

**CAB Conference Call
January 27, 2022
12:00 ET
Meeting Minutes**

Participants:

Andrea	Jacobi Medical Center
Carol	Bronx-Lebanon Hospital Center
Claire	Harvard T.H. Chan School of Public Health
Eduardo	Harvard T.H. Chan School of Public Health
Falon	University of Colorado, Denver
Gena	University of Miami
Julie H.	University of Alabama, Birmingham
Karim	Westat
Kim	Texas Children's Hospital
Kylie	Texas Children's Hospital
Lesley	Texas Children's Hospital
Liz	Harvard T.H. Chan School of Public Health
Mandy	Harvard T.H. Chan School of Public Health
Marianna	FSTRF
Megan	Westat
Raiko	University of Colorado, Denver
Rosalva	San Juan Hospital Center
Sharon	Harvard T.H. Chan School of Public Health
Vanessa	Harvard T.H. Chan School of Public Health
Veronica	University of California, San Diego

• **APPROVAL OF MINUTES**

The minutes from the December call were approved with no changes.

• **UPCOMING MEETINGS**

Megan mentioned that the Spring 2022 PHACS Meeting will be virtual. It will be held in May. Leadership is considering changing the dates. The CAB retreat is on hold. **Megan** reminded the group that although this meeting will be virtual, proof of vaccination will still be required for the next in-person meeting.

• **SPACES FOR SELF-CARE**

Megan explained that CAB members recommended that a space for self-care be included in the monthly CAB call agenda. The self-care activity should take about 5-10 minutes. She encouraged CAB members to share an activity with the group. **Liz** volunteered to help with planning an activity for a future meeting. **Eduardo** may also help facilitate ideas for the activities.

Ideas for future self-care activities included the following:

- Breathing exercises
- Stretches
- Sharing recipes
- Draw coloring sheets together

- Paint a portion of a canvas and put it together remotely

Megan encouraged CAB members to volunteer to lead self-care activities on future calls.

• PHACS CAB NEWSLETTER, JANUARY 2022 EDITION

Megan reminded the CAB that the theme for the newsletter is “Feeding the Whole Body”. It will be released next week. She thanked CAB and staff members who contributed to the newsletter.

• PHACS CAB RECRUITMENT

Megan mentioned that during the CAB retreat, CAB members recommended focusing on recruiting new members. **Megan** explained that since a new version of the SMARTT protocol (version 6.0) is underway, it is a good time to think about recruitment. The new protocol will include more focus on children up to age 5. It may be beneficial to the CAB to recruit new members with younger children. There are not currently many CAB members with younger children. **Kim** suggested to target moms and caregivers who are newly diagnosed.

Ideas on how to recruit new CAB members included the following:

- **Raiko** suggested to start recruiting at the local CAB level
- It may be helpful to develop materials for recruiting
 - **Lesley** suggested promotional brochures/flyers with topics that are discussed in the CAB meetings
 - **Kim** mentioned that it is important to take into consideration who is recruiting. Some caregivers may be more comfortable being recruited by site staff members.
 - **Carol** suggested involving site staff because participants could be more comfortable talking with them
 - Create a tips and guidance document for local community members and site staff.
- Emphasize in the connection of the group
- Reinforce that everything will be kept confidential
 - **Gena** mentioned that she is noticing people are afraid of talking about their diagnosis. She is noticing more stigma. It is really important to emphasize confidentiality.
- CAB members could be advocates behind the scenes. It’s important to remember that some people may be more comfortable with joining the PHACS CAB than their local CAB. This is because they can attend PHACS CAB meetings privately via Zoom.
- **Kim** suggested inviting potential members to CAB meetings. Participation in a CAB meeting will allow them to decide if they are interested in joining.

• HECC UPDATES

Claire and **Mandy** provided the HECC updates including the following

- The HECC recently reviewed a capsule, concept sheet, and grant proposal
- The HECC is in the process of choosing publications from 2021 to feature as designed research summaries. It will require input from the CAB members once the publications have been selected.
- **Dr. Peter Torre** asked the HECC for help making an acronym for a grant on a hearing research
- The HECC continues to work with the Maternal Stress Supplement Team on COVID-19 and structural racism

- They provided feedback on the quantitative survey
 - The HECC has been working with Task Force (TF) members and PHACS staff in the development of a PHACS definition of "structural racism"
- PHACS website
 - Working Group and Task Force icons were created and uploaded on the PHACS website
 - Website banners are currently being redesigned
- 40th anniversary website
 - The HECC is working on creating a website platform that will host creative submissions from HECC initiatives
 - This will also be a resource for new members to help them understand the PHACS network
- HOPE logo
 - Final draft will be presented in the HOPE protocol team meeting tomorrow (1/28/2022)
- Next HEC Committee meeting - February 3, 2022 at 1:00 PM ET. All CAB members are invited to attend.

NOTE: The next CAB call will be February 24, 2022 at 12:00 PM ET.