

Newborn Screening Emergency Regulations Advisory Group Meeting
Thursday, June 7, 2005
1:30 – 3:30 PM
VDH 12th Floor Conference Room (Purchasing & General Services)

MINUTES

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

Agenda	Name	Notes / Plan
1. Welcome A. Review of Agenda B. Approved of 4/28/05 Minutes	N. Ford	A. No modifications. B. Approved as written.
2. Emergency Regulations Text A. Review Interested Parties comments on Draft 5 and review Draft 6, which incorporates interested parties' comments. B. Review Draft Outline (revised 4/12/05).	A. All B. N. Ford	A. Completed review of Interested Parties' comments, which N. Ford e-mailed to members 5/26/05. Completed review of Draft 6. Members made some modifications to Draft 6. Plan: <ul style="list-style-type: none"> • N. Ford will prepare Draft 7 Emergency Regulations and send to members by 6/3/05 for final review before sending to VDH management for approval. • Members will review Draft 7 and return comments to N. Ford by COB 6/10/05. • N. Ford will incorporate members' edits into Draft 8 and send to Dr. Suttle through J. Boise by 6/15/05. After Dr. Suttle approves, final draft will be sent to Dr. Stroube. B. Not reviewed because is now obsolete.
3. Standing Items: Updates A. Emergency Regulations Work Group Time Line (created 4/5/05) B. Proposed Timeline for VNSS Regulations (3/21/05) C. Implementation Work Group, including VNSS Guidance Doc. D. July Board of Health meeting.	A. N. Ford B. N. Ford C. S. Williams D. N. Ford E. J. Boise	A. Minor modifications made. Plan: <ul style="list-style-type: none"> • N. Ford will prepared revised version and send to members. B. On schedule. C. On schedule. Next meeting is 6/8/05. D. J. Boise is seeking clarification from Dr. Suttle on who should attend. Plan: <ul style="list-style-type: none"> • Members will hold BOH meeting dates (7/21-22/05) on calendar until receive confirmation of attendees.

<p>4. Agency Statement (Forms) A. TH-05 and NOIRA B. Memo to BOH</p>	<p>N. Ford</p>	<p>A. Draft 2 TH-05, which was prepared by S. Tlusty, needs to be updated. Plan:</p> <ul style="list-style-type: none"> • N. Ford will send prepare Draft 3 TH-05 and send to members by 6/3/05 for final review before sending to VDH management for approval. • Members will review Draft 3 TH-05 and return comments to N. Ford by COB 6/10/05. • N. Ford will incorporate members' edits into Draft 4 and send to Dr. Suttle through J. Boise by 6/15/05. After Dr. Suttle approves, final draft will be sent to Dr. Stroube. <p>B. Draft 1 BOH Memo, which was prepared by S. Tlusty, needs to be updated. Plan:</p> <ul style="list-style-type: none"> • N. Ford will prepare Draft 2 BOH Memo and send to members by 6/3/05 for final review before sending to VDH management for approval. • Members will review Draft 2 BOH Memo and return comments to N. Ford by COB 6/10/05. • N. Ford will incorporate members' edits into Draft 3. • N. Ford will send Draft 3 to Dr. Suttle through J. Boise by 6/15/05. After Dr. Suttle approves, final draft will be sent to Dr. Stroube.
<p>5. New Business</p>	<p>All</p>	<p>None</p>
<p>6. Future Meetings</p>	<p>N. Ford</p>	<p>Next Meeting: Unless a sooner meeting is required, the next meeting will be:</p> <ul style="list-style-type: none"> • Date: December 14, 2004 • Time: 1:30 p.m. – 4 p.m. • Location: VDH, 7th Floor OFHS Conference Room.