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TWIN CITIES

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*H. Blackburn*

July 25, 1986

MINUTES OF THE MHHP EXECUTIVE BOARD MEETING

July 18, 1986

*MM  
making  
plan*

Present: M. Mittelmark, D. Jacobs, P. Pirie, D. Surbey

*Good*

1. M. Mittelmark proposed that the education units present updates to the Board beginning in the fall of this year. It was agreed that the updates will begin late September, after R. Luepker's return, and that they will supercede the last half-hour of the Board meeting. Members of the Health Program Working Group will be invited to attend these half-hour presentations. Shelly Heck will develop a schedule.
2. D. Jacobs reported on progress in developing analyses for the Scientific Advisory Board meeting in September. The format and content of the data presentation was reviewed and recommendations were made for modification. It was agreed that M. Mittelmark will be responsible for making the data presentation related to progress toward education goals, based on the Event Register data, and that Phyllis Pirie will make a data presentation on the status of awareness and participation based on program evaluation data.
3. D. Surbey reported that he had discussed the HHC Cohort Study budget with J. Slater, that the budget was as had been expected (approximately \$50,000) and that the HHC Cohort Study could proceed. P. Pirie commented that she had coordinated with J. Slater about the education evaluation portion of the study.
4. P. Pirie reported on the Bloomington Health Department smoking project that is being coordinated by Rise Arkin. The project was under-funded for data management and has requested help from MHHP. We agree to arrange for up to \$2000 in processing help (D. Surbey will coordinate this). As a matter of policy, it was established that Data Center cannot do "service work" for outside organizations and so will not directly take on this extra workload. The Bloomington Health Department Smoking Project will need to find another center for these data processing needs.
5. M. Mittelmark advised the Board that Dr. Michael White had communicated with Jackie Admire about the possibility of CCCDS involvement in testing cholesterol PSA's for NHLBI. This was tabled pending H. Blackburn's return and should be put on the agenda for mid-August (in the interim, M. Mittelmark has discussed this with T. Lasater, per H. Blackburn's suggestion). From that conversation, it is not clear that CCCDS involvement is appropriate).

6. M. Sprafka joined the Board meeting to discuss possible forms revision and additions for upcoming surveys. Numerous additions and changes were discussed by D. Jacobs, including the possibility of replacing the Food Change Questionnaire, adding questions related to cancer endpoints and other modifications. It was agreed that the practical consequences of form changes, including cost, have not been considered sufficiently and that a decision to make modifications cannot be made until all factors have been considered. D. Jacobs expressed an intention to continue developing the new forms with the idea that they will be ready if the Board approves the changes after more detailed information has been presented.
7. It was agreed that a subcommittee of the Board will meet at the regular Board meeting time next week to continue the discussion of possible forms revisions (M. Mittelmark, D. Jacobs, M. Sprafka) and that another subcommittee will continue to review plans for the data presentation to the Scientific Advisory Board (M. Mittelmark, D. Jacobs, P. Hannan).

Submitted by M. Mittelmark,

