

**CAB Conference Call
June 27, 2019
12:00 EST
Meeting Minutes**

Participants:

Andrea	Jacobi Medical Center
Carol	Bronx-Lebanon Hospital Center
Claire	Harvard University
Exzavia	Children's Diagnostic and Treatment Center
Fallon	University of Colorado, Denver
Gena	University of Miami
Joel	University of Puerto Rico
Juanita	Tulane University
Julie	Westat
Kamil	San Juan Hospital
Kimbrae	Texas Children's Hospital
Latonia	University of Illinois, Chicago
Laurie	FSTRF
Lesley	Texas Children's Hospital
Megan	Westat
Morten	Bronx-Lebanon Hospital Center
Raiko	University of Colorado, Denver
Shannon	University of Alabama, Birmingham
Sharry	University of Southern California
Stephanie M.	University of California, San Diego
Stephanie S.	University of Miami
Theresa	Texas Children's Hospital
Tracy	University of Illinois, Chicago
Trinise	Tulane University

• **APPROVAL OF MINUTES**

The minutes from the May 23, 2019 call were approved with no changes.

• **GROUND RULES CHECK IN**

Megan reviewed the ground rules. The CAB ground rules include:

- Respect each other's time - limit responses to less than a couple minutes at a time;
- Make sure everyone has a voice -let everyone get a chance to speak;
- Confidentiality – what is said on the call stays on the call;
- Questions are always welcome at the appropriate time;
- Respect each other's opinions; and
- Mute the phone when not speaking.

• **PHACS CAB EVALUATION SURVEY REVIEW**

Megan reviewed the May PHACS CAB Evaluation Survey. There were six responses.

Several CAB members asked about the 2019 Fall CAB Retreat and Network Meeting through the survey. The 2019 Fall CAB Retreat and Network Meeting will take place at the Bethesda Hyatt Regency in Bethesda, Maryland. The CAB Retreat is scheduled for September 18, 2019. The Fall Network Meeting is scheduled for September 19-20, 2019. CAB attendees will arrive on September 17, 2019 and depart after the meeting on September 20, 2019. CAB members must have attended 70% of monthly CAB calls to be eligible to be invited to the retreat/meeting. This means CAB members must have attended seven calls from September 2018 through June 2019. Invitations will be sent in July.

Megan talked about planning for the CAB Retreat. The CAB will start retreat planning on the next CAB call. PHACS Leadership may attend part of the CAB Retreat. **Megan** encouraged the CAB to think about what the PHACS Leadership could present during the retreat and/or what the CAB could present to PHACS Leadership during the retreat. The CAB will talk about ideas during the next CAB call.

• PHACS CAB NEWSLETTER, JULY 2019 EDITION

Stephanie talked about the PHACS CAB Newsletter, July 2019 Edition. The newsletter will follow a theme of resilience. CAB members are encouraged to submit articles for the newsletter. **Stephanie** asked the CAB about what resilience means to them.

Morten talked about resilience. Resilience is the ability to bounce back. Many caregivers are resilient. This is because of what caregivers go through in caring for others. It takes resilience to understand your situation and bounce back.

Latonia talked about resilience. Resilience is something people can find in themselves through support in others. It helps to take it day by day.

Sharry talked about resilience. Resilience is strength that a person did not realize they had. Typically, once someone realizes they have that strength, they're already using it. Having the right people around you, who understand your struggle, is one way of realizing your strength.

Exzavia talked about resilience. It is about overcoming struggles, such as drug addiction, and being able to come out of it even better. It means to come out of a difficult situation and advocate for others who are struggling. Resilience is possible with faith, support systems, and guidance. People have to have determination to succeed.

Kamil talked about resilience. Resilience is the inner force inside a person. It's a term that acknowledges people's strength to overcome adversity on a personal level. However, it can be helpful to know that the resilience people have individually can become soured if they don't work together to transform other aspects of life on a public level. People need to remember to work together to make change in social matters that impact everyone.

Carol talked about her own personal resilience. It can take a long time to open up to people.

• APPROVED CAPSULES LIST REVIEW

Megan reviewed the June 2019 approved capsules list. A capsule is a short description of a proposed study. The capsules list includes capsules from the Working Groups (WGs) that have been approved by the WGs but not yet been published in scientific journals.

The CAB identified several capsules of interest to the community. **Megan** will reach out to the WGs and capsule authors. The CAB will talk about ways to review capsules on the next CAB call.

NOTE: The next CAB call will be on Thursday, July 25, 2019 at 12:00 pm EST.