

Newborn Screening Emergency Regulations Advisory Group Meeting
Tuesday, April 12, 2005
1:30 – 3:30 PM
VDH 5th Floor Conference Room (Environmental Health)

MINUTES

Present:	Wanda Andrews, Lynette Bartlett, Joanne Boise, Nancy Bullock, Nancy Ford, Susan Tlusty, Sharon Williams,
Absent	Jean Radcliffe-Shipman
Recorder	Nancy Ford

Agenda	Name	Notes / Plan
1. Welcome A. Review of Agenda B. Approved of 4/5/05 Minutes	Nancy F	A. No changes. B. Approved as written.
2. Emergency Regulations Work Group Time Line (created 4/5/05)	Nancy F	No questions.
3. Emergency Regulations Text A. Text Draft 1: Complete Review. B. Outline (revised 4/6/05): Complete assignments. <i>(emailed 4/6/05)</i> C. Review Testing Laboratory Section(s)	A. Nancy F B. Nancy F C. Willie	A. Completed Review. Plan: <input type="checkbox"/> Everyone will email assigned sections to Nancy F. by 4/15/05 or will bring hard copies to next meeting. <input type="checkbox"/> Nancy F. will collate into Draft 2 and send to work group. B. Completed. Plan: <input type="checkbox"/> Nancy F. will send revised outline to work group.
4. Standing Items: Updates A. Stakeholders List (revised 4/5/05) <i>(emailed 4/6/05)</i> B. Proposed Timeline for VNSS Regulations (3/21/05) C. Implementation Work Group D. July Board of Health meeting.	A. Nancy F B. Susan C. Sharon, Willie D. Nancy F	A. Added Nancy Hofheimer, Director, Center for Quality Health Care Services & Consumer Protection. Plan: <input type="checkbox"/> Nancy F. will send revised list to work group. B. No changes. C. No updates since last meeting. Continue to work on Fact Sheets and Newborn Screening Fact Booklet. D. Dr. Suttle will conduct presentation.
5. Guidance Documents A. Definition <i>(See definition, emailed 3/31/05)</i> B. Newborn Screening Fact Booklet C. Protocols: What are needed? <i>(See Hearing Adm. Code and Protocols, emailed 3/31/05.)</i> D. VDH-DCLS Joint Operating Procedures	A. Susan B. Lynette C. Nancy F D. Joanne	A. No discussion. B. Will include flow chart but not fact sheets. C. Sharon and Lynette completed their review of Hearing Protocols and developed the following recommendations: (1) modify VNSS Fact Book with essentials, due to time limits, (2) change title to “VNSS Guidance Document,” and (3) after Emerg Regs are completed, consider modifying VNSS Guidance Doc. to protocol format.

		D. Change to “Memorandum of Agreement.”
<p>6. Future Meetings</p> <p>A. Monday, April 18, 1:30 – 3:30 7th Fl. Conf. Rm. (Family Health Services)</p> <p>B. Thursday, April 28, 1:30 – 3:30 8th Fl. Conf. Rm. (Child & Adolescent Health).</p> <p>C. Tuesday, May 3, 1:30 – 3:30, 12th Floor Conference Room 1214 (Office of Purchasing & General Services)</p> <p>D. Tuesday, June 7, 1:30 – 3:30, 12th Floor Conference Room 1214 (Office of Purchasing & General Services)</p>	Nancy F	<p>Next Meeting:</p> <ul style="list-style-type: none"> • Date: Monday, April 18 • Time: 1:30 – 3:30 • Location: 7th Fl. Conf. Rm. (Family Health Services). • Focus: Complete review of items for Draft 2.