

**CAB Conference Call
December 17, 2009
12:00 EST
Meeting Minutes**

Participants:

Edwin	San Juan
Gail	Texas Children's Hospital
Jennifer	University of Colorado
Joseph	University of Florida Health Sciences Center
Lennie	St. Jude
Linda	St. Jude
Marianna	University of California - San Diego
Marilyn	Bronx
Mercy	Westat
Sharan	University of Alabama - Birmingham
Sushma	Westat
Theresa	Texas Children's Hospital
Rosia	Westat

- **MEETING MINUTES**

The group approved the minutes for November 19, 2009.

- **WELCOME NEW CAB MEMBERS**

The team welcomed **Rosia Warner**. Rosia is the new CAB liaison from Westat.

- **ATN - SUSHMA**

Sushma spoke to the CAB about the Adolescent Trials Network (ATN). Sushma is the Project Manager for ATN at Westat. Within ATN, there have been over 100 studies. Most studies are short-term or pilot studies. The ATN studies consist of HIV-infected or at-risk youth. They are males and females who are 12-24 years old.

Sushma described the HIV/AIDS studies for ATN. There are many types of studies. For example, there are community, prevention, focus group, and behavioral studies. Sushma described a behavioral study that is looking for ways to adhere to antiretroviral medication with computers. ATN also conducts therapeutic studies. Vaccine immunogenicity and vaccine safety are some examples of therapeutic studies conducted by ATN.

Each ATN site has a Community Advisory Board (CAB). There is one Central CAB Coordinator in DC who manages all clinical site CABs. A staff member at each site is responsible for organizing CAB activities. The CAB members review studies, surveys, and consent forms. The CAB provides input. There have been proposed protocols that were not accepted by the CAB. Based on the CAB feedback, issues are addressed and questions are

modified. For example, the CAB did not like a computer-assisted interview voice. The CAB said it sounded like a "squawky cartoon character." Now, the participants are provided with voice options for their computer-assisted interviews.

The ATN has an Executive Committee (EC) that manages the progress of the study. EC provides oversight to the clinical sites. EC also approves policies and procedures. Adolescent Medicine Leadership Group (AMLG) is also a part of ATN. AMLG sets the agenda for the network and identifies priority areas for the study.

The Coordinating Center for ATN is at the University of Alabama, in Birmingham. The center provides support for sites across the country. Westat is the Data Operations Center. Westat receives data from all clinical sites and then processes the data.

- **CAB ACTIVITIES – CAB COOKBOOK**

The group was in favor of creating a CAB cookbook. Please send recipes and photos to rosiawarner@westat.com

- **CAB NEWSLETTER**

The December Newsletter was completed and sent to CAB representatives. Samantha, the CAB Chair, was featured in the newsletter. If you are interested in writing for the next newsletter, please email Rosia Warner.

- **Updating Contact Information**

The CAB is updating the email distribution list at FSTRF. Rosia asked that members email her at rosiawarner@westat.com with their first name and email address.

- **ADDITIONAL ITEMS**

Doreen Collins from IMPAACT will speak to the CAB in January.

NOTE: the next CAB call will be on Thursday, January 28, 2009 at 12:00 pm EST