She also noted that The Lilly Oncology on Canvas will be an exhibit and the committee will need help with unpacking and setting up the displays. The Update will feature a silent auction again this year coordinated by Tracey Kinard. Workgroup members were asked to watch their e-mails for a notice about the next WHU conference call scheduled on June 25. Dr. Margie Findlay announced that the Ida V. Moffett School of Nursing at Samford University will provide 9.5 nursing contact hours and; 5.7 pharmacology contact hours. The McWhorter School of Pharmacy at Samford University will award 5.5 Pharmacy hours.

OWH Publications

Dr. Debra Hodges, Office of Women's Health Steering Committee, discussed plans for the Office of Women's Health Data Publications committee to develop the 2013 Women's Health Calendar. Dr. Hodges presented an example of a calendar format to the steering committee for review. The workgroup discussed layout of the calendar. Plans are to develop a 12 -16 month planner calendar in a booklet format with 16 pages. Each month will feature women health issues and recommendations for prevention. The OWH has received printing quotes and has a potential sponsor.

Women's Health 5K and 1 Mile Mother Daughter Walk

Beth Taylor, Office of Women's Health Steering Committee, provided a report of the 2012 Women's Health 5K Run/Walk. This year's event was held Saturday, May 19, 2012 in Homewood Alabama. Beth reported that the Mayor was great to work with. There were ninety three participants and 42 volunteers. The location was great this year with approval to use the track and field parking area at Samford University. The 2012 sponsors for the Women's Health 5K Run and 1 Mile Mother Daughter Walk included the Office of Women's Health of the Alabama Department of Public Health, St. Vincent Health System, the City of Homewood along with, ABC/3340 News Team, Drummond Co. , Inc., Taylor Linen Services, Andalusia Regional Hospital, Alabama Power, University of Alabama Birmingham School of Public Health, Baptist Health System in Birmingham, Black Girls Run, Morrison, Samford University, Gold's Gym, Alabama Governor's Commission on Physical Fitness, Blue Cross Blue Shield of Alabama, USA School of Nursing, and the St. Vincent One Nineteen Wellness Center. St. Vincent's Health System was present for the health screening and ABC 33/40 provided great coverage as an in-kind sponsorship. Plans are to expand the reach to Montgomery on May 11, 2013. The committee will have a report during the next meeting about the date, time and location of the Montgomery Women's Health 5K and 1 Mile Mother Daughter Walk.

Roundtable Discussion

Women on Wellness (WOW) Speakers Bureau

Jessica-Lauren Roberts, Office of Women's Health, provided an update on the plans of the Women on Wellness (WOW) Speakers Bureau. Ms. Roberts agreed to serve as chair of the WOW Speakers Bureau. The committee discussed the development of an informational flyer and the application. The WOW workgroup committee discussed having a review board for applications. The application packet requirements are two letters of recommendation, evidenced based practice material, commitment to speak at two events at least twice a year, and a CV/or resume. Plans are to have the application packet uploaded to the OWH website and to have it available for distribution. The website will include a picture, bio and the area of expertise of each speaker.

Adjournment

Nan Priest, Chairman, Office of Women's Health Steering Committee, thanked the committee members and visitors for attending. The members were encouraged to register early for the Women's Health Update scheduled August 3, 2012. She reminded members to put the remaining OWH Steering Committee meeting dates on their calendars specifically the Ten Year Anniversary Celebration of the Office of Women's Health in December.

**Next Meeting:
September 14, 2012**

Minutes Submitted by Dechelle Merritt
OWH Administrative Assistant

Nan Priest
Committee Chair