

**CAB Conference Call  
November 21, 2013  
12:00 EST  
Meeting Minutes**

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**Participants:**

<b>Cate</b>	Bronx-Lebanon Hospital Center
<b>Claire</b>	Harvard
<b>DeAngelo</b>	University of Florida, Jacksonville
<b>Jennifer</b>	University of Colorado, Denver
<b>Jon</b>	FSTRF
<b>Julie</b>	Westat
<b>Kim</b>	Texas Children's Hospital
<b>Marilyn</b>	Bronx-Lebanon Hospital Center
<b>Megan</b>	Westat
<b>Theresa</b>	Texas Children's Hospital
<b>Veronica</b>	University of California, San Diego
<b>Yuri</b>	University of Miami

• **APPROVAL OF MINUTES**

The minutes from the October 31, 2013 call were approved with no changes.

• **HEALTH EDUCATION AND COMMUNICATE COMMITTEE (HECC)**

Claire talked about the Health Education and Communication Committee (HECC). Claire talked about having a story line conference call. The story line is a way for CAB members to hear and tell stories. CAB members decided to hold a story line conference call. Claire will send out an email to schedule the story line conference call.

Claire talked about the Young Adult CAB (YACAB). The YACAB meets every month by conference call. Last month, YACAB members gave feedback about the developing PHACS young adult website.

Claire talked about the disclosure resource. Many CAB members have been working on a team to develop the disclosure resource. The resource will be available online and in print. Two PHACS interns will be working with the disclosure resource team. One intern, Lauren, will be helping create coloring pages for the resource. Lauren is a graphic designer and illustrator. Lauren will be working with the disclosure resource team to get feedback about the coloring pages. Claire encouraged CAB members to share their disclosure stories for the disclosure resource.

**Action Item: Claire will send out an email to CAB members to schedule the story line conference call.**

• **PHACS CAB EVALUATION SURVEY RESULTS**

Megan talked about the PHACS CAB Evaluation Survey results. There were 5 responses. Some suggested topics for upcoming calls are:

- The newsletter;
- Biomedical preventions for HIV;
- MTN 017 study;
- Phase I HIV vaccine trial in Canada;

- Cross-network collaboration;
- Life insurance for HIV-positive people; and
- How to have a stronger group of CAB members.

- **PHACS CAB NEWSLETTER, DECEMBER 2013 EDITION**

Megan talked about the PHACS CAB Newsletter, December 2013 Edition. The theme for the newsletter is "Adolescents and Young Adults in PHACS." Submissions are due by December 6, 2013. Megan sent out seasonal coloring pages for CAB kids. There will be an article about the CAB Retreat and Network Meeting. CAB meeting attendees may submit quotes about the retreat and meeting for the newsletter. Megan encouraged the CAB to submit anonymous personal testimonials about Adolescents and Young Adults in PHACS.

- **ROUNDTABLE DISCUSSION – SITE CABS**

Megan introduced the roundtable discussion series. Many CAB members have expressed interest in having more interactive and personal discussions during CAB calls. The roundtable discussions will focus on one topic. Megan will send out a series of questions for the discussion before the call. The questions will be used to start the talk. All CAB members are welcome to share or just listen during the roundtable discussions. Discussions will focus on topics that were suggested by CAB members through the PHACS CAB Evaluation survey. Roundtable discussions will be for CAB members only. Minutes will not be taken during roundtable discussions.

CAB members shared about local site CAB activities.

**NOTE: The next CAB call will be on Thursday, December 19, 2013 at 12:00 pm EST.**