

ATTC NETWORK DIRECTORS MEETING
November 5 & 6, 2009
Crowne Plaza Hotel, Kansas City, MO

Attendees:

Steve Gumbley
Tiffany Kilpatrick
Lionnetta Albright
Nancy Roget
Jan Wrolstad
Pat Stilen
Dick Spence
Mike Shafer
Tom Freese
Miguel Cruz
Ibis Carrion
Paula Horvatich
Laurie Krom
Phil Orrick (Meeting Leader)
Donna Doolin
Cathy Nugent

Jim Aiello
Michael Flaherty
Aaron Williams
Tom Durham
Steve Gallon
Denna Vandersloot
Pam Waters
Wanda Rodriguez
Anne Helene Skinstad
Dawn Tyus
Erin Fridley (Note-taker)

Day 1 Guests

Jeff Knudsen, National Evaluation Team
Roy Gabriel, National Evaluation Team
Richard Finkbiner, National Evaluation Team

Day One

8:30 – 8:45 a.m.

Welcome & Logistics

Laurie Krom, Director, ATTC National Office

Phil Orrick, Meeting Leader, Co-Director, Gulf Coast ATTC

Laurie Krom, Director, ATTC National Office, thanked everyone for their attendance and opened the meeting. Ms. Krom reviewed the agenda, discussed logistics, and asked participants to complete GPRA forms.

Ms. Krom turned the meeting over to the Meeting Leader, Phil Orrick, Co-Director, Gulf Coast ATTC. Mr. Orrick shared his goal to keep the meeting on time and on task. Mr. Orrick then thanked the planning committee and introduced Cathy Nugent, Chief, Quality Improvement and Workforce Development Branch, Center for Substance Abuse Treatment (CSAT) and Donna Doolin, ATTC Network's newly installed Project Officer, CSAT.

8:45 – 9:15 a.m.

CSAT Update

Cathy Nugent, Chief, Quality Improvement and Workforce Development Branch, Center for Substance Abuse Treatment (CSAT)

Donna Doolin, Public Health Advisor, Quality Improvement and Workforce Development Branch, CSAT

Ms. Nugent began by thanking everyone for their warm wishes and thoughtful words as she hands the day-to-day oversight of the ATTC Network project over to Ms. Doolin. Ms. Nugent, along with Ms. Doolin, then proceeded with sharing important updates and news from the Substance Abuse and Mental Health Services Administration (SAMHSA)/ Center for Substance Abuse Treatment (CSAT).

See Ms. Nugent and Ms. Doolin's PowerPoint presentation for updates.

Ms. Nugent shared that planning for the 2010 Federal Training Centers Collaboration (FTCC) Conference is underway. Possible dates include the week of July 11, 2010, or July 18, 2010. The location for the Conference has yet to be determined.

With regard to the College on Problems of Drug Dependence (CPDD) Annual Meeting, which will be held in Scottsdale, AZ, in June 2010, Ms. Nugent shared that CSAT expects the ATTC Network to continue to provide support to CSAT Travel Awardees by hosting and participating in the CSAT Travel Awardees Reception, CSAT Symposium, poster session, check-in meeting and mentoring during the conference. Linda Kaplan, CSAT, will be the primary contact for any future information regarding this event.

Ms. Doolin thanked those representing the Technology Transfer Workgroup who presented the ATTC Network Technology Transfer presentation for staff at CSAT, including Dr. Westley Clark, Director, Center for Substance Abuse Treatment (CSAT). Ms. Doolin indicated that the presentation was very well received. Ms. Krom pointed out that the presentation handouts were included in Directors folders, and after making changes following feedback from CSAT, the presentation will be made available to the Network.

Following Ms. Nugent and Ms. Doolin's presentation, there was a brief discussion around information shared at the *Center for Substance Abuse Treatment (CSAT) National Conference: Strategic Planning for Providers to Improve Business Practices*, which was held in Arlington, VA, October 21-23, 2009. Several ATTC Network staff participated in the conference by leading workshops and participating in panels.

Pam Waters, Director, Southern Coast ATTC, began the discussion by highlighting the presentation given by Tom McLellan, Deputy Director, Office of National Drug Control Policy (ONCDP). Ms. Waters felt there was a need to talk about the issues highlighted in the

presentation and their implications for the ATTC Network and the field, especially the emergence of “placed-based care” and the creation of the Office of Recovery.

Ms. Nugent shared that “placed-based care” may lead to a reframing of the recovery-oriented system of care model (ROSC), which emphasizes bringing services to clients in their homes/place of residence.

Ms. Krom also shared that it was implied that Regional Centers, if asked, should instruct service providers not to purchase software for managing electronic medical records. Instead, providers were instructed to wait for an open source program that should be released soon.

ACTION ITEM: Laurie Krom, Director, National Office, will send an email to individuals from the ATTC Network who attended CSAT’s Strategic Planning for Providers to Improve Business Practices Conference to respond with their notes and thoughts from Tom McLellan’s presentation. Ms. Krom will then forward the compiled information and presentation to the Directors. Individuals who indicated they were present include: Michael Flaherty, Pam Waters, Tom Durham, Jim Aiello, Pat Stilen, Laurie Krom, Ryan Springer, Erin Fridley and Donna Doolin.

9:15 – 10:30 a.m. **Leadership Institute Developmental Year Update**
Shannon Taitt, Public Health Advisor/Partners for Recovery
Coordinator, CSAT (via conference call)
Cathy Nugent
Pam Waters, M.Ed., Director, Southern Coast ATTC

Shannon Taitt, Public Health Advisor/Partners for Recovery (PFR), along with Delora Shedrick, Project Director, and Aisha Walker, Meeting Coordinator, Westover Consultants, joined the meeting via conference call to discuss current plans and changes to the funding structure for the PFR/ATTC Leadership Institute (LI) in Year 3.

Ms. Taitt indicated that PFR is able to support up to six (6) standard LIs in Year 3. Currently, Regional Centers who have indicated they will be conducting standard LIs in 2010 include Mid-America, Mid-Atlantic, Prairielands, and Caribbean Basin & Hispanic. New England will also be conducting a LI in their region, however, they do not utilize PFR funds. For these LIs, there will be a new funding structure put in place to receive the additional \$10,000 in support for the Immersion Training. PFR will not be offering the additional \$5,000 for support of the Booster in Year 3. PFR will again contract with Graduate School/USDA to provide the normal support for the Immersion Trainings.

Ms. Shedrick provided a brief review of the newly required data-collection summary sheet, to be completed by the LI Coordinator. This form, administered after graduation, will gather basic demographic information on LI participants, including race, gender, titles, and years in the field. This new form applies only to the six traditional LIs, not to activities relating to the planning of LI2.

In addition, the updated process for applying for and obtaining the additional \$10,000 in support for the Immersion Training was also reviewed. Coordinators are required to send an introductory letter requesting funds and budget outline to Ms. Taitt with a carbon copy to Ms. Doolin. Upon approval, the LI Coordinator and Director will be notified via email and provided an event request form to complete. The event request form will be used as a planning tool to help identify logistical needs for the event. Funds will no longer be provided to Regional Centers upfront. Instead, LI Coordinators will be required to work closely with consultants from Westover to coordinate lodging, per diem, negotiation for speaker, AV, meeting space and other logistical needs for the event. Westover will then pay vendors directly.

It was stressed that Regional Centers will still have input in the selection of the site and training needs. However, Westover will initiate contact with selected sites and follow through with contracts with vendors. Due to the tight timelines involved, Regional Centers were encouraged to contact Westover as soon as dates were selected, however they need to submit their funding request to Ms. Taitt for approval prior to contacting Westover. The new data-collection form and funding procedures will be reviewed in-depth with LI Coordinators on an upcoming conference call.

Ms. Taitt provided information on the planning activities in Year 3 relating to the development of the Advanced LI (LI2). Abt Associates will be gathering data for the literature review, which will be completed prior to the initial LI2 planning meeting, tentatively scheduled for the end of January 2010. In addition, there will be two focus groups completed prior to the planning meeting. The first will take place on November 17, 2009 in Denver, CO; the second is scheduled for December 3, 2009, in Atlantic, GA. Ms. Taitt will provide a list of graduates, mentors, SSAs and provider association members invited to take part in the focus groups to Ms. Nugent, who will pass along to Directors. It is not necessary for LI Coordinators to participate in the focus groups.

The initial LI2 planning meeting will involve ATTC LI Coordinators, representatives from CSAT/PFR, and other key stakeholders. This three-day meeting will involve reviewing the information gathered from both the literature review and the focus groups as well as beginning the initial planning for the LI2 format. This meeting will then be followed by a two-day meeting to identify trainers, and complete the format development.

Pam Waters, Director, Southern Coast ATTC, reviewed the proposed budget for activities relating to the LI2 planning year. See Ms. Waters' handout. The main expense for Regional Centers relating to Year 3 LI2 development activities will be the expenses for travel and lodging

for Coordinators to attend the various meetings and activities, as these expenses will have to be fully supported by the individual Regional Centers. As such, Directors should meet with their LI Coordinators to identify which areas and activities they are interested in participating. This includes the planning meetings, as well as meetings related to the development of an evaluation methodology.

The initial three-day planning meeting is tentatively scheduled for January 20-22, 2010, with the two-day follow-up meeting to take place in February at the Abt Associate offices in Bethesda, MD. Great Lakes offered their meeting space in Chicago, IL, for the initial meeting. Gulf Coast also offered to host the meeting in Austin, TX. Directors were asked to indicate their interest in sending staff to attend the initial three-day planning meeting. It was decided that if staff attended the initial meeting, they did not have to attend the two-day follow-up meeting as well, however, they will be required to cover all travel costs associated with attending one or both of these meetings. See **Action Items** for a list of Regional Centers interested in attending.

Next, Directors were asked to indicate their interest in sending staff to take part in the meeting to develop an evaluation method for the Leadership Institute. It is anticipated that this meeting will take place in March or April 2010. Participants will include evaluators, directors, coordinators and PFR. A representative from PFR will co-chair this committee, along with the evaluator from Southern Coast ATTC. See **Action Items** for a list of Regional Centers interested in taking part in this meeting to develop an evaluation method.

After discussion, it was the recommendation of the Directors to combine the internal ATTC Network leadership development activity with the annual Network Meeting for 2010. Ms. Krom stressed that this event is scheduled for the next fiscal year, and although the National Office budgets for speakers at the event, it is a small amount and, therefore, there may be a need to share some costs if the planning committee decides to invite additional trainers. Ms. Nugent indicated she will investigate the possibility of holding over funds originally earmarked for LI activities in Year 3 to Year 4 in order to conduct the ATTC Network staff leadership development event at the ATTC Network Meeting.

The final task included in the planning activities for Year 3 is the development of a LI policy and procedures manual. PFR and Abt Associates have indicated they will take the lead on this project; however, they will look for LI Coordinators to participate in the development.

ACTION ITEM: Shannon Taitt, CSAT/Partners for Recovery, will email a list of Leadership Institute (LI) graduates invited to participate in the upcoming LI focus groups to Cathy Nugent, who will then forward to Directors.

ACTION ITEM: The following Regional Centers expressed interest in sending staff to the 3-day Leadership Institute planning meeting scheduled for January 20-22, 2010: Great Lakes, Mountain West, New England, Caribbean Basin & Hispanic, Pacific Southwest, National Office, Gulf Coast, Prairielands, Northwest Frontier, Central East, Southeast, Southern Coast and Mid-

America.

ACTION ITEM: The following Regional Centers expressed interested in sending staff to the meeting to develop the Leadership Institute Evaluation Method:

Evaluators: Southern Coast, Mountain West, Pacific Southwest, Gulf Coast, Prairielands and Mid-Atlantic

Directors: Mountain West, Pacific Southwest, Northwest Frontier and Southern Coast OR Great Lakes

LI Coordinators: Gulf Coast, Great Lakes, Southwest, Central East, New England

ACTION ITEM: Cathy Nugent will investigate the possibility of holding over funds originally earmarked for LI activities in Year 3 to Year 4 in order conduct the ATTC Network staff leadership development event at the ATTC Network Meeting scheduled for November 2010. Ms. Nugent will then share the information with Directors.

10:30 – 10:45 a.m. **Introduce Poster Making Activity**
Phil Orrick

Mr. Orrick reviewed the instructions for creating the posters. The goal of these posters is to highlight what is happening in the various regions, as well as request collaborators for any upcoming projects. Directors and staff were encouraged to take time over the next day and a half to view the posters, which will be displayed around the room.

10:45 – 11:15 a.m. **Break**

11:15 a.m. – 12:00 p.m. **NIATx**
Kimberly Johnson, Co-Deputy Director, NIATx (via Webex)

See Ms. Johnson’s PowerPoint presentation.

Ms. Krom introduced Kimberly Johnson, Co-Deputy Director, NIATx, who was joining the meeting via Webex. Ms. Johnson thanked the Directors for the opportunity to speak with them about ways the ATTC Network and NIATx can work together in the coming years, specifically on the upcoming ACTION Campaign II.

The ACTION Campaign II will focus on access and retention in addiction treatment agencies. Currently, 2,000 agencies have signed-up to participate in the Campaign. NIATx is interested in exploring ways in which the Network can help with the dissemination of information relating

to the Campaign. To this end, SAMHSA will be supporting a two-day meeting to pull together the resources and expertise from the Network, NIATx and the State Association of Addiction Services (SAAS) in order to enable representatives to go out in the field to help agencies identify what they need to do to improve business practices, and therefore treatment outcomes. This meeting is tentatively scheduled for a location in Florida during the week of February 8-12, 2010. See Ms. Johnson's slides for proposed goals of this meeting. Ms. Doolin shared that she would like to see it stressed at the meeting how the Network's Technology Transfer Model and NIATx's Process Improvement Model can work together. There will be an opportunity for up to seven representatives from Regional Centers to attend the February meeting. In addition, there will be 10 representatives from SAAS and seven from NIATx in attendance. If Directors have any suggestions for the agenda for the meeting, they were asked to send them to Ms. Krom, who is serving on the planning committee. In addition, Ms. Krom will invite Beth Rutkowski, Associate Director of Training and Epidemiologist, Pacific Southwest ATTC, to serve along with her on the committee.

A second opportunity for the ATTC Network and NIATx to work together will be through the opportunity for two additional ATTC/NIATx Collaborative Projects in Year 3. These projects will be similar to the five projects that took place in Year 2. It was shared that Regional Centers who participated previously in the collaborative projects could apply again, however, the proposed project would need to be for a State not previously involved with NIATx. Directors were asked to contact Laurie Krom if they were interested in their Regional Center taking part in this second-round of projects.

ACTION ITEM: Directors who are interested in their Regional Center applying to participate in the two new NIATx projects, to be carried out in Year 3, should email their intent and the state that will be involved to Laurie Krom at the National Office.

ACTION ITEM: Directors who have suggestions for the agenda for the NIATx/SAAS/ATTC Network meeting scheduled for February 2009, should send them to Laurie Krom by COB Friday, November 13, 2009, and she will share on the next planning call on November 17, 2009.

ACTION ITEM: Laurie Krom will invite Beth Rutkowski, Pacific Southwest, to serve on planning committee for February's NIATx/SAAS/ATTC Network meeting.

12:00 – 1:15 p.m. **Working Lunch & Motivational Interviewing Website and Performance Improvement Initiative**
Paula Horvatich, Ph.D., Director, Mid-Atlantic ATTC
Nancy Roget, M.S., Director, Mountain West ATTC

See Dr. Horvatich and Ms. Roget's PowerPoint presentation.

Paula Horvatic, Ph.D., Director, Mid-Atlantic ATTC, provided a brief update on the status of the update of the Motivational Interviewing (MI) website. A meeting was held September, 29-30, 2009, in Chicago, IL. Dr. Horvatic unveiled the proposed new look for the website, which was developed during the meeting, and pointed out key features and tools that will be included on the updated site. Dr. Horvatic shared that the same URL that links to the current site will be used to keep drawing people to the new site.

The next step in the development of the new MI site will be conducting an online survey to identify priorities for moving forward. It is hoped that the site will be completed in time to premiere at the 2010 CPDD Annual Meeting in Scottsdale, AZ, June 12-17, 2010, or 2010 SAAS National Conference and NIATx Summit in Cincinnati, OH, July 11-14, 2010.

Next, Nancy Roget, M.S., Director, Mountain West ATTC, lead a discussion around the growing needs for qualified MIA:STEP Master Trainers. Currently, the Network has two such trainers: Denise Hall and Steve Martino. To ensure that the Network continues to be able to offer this training, Ms. Roget shared her thoughts on the importance of building a cadre of up to six Master Trainers who could then be available to lead MIA:STEP Training-of-trainers events for the Network. Denna Vandersloot, Northwest Frontier ATTC, and Kate Speck, Mid-America ATTC, were recommended to take part in a Master Trainer Training-of-Trainers (TOT) initiative. There was a brief discussion around possibly holding the Master trainer TOT in conjunction with the NIDA Blending Conference, April 22-23, 2010, in Albuquerque, NM. However, it was shared that there is no longer meeting space available at the event and Steve Martino will not be in attendance. Gulf Coast ATTC expressed a willingness to locate space and coordinate logistics if the event was held in Austin, TX. Steve Gallon expressed a desire to ensure that Steve Martino is available to participate in the Master trainer TOT.

<p>ACTION ITEM: Paula Horvatic, Mid-Atlantic, and Nancy Roget, Mountain West, will send a survey to Directors to gather information on the need for and recommendations for MIA:STEP master trainers.</p>
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Ms. Roget also expressed a need to have a discussion around how to address the variability across the Network on how MI is disseminated, implemented and perceived. There appears to be some drift happening in the MI skills of individuals participating in the MIA:STEP training and some are being allowed to participate that are not qualified or do not have the necessary skills to successfully complete the training and implement MI in practice. Dr. Horvatic shared the results from the MIA:STEP performance improvement meeting. See handout.

It was decided to continue the discussion around MI and establishing standard prerequisites to participate in the MIA:STEP training on Day Two of the meeting.

1:15 – 2:30 p.m.

National Evaluation Team –*Follow-up Discussion to Pre-Directors Meeting Conference Calls*

Richard Finkbiner, Ph.D., Project Director, MANILA Consulting

Roy Gabriel, Ph.D., Senior Research Associate, RMC Research

Jeff Knudsen, M.A., Senior Research Associate, RMC Research

See the National Evaluation Team’s PowerPoint presentation.

Jeff Knudsen, M.A., Senior Research Associate, RMC Research, lead this discussion, which focused on the ATTC Event/Activity Database, review of current data, and clarification of the role of the data in the evaluation.

Mr. Knudsen stressed the need for a more accurate and consistent use of the database in order to be able to provide a better picture of the work of the Network, especially to address the variability in the reporting of non-GPRA events. There is a wide variance in the number of events being entered by Regional Centers, which gives the impression that the data is not accurate.

Mr. Knudsen provided an example of this variance. See PowerPoint presentation. Mr. Knudsen and the members of the National Evaluation Team present stressed that, currently, they would not be able to use the non-GPRA event data in their final report/analysis due to the extreme variance in the data from one Regional Center to the next. They encouraged Directors and evaluators to review and adopt standard non-GPRA guidelines in the hopes that the last six months of the evaluation, October 2009 - April 2010, will provide data that could be included in the evaluation report. Mr. Knudsen shared that if all Regional Centers confirm that the data being presented is accurate, regardless of the variability, than they could consider using the data. When Directors were asked if they were confident in the accuracy of their Regional Center’s non-GPRA data, approximately half indicated that, yes, they are confident in the data that they have entered thus far, illustrating the need for additional clarification of appropriate non-GPRA events.

ACTION ITEM: The National Office will explore the possibility of “turning-off” the states/number of participants question for non-GPRA events entered into the activities database.

ACTION ITEMS: Directors who would like the National Evaluation Team to run individual reports for their Regional Center to review the data collected thus far and to ensure that it is accurate should contact Jeff Knudsen.

ACTION ITEM: The National Office will provide a list of required questions in the activities database to the Performance Monitoring Workgroup.

ACTION ITEM: Directors will review recommended definitions for non-GPRA activities with their evaluators and will send any edits or comments to Anne Helene Skinstad by Friday, November 13, 2009.

2:30 – 3:00 p.m. **Break**

3:00 – 4:30 p.m. **National Office Updates**
Laurie Krom
Eric Barr, M.S., Owner, KC Web Programmers & ATTC National Office
Consultant

See Ms. Krom’s PowerPoint presentation.

Ms. Krom presented an update of some projects that the National Office has been working on and services that will be offered to Regional Centers. Examples included: Moodle account access for online courses; Webex and Webinar services; Databank contact management services and several new marketing products.

In addition, Ms. Krom shared that the National Office would not be renewing the contract for NDRI to conduct the National Workforce Survey. Instead, the National Office will hire an in-house staff person to oversee the development and implementation of the survey. The National Office will be hosting a meeting in early 2010 in Kansas City, MO to design the survey methodology and instrument, and invites each Regional Center to participate. Travel and lodging costs for Regional Center staff to attend will be supported by the National Office.

ACTION ITEM: Directors who would like to obtain administrator rights for their Regional Center in order to post courses on the ATTC Network’s Moodle Website should contact Laurie Krom.

ACTION ITEM: Laurie Krom requested information from Regional Centers regarding skill requirements for a new position at the National Office to coordinate the National Workforce Survey. In addition, Regional Centers with related job descriptions were asked to send them to Laurie Krom.

Following the updates presented by Ms. Krom, Eric Barr, M.S., Owner, KC Web Programmers and ATTC National Office Consultant, provided an overview of the status of the GPRA Upload process.

See Mr. Barr’s PowerPoint presentation.

It was clarified that follow-ups will still need to be conducted by the Regional Centers after the event. Once the GPRA forms have been finalized and tested, they will be provided to Regional Centers to print and use at their events. The National Office will be testing the process using the GPRA forms for the 2009 Network Meeting and Directors Meeting. Pacific Southwest also volunteered to pilot the GPRA Upload with an upcoming event in December.

Ms. Krom requested that if anyone had any questions about the upload process or budget to send her an email. In addition, Ms. Krom will be contacting Directors to see if they intend to use the National Office to process their Regional Center's GPRA forms, if they will be doing it on site, or if they will not be uploading their GPRA data at all.

4:30 – 5:00 p.m. **Workgroup Updates**
Phil Orrick

Clinical Supervision Workgroup

Tom Durham, Director, Central East ATTC, shared that the workgroup has made great progress on the Clinical Supervision Curriculum. Information from the new Clinical Supervision TIP will be included. Final revisions will be made in April 2010, with an anticipated launch date sometime in May 2010.

Technology Transfer Workgroup

Aaron Williams, Associate Director of Research and Information, Central East ATTC, provided information about the presentation that members of the Technology Transfer Workgroup took part in at SAMHSA/CSAT. This presentation provided an overview of the adopted ATTC Network Technology Transfer Model, and utilized examples of specific evidence-based practices to demonstrate the various stages of the model. In addition, the group met with Dr. Clark, Director, Center for Substance Abuse Treatment (CSAT), who made some recommendations for placing the model in a larger healthcare context, including additional examples of federal partners' roles within the model, such as NIDA and NIATx.

Nancy Roget shared additional updates from the Workgroup, including finalizing the graphic and converting it to an interactive Flash file; possible poster presentation at CPDD; and drafting of articles for inclusion in the Spring 2010 issue of *The Bridge* and an upcoming issue of the *Journal of Substance Abuse Treatment (JSAT)*. Ms. Roget also announced that Dan Squires, Co-Director, ATTC of New England, will be handing his responsibilities as co-chair of the Workgroup to Heather Gotham, Evaluator, Mid-America ATTC.

NIDA/SAMHSA Blending Initiative Workgroup

Tom Freese, Co-Director, Pacific Southwest ATTC, announced that NIDA recently sent back the new module for the buprenorphine blending product on young adults and requested only minor edits. The National Office is also working to create an online database of approved buprenorphine TOT trainers, which is anticipated to be available for testing early next year.

In addition, there is a new blending team that will be formed to build on the awareness of motivational incentives through the current PAMI product and will focus on implementation. Eric Hulse, Scientific Director, Northeast ATTC, will be chairing this new team.

Recovery Workgroup

Michael Flaherty, Principle Investigator, Northeast ATTC, shared that their monograph, *Recovery Management and Recovery-Orientated Systems of Care: Scientific Rational and Promising Practices*, has been translated into Farsi. Loretta Albright, Director, Great Lakes ATTC, announced that Great Lakes recently published a new monograph as well. In addition, a new video featuring Bill White interviewing Ernie Kurtz will be available online on the Great Lakes section of the ATTC Network Website in the coming weeks.

5:00 p.m.

Day One Meeting Adjourned

Day Two

8:30 – 8:45 a.m. **Open of Day Two, Welcome & Logistics**
Laurie Krom
Phil Orrick

8:45 – 9:15 a.m. **2010 ATTC Network Events**
Laurie Krom

The following events were scheduled for the 2010:

Meeting/Event	Date/Time (EASTERN)	Location
LI 2 Planning Meeting	January 20-22, 2010 (tentative)	Kansas City?
Directors Conference Call	February 11, 2010 2:00 - 4:00 p.m.	WebEx/Conference Call
Workforce Survey Methodology and Instrument Design Meeting	February 16-19, 2010 OR Feb 23-26, 2010	Kansas City, MO
Spring Directors Meeting	March 9-10, 2010	Rockville, MD
Summer Directors Meeting	June 10-11, 2010	Scottsdale, AZ
Directors Conference Call	September 2, 2010 2:00 - 4:00 p.m.	WebEx/Conference Call
2010 Network Meeting	November 2-3, 2010	Los Angeles, CA
Fall Directors Meeting	November 4-5, 2010	Los Angeles, CA

The following individuals indicated a willingness to serve on the planning committees for the Spring Directors Meeting and the 2010 Network Meeting.

Spring Directors Meeting, Rockville, MD, March 9-10, 2010: Pat Stilen, Meeting Leader, Mid-America; Tom Durham, Central East; Dick Spence, Gulf Coast; National Office staff; and, CSAT staff.

2010 Network Meeting , Los Angeles, CA, November 2-3, 2010: Tom Freese, Beth Rutkowski and Vicki Staples, Pacific Southwest; Pam Waters, Southern Coast; Tiffany Kilpatrick, Great Lakes; Anne Helene Skinstad, Prairielands; Denna Vandersloot, Northwest Frontier; National Office staff; and, CSAT staff.

9:15 – 9:30 a.m. **National Newsletter Update**
Pat Stilen, M.S.W., Director, Mid-America ATTC

See Ms. Stilen’s handout.

Ms. Stilen provided an update on the progress of turning the Northwest Frontier monthly publication, *Addiction Messenger*, into an electronic publication that can be distributed throughout the Network. Ms. Stilen also requested volunteers to serve on the Editorial Board for the publication. Volunteers included: Steve Gallon, Northwest Frontier; Mary Anne Bryan, Northwest Frontier; Pat Stilen, Mid-America; Erin Fridley, National Office; Dawn Tyus, Southeast; Dick Spence, Gulf Coast; and, Michael Flaherty, Northeast. In addition, Ibis Carrion offered the services of the Caribbean Basin & Hispanic ATTC to help with the Spanish translations. Pat Stilen also indicated that her staff member Alex Barajas-Munoz, Mid-America, was also available to help with translations.

There was discussion about including articles relating to drug addiction, similar to those from the *Research Society on Alcoholism* that are featured in the *Addiction Science Made Easy* section of the proposed format. Dr. Gallon indicated that he would contact Nancy Sutherland at Substance Abuse Librarians & Information Specialists (SALIS) to explore this possibility. Using summaries of already published articles or linking to the CTN Dissemination Library was also discussed.

The anticipated launch date of the electronic version of the *Addiction Messenger* is April 2010.

9:15 – 9:30 a.m. **Cross-Network Planning for 2011 Activities**
Jim Aiello, M.A., M.Ed., Director, Northeast ATTC
Steve Gallon, Ph.D., Director, Northwest Frontier ATTC

Jim Aiello, Director, Northeast ATTC, and Steve Gallon, Director, Northwest Frontier ATTC facilitated this activity to identify cross-Network activities for possible inclusion in Regional Center continuation applications for Year 4 (2010-2011). This time can be used as an opportunity to find ways to collaborate on National projects, such as done previously on the *The Change Book* and the development of the Competencies (TAP 21).

Mr. Aiello and Dr. Gallon lead the group through an exercise in order to find a convergence of interests and needs, beginning with brainstorming possible priorities for the Year 4 grant year. Examples included health reform & linkages to primary care, veterans/military issues, HIV/AIDS & convergence with substance use disorders, ROSC, criminal justice & violence, Native Americans, Hispanic and other special population initiatives, recruitment and retention

issues, adolescents/youth & gangs.

These various topics were then combined into “clusters”:

- Recovery
- Cultural Issues
- Primary Care/SBIRT
- Organizational Change
- Workforce Development
- Criminal Justice
- Military/Veteran Issues
- Adolescents
- Distance Education
- Technology Transfer/Evidence-based Practices

From these “clusters” the following four topics were identified as the options with the most interest and afforded opportunities for the greatest impact at a National level.

1. Distance Education
2. Primary Care/SBIRT
3. Recovery
4. Technology Transfer/Evidence-based Practices (EBPs)

The meeting attendees then broke into groups to discuss possible projects and initial steps for each of the four topics. At the conclusion, reporters were asked to share what the different groups had discussed, and conveners responsible for continuing the process in the months following the meeting were identified for each topic.

> Collaborative Topic #1: Distance Education

Convener: Paula Horvatic, Mid-Atlantic

The first step identified was to establish a committee to review current distance education courses available through the Network and determine gaps. In addition, Ms. Horvatic shared that she lead a break-out session at the Network Meeting at which several steps were identified for building the Network’s capacity to deliver quality, online, distance education.

> Collaborative Topic #2: Primary Care/SBIRT

Conveners: Steve Gallon & Denna Vandersloot, Northwest Frontier; Dawn Tyus, Southeast

Possible projects identified by the groups around Primary Care/SBIRT included: development of a curriculum or curriculum infusion package (CIP) on substance use disorders for dissemination to medical schools; a tool to inform and educate addiction treatment professionals about primary care; and, creation of a marketing plan or campaign for a specific subset of primary care doctors around the importance of screening, possibly targeting federal health centers. The creation of a model which illustrates addiction treatment in the context of

the primary care setting or a model demonstrating how addiction professionals and primary care physicians can form collaborative relationships was also explored.

ACTION ITEM: Cindy Christy, National Office, will send out a request to Directors for information on any projects/products they have relating to SBIRT. Ms. Christy will send the compiled information to Donna Doolin and Cathy Nugent at CSAT.

> Collaborative Topic #3: Recovery

Conveners: Lonnetta Albright, Great Lakes, and Michael Flaherty, Northeast

Possible projects for this topic included the development of a recovery coach curriculum; a tool to link primary care and ROSC; and, establishing one National Outcome Measure (NOM) related to recovery. Ms. Albright and Dr. Flaherty indicated their plan to continue the conversation within the Recovery Workgroup to identify two to three specific collaborative project ideas

> Collaborative Topic #4: Technology Transfer/EBPs

Conveners: Nancy Roget, Mountain West; Aaron Williams, Central East; and, Eric Hulsey, Northeast

Possible project ideas for this topic include: the development of a tool to help people evaluate and choose an EBP to implement; a product that professionals can use at the beginning of implementation that provides them with a practical way to assess fidelity; development of a process for SSAs and other stakeholders to easily identify agencies and organizations using EBPs; and an evaluation of the costs for agencies associated with implementing EBPs. Another possible collaboration presented was the creation of a Technical Assistance Network, where someone would be on-hand to answer questions and provide information on implementing an EBP.

ACTION ITEM: The convener(s) for each of the four topics identified will work with other ATTC directors interested in his/her designated topic and will be prepared to present two or three concrete projects on the Directors Call scheduled for February 11, 2010, 2-4 p.m. ET.

12:15 – 1:00 p.m. **Parking Lot
Phil Orrick**

ACTION ITEM: Directors interested participating in a panel or leading a workshop/presentation at International Conference on Treatment of Addictive Behaviors in Santa Fe, New Mexico, February 7-10 should send the information to Laurie Krom. Ms. Krom will forward that information on to William Miller, who is a part of the planning committee.

Performance Monitoring Workgroup Update

Anne Helene Skinstad provided handouts and reviewed the non-GPRA guidelines developed by the workgroup. The Workgroup's next conference call will be Monday, November 9, 2009, at 12:00 p.m. Central. Dr. Skinstad asked the Directors to discuss these guidelines with their evaluators and email any questions, concerns or recommendations to her by November 13, 2009.

ACTION ITEM: The National Office will provide a list of required questions in the activities database to the Performance Monitoring Workgroup.

ACTION ITEM: Directors will review recommended definitions for non-GPRA activities with their evaluators and will send any edits or comments to Anne Helene Skinstad by Friday, November 13, 2009.

Dr. Skinstad also thanked Mike Shafer, Co-Director, Pacific Southwest, for serving as co-chair on the workgroup. Dr. Shafer will be stepping down as co-chair and Aaron Williams, Central East, and Jim Aiello, Northeast, will be serving as co-chairs of the committee along with Dr. Skinstad.

MI/ MIA:STEP TOT Conversation (Continued from Day One).

Dr. Horvatich asked Directors to quickly review the handout she provided on day one, outlining pre-requisites for acceptance into a MIA:STEP training. Dr. Horvatich then asked for a consensus from the group to require, at a minimum, a passing score on submission tapes for individuals to be allowed to participate.

After some debate, it was decided that this is part of a larger discussion that needs to be shared with NIDA, in order to ascertain what their expectations are relating to the overall outcome of the blending trainings. It was decided to first develop a consensus as a group before taking to NIDA.

ACTION ITEM: The discussion around the overall expectations relating to level of skills required to participate, as well as level of skills acquired as a result of participating in blending product trainings, will be added to the agenda for February's Directors call, and if needed, the Spring Directors Meeting.

HIV Testing Guidelines

Lionetta Albright, Director, Great Lakes, will forward information on the newly revised rapid-HIV Testing Guidelines to the National Office to share with the Network.

NIDA Materials

Tom Freese, Co-Director, Pacific Southwest, shared that when his Regional Center last requested marketing materials from NIDA, they were required to cover shipping costs, which was not the case previously. Others indicated that they had not been asked to cover such costs. Dr. Freese and Ms. Nugent indicated they would discuss the issue independently.

1:00 p.m.

Meeting Adjourned