

## Virginia Diabetes Council Meeting

<b>Date: March 7, 2008 (11:30am -1:30 pm)</b>
<b>Higher Education Center</b>
<b>Roanoke, VA</b>
<b>Next meeting: June 6, 2008</b>

**Executive Board Members Present:** Chair & Moderator - Kathy Gold, Capacity Building Workgroup Chair - Ann Forburger, Quality Workgroup Chair- Lilia Mayers, Education and Empowerment Workgroup Chair- Debbie Sauve, Access Workgroup Chair - Linda Pearce

**Council Members Present or on Conference call:** Terry Saunders (UVA), Tia Campbell(VA Dept. of Education), Mike Barrett (Accu-Chek), Ouita Davis (Kroger), Kathy Hosig (VA Tech VA Cooperative Extension), Susan De Abate (Bon Secours/EVADE), Julie Pierantoni (Rockingham Memorial Hospital), Katie Stahl (Carilion Clinic), Gwinn S. Firing (Carilion Clinic), Colleen V. Darling(Bland County Medical Clinic), Joyce E. Scott (Centra Health Inc), Anne Cannon (Novo Nordisk), Joyce Green-Pastors, (UVA), Holly Tiller and Karen Burress (VDH), Kathy Gardner, Karen Burrows, Leanne Britt (Martinsville Coalition, DeMaris Johnson (Southside Regional Medical Center), Kathy Reily, (Capitol ADE), Joe Ogden (Sanofi-Aventis)

Agenda	Discussion	Action/Follow-up	Responsibilities
Welcome and Introductions			
Treasurer's Report	VDC Total Account Balance: \$9480.82		Kathy
Announcements	Frank Gross an active member of the VDC since its inception passed away in December from the complications of diabetes.	Sympathy card has been sent to his family.	
Virginia Diabetes Plan 2008-2017	The Plan is now completed and available in print due to the generosity of Pfizer who donated \$5000 to cover the cost of printing, DRWF who donated \$2500 for the graphic designer and \$2000 from the Diabetes Project at VDH.	The PDF version will be emailed to all members of the VDC list serve with an inquiry form. Hard copies are available for all members of the VDC and those involved in the development of the plan.	Sara Council Members

<p>Virginia Diabetes Council Website</p>	<p>The VDC website is being updated (<a href="http://www.virginiadiabetes.org">www.virginiadiabetes.org</a>) The website will match the look of the new Virginia Diabetes Plan and should be up by April 2008. Features that will be included in the website will be a calendar, a page for each of the 8 Strategic Initiatives, a downloadable printable copy of the Plan, resources produced by the VDC, etc. The VDC member list will be updated to reflect what is in the Plan.</p>	<p>Discussion regarding the website: member organizations will be listed on the website and links to their website will be placed on the website. We will include organization name only not any individuals. Request by Quality workgroup to consider tracking DSME programs throughout the state; develop a template to track activities. The site will also contain a section to submit and view a success stories from partners. Educational resource list will need to be built. Consider a member only section Consider if members may edit there individual profiles Ann will discuss with website designer</p>	<p>Ann Forburger  Council Members</p>
<p>Administrative Assistant Position</p>	<p>Kathy announced that Sara has reduced her hours and there is a need for some volunteers to manage some specific needs – list serve, membership, website updates, plan meetings.</p>	<p>Terry Saunders offered assistance from UVA Administrative Assistant. Advocacy Workgroup is seeking members.</p>	<p>Terry Saunders</p>
<p>Nominations of Officers/ Steering Committee</p>	<p>The Steering Committee has been appointed: Chair – open -- Kathy Gold (until June 2008) Chair Elect – open Treasurer – open Work group chairs: Capacity Building -Ann Forburger Surveillance and Evaluation - open Prevention - Debi Hartz Education and Empowerment – Debbie Sauve and Nancy Pribble Access to Care – Linda Pearce</p>	<p>The position of Chair, Chair- elect and Treasurer will need to be filled by the June meeting. We are actively seeking individuals who are interested in these leadership positions. Chair and Chair-elect - the commitment will involve an hour conference call monthly and coordinate the 4 meetings a year. Assist</p>	

	<p>Quality of Care – Lilia Mayer  Research – open  Advocacy – Emma Eggleston  Marketing – Christine Kelly and Jennifer Igo</p>	<p>work group chairs in moving their initiatives forward and supervise the administrative assistant.  Treasurer – an hour conference call monthly. Develop a budget for 2008-2009. Administer funds, track expenditures and pay bills as needed.  Work group chairs – an hour conference call monthly for the Steering committee and communication with members of the workgroup as set up and scheduled by workgroup.</p>	<p>Council</p>
<p>Inquiry Forms</p>	<p>Inquiry Forms need to be submitted by all VDC members</p>	<p>Now that the plan is complete and available, the Steering committee is requesting all members read the plan carefully, noting how their organization may best contribute to the plan. We are also requesting that all members sign up to be on the workgroup that best suites their area of expertise. If your organization is engaged in multiple objectives listed in the plan please provide us with that information so we are able to engage you in moving our initiatives forward. Please complete the inquiry forms and return to Sara Cunningham at <a href="mailto:adm@virginiadiabetes.org">adm@virginiadiabetes.org</a></p>	
<p>Status report of workgroups</p>	<p>Capacity Building -Ann Forburger  Surveillance and Evaluation - open  Prevention - Debi Hartz</p>	<p>Reviewed goals and objectives of Ann Forburger:</p>	

	<p>Education and Empowerment – Debbie Sauve and Nancy Pribble  Access to Care – Linda Pearce  Quality of Care – Lilia Mayer  Research – open  Advocacy – Emma Eggleston  Marketing – Christine Kelly and Jennifer Igo</p>	<p>Capacity Building – website being revised, meeting sites have been rotated, request need for volunteers to be in this workgroup to assist with strategic planning, resource development, website updates. Also requested donation as a 501c3 non-profit organization.</p> <p>Debbie Sauve:  Education and Empowerment –  Establishing a committee to develop a 2 page action plan for schools to use throughout the state for children with type 1 diabetes.</p> <p>Linda Pearce:  Access to Care has established a committee with members from each of the VA area codes. Have identified all the recognized diabetes education programs throughout the state and identified areas of the state that have no recognized programs – south and western part of the state and the eastern shore.  Although there are no recognized programs in parts of the state there is some form of diabetes education and support groups in existence.  In the process of identifying possible ways of promoting recognized programs and mentoring of diabetes educators throughout the state.</p>	
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<p>Plans for the year</p>	<p>Gestational Diabetes Program to be held May 17 at the INOVA Physician Bldg on Gallows Road, Fairfax VA  This will be a CEU program and brochures when available will be sent to all members.  This is a major fundraising event for the</p>	<p>Emma Eggleston:  Advocacy workgroup has sent out an email requesting VDC members to join this committee. Their initial goals are to 1) develop and disseminate for review diabetes-related agendas and 2) plan the introduction of the VDC and its goals to the VA General Assembly during 2008. A legislative training session provided by the VA Dietetic Association was attended by members of this committee – a legislative primer will be assembled for group members.  It was decided that General Assembly members would be a priority group to receive a hard copy of the plan but that hard copies would be delivered in person to ensure the member would be thoroughly appraised of the goals of the Council and the Plan.  We are actively seeking anyone who has a personal connection with any members of the General Assembly to work as an advocate on the VDC's behalf.</p> <p>For more information and brochures please contact Sherry deMilt at <a href="mailto:gdm@virginiadiabetes.org">gdm@virginiadiabetes.org</a>  This is an email address dealing specifically with the conference.</p>	
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<p>Meeting Dates</p> <p><b><u>Next Meeting:</u></b></p> <p>June 6, 2008 10 am – 2 pm</p>	<p>VDC and we ask that all members assist us with publicizing this event.</p> <p>May 1 – DOH Coalition Building Workshop (information will be sent when available)</p> <p>June 6, 2008 10am – 2pm Richmond location to be determined</p> <p>September 5, 2008</p> <p>December 5, 2008</p>	<p>It was requested that the meeting be scheduled earlier in the day.</p>	
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