

**Diabetes Partners in Action Coalition
Training and Education Workgroup/Committee Meeting
Minutes 6/23/09**

Chair: Gloria Palmisano

Attendees: (Phone conf) Dawn Crane, Jamel Foster, Don Iacobellis, Gloria Palmisano, Cary Pianin, Kelli Pickett, Eileen Mikas, Susan Deming, Susanna Robinson, Chris Juday, Kim Walsh

Meeting commenced—10:00am

Topic:	Discussion:	Time Frame:	Person(s) Responsible:
Identify recorder:	<ul style="list-style-type: none"> Susan Deming volunteered 		Dawn Crane
Introductions:	<ul style="list-style-type: none"> Gloria introduced all attendees. 		All Gloria Palmisano
Approval of Minutes:	<ul style="list-style-type: none"> Minutes approved from 4/27/09 		
Selected Materials Dissemination	<ul style="list-style-type: none"> Diabetes and Oral Health Brochure: Will need to go in for State approval Discussion on “blood glucose-blood sugar”; decided to keep blood glucose but put “sugar” in () after. 	As soon as possible Mid September for dissemination	Susan

	<ul style="list-style-type: none"> • Susan to define fungal infections in “Oral Health Symptoms of Diabetes” section • Change last point in “How to Keep My Teeth and Gums Healthy?” section to read “If you do not have teeth or wear a denture or partial, report to your dentist or physician any changes in your gum tissue” • Will disseminate this brochure, plus “Keep Your Teeth and Gums Healthy” by NIDDK and “Diabetes Dental Tips” by NIDCR • Susan to send link to ordering information to all in workgroup. Each person can try and order as many copies as allowed. • Susan can store in Oral Health program office while waiting dissemination • Once brochure is ready for distribution get links to all publications on Oral Health and Diabetes websites. • Have 2 draft versions of a cover letter that Dawn has. One to Doctors and one to Health Providers. • It was suggested to include a short, ready to print, newsletter article in the cover letter for people to share. • Dawn will revise cover letter and send to all for comments 	<p>By last week in June</p> <p>Mid Sept.</p> <p>End of this week</p> <p>By Mid Sept.</p> <p>As soon as possible</p>	<p>Susan</p> <p>All</p> <p>Susan</p> <p>Susan, Dawn, Kim</p> <p>Dawn</p>
Dissemination Options:	<ul style="list-style-type: none"> • Working with Communications Workgroup for list 		

	<ul style="list-style-type: none"> • Some suggestions: • Pharmacies, Universities, Dental and Dental Hygiene Assoc, Nurses Assoc, Foundation groups such as, Nat'l Kidney Foundation, MODE, Latino Nurses Assoc • Susan could set up display at DPAC conference Oct 5 and at MODE conference Oct 16 to disseminate materials • Cary suggested putting something in their quarterly newsletter; will check to see if he can get person to write something up. • Linkages of websites will be greatest resource to disseminate 		<p>Susan</p> <p>Cary</p>
<p>Evaluation of Dissemination:</p>	<ul style="list-style-type: none"> • Website tracking; Diabetes and Oral Health programs will look into this • Keep track of distribution and how many contacts made • Dawn offered to keep a running tally of contacts made, materials distributed, how many distributed, dates distributed, and persons materials went to. • How to get feedback from providers? • Follow up via e-mail to all who got information; also could be reminder to use materials. • Survey Monkey may be option • What do we want to know? • Was the material useful? • Did you distribute the materials to 		<p>Kim, Susan</p>

Next Meeting:	<ul style="list-style-type: none">• July 21, 2009 10-11 am• Dawn will send out conference call information.• Topics: Discuss evaluation component and Road to Health toolkit materials	5 minutes	Dawn
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Meeting adjourned—11:00am

Respectfully submitted by Susan Deming 6-23-09