

**DEPARTMENT OF HEALTH AND HUMAN SERVICES
SUBSTANCE ABUSE AND MENTAL HEALTH SERVICES ADMINISTRATION
CENTER FOR SUBSTANCE ABUSE PREVENTION NATIONAL ADVISORY COUNCIL MEETING**

Minutes
August 16 & 17, 2005

One Choke Cherry Road
Sugarloaf Conference Room
Rockville, Maryland 20857

Call to order of the Partial Meeting

A portion of the meeting was closed to the public in accordance with Title 5 U.S.C. 552 b(C)(6) and 5 U.S.C. App. 2, Section 10(d). Beverly Watts Davis provided an overview of the procedure for conducting review of grants and/or cooperative agreement applications and reminded members of the regulations and policies governing conflicts of interest (COI) and confidentiality. A COI/ Confidentiality certification was signed by all members prior to review. Members absented themselves from the discussion and evaluation of applications in which a potential COI, real, or apparent, might occur.

A summary of Council review of grant/cooperative agreements are as follows:

SP/HIV

Total number of Applications:	233
Total Recommended amount:	\$20,560,049

The Council re-convened at 3:00p.m. at the SAMHSA Headquarters, One Choke Cherry Road, Rockville, MD, in Sugarloaf Conference Room, August 16, 2005.

Welcome

Chairperson Beverly Watts-Davis, Director of the Center for Substance Abuse Prevention (CSAP) welcomed the group. Ms. Davis requested introductions from attending board members, who gave brief remarks and suggested additions to the agenda:

- DeWispelaere – Interest in updates on underage drinking
- Tellerman – CSAP staffing issues; grant review process; and issues surrounding managed care.
- Andrew – Possible partnering in areas of economic development and entrepreneurship.

Minutes

Chairperson Davis presented minutes for approval from the previous meetings of May 25- 26, 2005. Ms. Andrew corrected her title and credentials from the minutes. So

corrected, Ms. Geringer moved to accept, and Mr. Bevelacqua seconded. The measure passed.

Introduction

Chairperson Davis noted the strong partnership between CSAP and PRIDE, noting the successful PRIDE conference with approximately 4,000 attendees. She hoped that in the future PRIDE and CADCA can conduct a joint conference. She noted that CSAP had awarded five additional SPF SIG grants. She observed that SAMHSA prevention and treatment staff are now conducting joint activities with the field. She noted that CSAP had participated in “Mega fest,” described as the largest spiritual gathering in the country at the Georgia Dome in Atlanta, where CSAP had a featured presence and received strong interest. She noted that CSAP and NASADAD now have a very good relationship. She noted that efforts are ongoing to “connect the dots” between the SPF SIG grants and the more than 800 Drug-Free Community grants. Mr. DeWispelaere observed that it is critical that senior CSAP staff have the ability to travel to field activities, as this creates great value in communities, and thanked Chairperson Davis for her leadership presence across the nation. Chairperson Davis thanked Mike Lowther and Peggy Quigg for managing operational issues, allowing her to work directly with prevention stakeholders. Chairperson Davis noted that the Congress is very pleased with work ongoing at CSAP. She asked Council members to plan for participation in two events:

- Prevention Day – February 13, 2006
- Legislative Day – during that same week in partnership with CADCA

Chairperson Davis noted that CSAP is now giving each state \$40,000 to hire the first class of Prevention Fellows. She noted staff development at CSAP, including 41 CSAP staff certified in prevention. She commented on the SAMHSA leadership development training that she will extend further in CSAP. She noted that CSAP has conducted a Leadership Academy for the 44 state prevention directors in the National Prevention Network. Ms. Geringer also spoke to encourage CSAP leadership travel to field organizations, and Mr. Lozano commended Chairperson Davis for her investment of real time, not just brief ceremonial visits, in meeting with national prevention activities.

Council Updates

Chairperson Davis called on Council members to offer field updates:

- CSAP Staffing – Dr. Tellerman stated that she is hearing from the field that CSAP needs to increase its staffing to meet needs and recommended that the Council communicate with Administrator Curie to inform him of this concern. This was seconded by Ms. Geringer and Mr. Lozano, noting the heavy loads on project officers and the fact that this derives from CSAP’s recent successful program growth. This should include growth in CSAP program management staff and administrative staff. Mr. Lozano and Mr. DeWispelaere agreed to draft a letter for the Council to send to Mr. Currie on this point.

- Grant Reviews – Dr. Tellerman noted that in the past ten years or so she had participated in reviews for awards for innovative programs as a joint activity between CSAP and NASADAD. This entailed assembling with other award reviewers in Washington, review of all submissions, good exchange among all reviewers and feedback to the field to improve submissions. She noted concern that this year she was told reviewers would not be compensated; all review would be conducted remotely; and that each reviewer would see only a limited number of submissions. She believes this is deterioration in the process. Chairperson Davis noted that SAMHSA had made a policy decision that CSAP would no longer directly participate in the reviews, which would be generated from the field. She noted that she is disappointed in this situation and would have the Project Officer for this activity to attend the meeting and address these concerns.
- Travel – Chairperson Davis updated Council members on travel matters. She stated that CSAP is now using a new travel agency, which should provide improved service, although there are still areas in which travel arrangements can still be improved. She advised Council members on efforts toward more cost-effective travel. She also noted that the Federal Government cannot pay for food for Council meetings nor accept gifts, even from Council members, who volunteer food for Council meetings.
- Emergency Needs – Chairperson Davis noted that CSAP has a discretionary fund up to \$99,000 which the CSAP Director can allocate to high-priority needs. This has been used, for example, to help fund a Native American program seeking NREPP qualification. She invited Council input if members should see and want to recommend such a need for funding.
- Andrew – Ms. Andrew noted that CSAP has partnered with many organizations and suggested additional dialogue to see whether prevention programs could partner with economic development and entrepreneurship programs in economically deprived areas. This addresses stresses that can lead to substance abuse. Chairperson Davis observed further that this relates to sustainability of prevention programs, as well as the importance of helping prevention organizations to operate in a business-like way. She noted that the Enterprise Foundation is helping nonprofits to address this need. As to partnering with programs that might generate business, Council members discussed how this might assist in the short-term and up-and-down nature of funding of prevention programs. Chairperson Davis noted the success in extending prevention funding from one year to five years, but observed that other social, health and community services programs do not have the funding term limits that prevention experiences.
- Managed Care – Dr. Tellerman noted a situation in which a managed care company refused to cover a situation involving child abuse, which can lead to long-term problems including substance abuse. Chairperson Davis stated that this may be an area for joint discussion with the Center for Mental Health Services.

Adjournment

The first-day meeting of the CSAP National Advisory Council adjourned at 5:00p.m.

DAY TWO
Wednesday-August 17, 2005

The Council convened at 9:00 am on at the SAMHSA Headquarters, One Choke Cherry Road, Rockville, MD, in Sugarloaf Conference Room, August 17, 2005.

Opening Remarks

Chairperson Watts Davis called the meeting to order and informed Council that members would be reconvened on Sunday, February 12, 2006 in Washington to conduct an official short meeting at around dinner time. Members would then attend CSAP Prevention Day on February 13 beginning at 8:30 am. She noted that this would be in the context of the week-long CADCA meetings in Washington. She noted that prior to these meetings she hoped to engage some Council members in training CSAP in preparation for the events.

CSAP Division Reports

Chairperson Davis called on senior staff to provide the Council with updates on Division activities:

- Mike Lowther, Acting Director, Division of Knowledge Application Systems and Improvement (DKASI) – Mr. Lowther noted that his Division provides some leadership for states concerning the Strategic Prevention Framework and had completed five regional workshops jointly between CSAP and CSAT. These met with the Single State Agency directors, NPN directors and data staff from each state to discuss national outcome measures. He noted the focus on creating change in communities. Each meeting drew approximately 50 – 60 attendees, which allowed for more interaction than would a single, large national meeting. Mr. Lowther noted that DKASI oversees methamphetamine grants, which are winding down; and ecstasy and other club drug grants, now in the middle of a third cohort comprising 17 grants. He noted that DKASI is working with the CAPTS in a service-to-science project to take promising “local, homegrown” projects and provide evaluation to strengthen them. This does not include the level of research needed for NREPP qualification, which requires substantial investment and scientific focus, but this year CSAP will provide about 25 such activities with about \$30,000 each. DKASI also participates in four initiatives concerning HIV. CSAP is collaborating with CMHS and CSAT to deploy approximately 200,000 kits to date in the Rapid HIV Testing Initiative. CSAP is funding cohort six with HIV grants for between 50 – 80 recipients. The Secretary of HHS Emergency Funding is also supporting a Minority Education HIV Prevention Initiative. CSAP is also funding a Faith-based Substance Abuse Initiative/HIV Prevention Initiative. Efforts are made to deploy these activities through existing grants such as the Drug-Free Community program. DKASI also oversees the Fetal Alcohol Spectrum Disorders (FASD) center, which has trained over 1,000 persons. This coming year it will work with Native American tribes, with five regional workshops. FASD does not have good surveillance and may be underreported. Mr. DeWispelaere reminded the Council that in the previous meeting a CSAP staff person had promised that by Fall 2005 there would be a report on how to include prevention

coalitions in the NREPP process. While CSAP does not manage the NREPP process, Chairperson Davis noted that CSAP played a key role in creating it. She noted that CSAP has approximately 154 NREPP entries at this point. Discussion occurred about the distinctions between evaluations of services applied to many promising prevention activities and the research-oriented standards applied to NREPP programs. Chairperson Davis acknowledged that NIDA is contributing to help CSAP in evaluating programs. Mr. Lowther concluded that CSAS is not “pushing programs” but “comprehensive community plans, driven by coalitions, creating change in communities.”

- Robert Stephenson, Acting Deputy Director, Director, Division of Workplace Programs – Mr. Stephenson noted that Rose Kittrell, Acting Director of the Division of State and Community Assistance, was absent due to surgery for a home injury. Council members offered regards. Concerning workplace programs, Mr. Stephenson noted developments. CSAP has proposed a final set of recommendations concerning guidelines for alternative specimens. This would add oral, fluid, sweat and point-of-collection testing, as well as hair as alternative specimens. These would not be mandated or substituted for urine testing but are options. CSAP is conducting a knowledge exchange workshop in Raleigh-Durham, NC, from November 30 – December 1 to evaluate transition of youth into the workplace. This would examine standards to be applied to young people coming into the work environment. Information will be developed for dissemination at the CADCA Forum, National Prevention Day and other events. Chairperson Davis acknowledged the work that Mr. Stephenson has done as Acting Deputy Director, given his extensive experience in the Federal Government.
- Peggy Quigg, Director, Division of Prevention Education – Ms. Quigg summarized the continuing controversy over contracting for the national clearinghouse. Formerly funded only by CSAP, a procurement combining it with SAMHSA-wide requirements was issued in July 2004 and has been subject to ongoing legal context and GAO review. While this dispute continues, the clearinghouse continues to be funded and operated under the existing CSAP contract. Its services will continue uninterrupted for the field. Work is underway to determine budget contributions from CMHS, CSAT, SAMHSA Office of Administration and other Federal partners (such as the Office of National Drug Control Policy, National Institute on Drug Abuse, National Institute on Alcoholism and Alcohol Abuse) for their increasing share of clearinghouse activities. This will take some future burden off the CSAP budget, reducing CSAP’s approximately \$9 million contribution to approximately \$3-4 million. Ms. Quigg noted that the clearinghouse has obtained a high-output color copier that will help to produce rapid turn-around for publications, rather than sending them for offset printing or (above certain quantities) the Government Printing Office. Ms. Quigg noted that her Division is in discussion with CADCA to help define and support the agenda for the upcoming CADCA Forum. This will not include grantee workshops as in the past but will include all grantees in a large meeting on Prevention Day. This will provide the advantage of exposing grantees to national leadership and the broad range of related stakeholders and issues, as well as grantees from separate programs that may be in their own communities. Prevention Day will be a major opportunity to celebrate the field and strengthen partnerships.

The Division is working with the Child Welfare League, who will be included in Prevention Day, and work will continue with the National Guard, Elks, DARE and other partners. The Division is working with the DEA to support the Red Ribbon Campaign, which will observe the 20th anniversary of the death of Kiki Camarena, which led to launching the Red Ribbon campaign. The National Family Partnership has proposed this year's national theme as the Red Badge of Courage. Ms. Quigg acknowledged Mr. Dewispelaere and Mr. Lozano for working with the Elks to support prevention. Mr. Dewispelaere acknowledged Mr. Lozano as the primary creator of the Red Ribbon Campaign. Ms. Quigg noted that her materials development contract is preparing materials for next year's Red Ribbon Campaign. She noted that the HHS Secretary will host a national leadership forum on underage drinking on October 31-November 1 in Washington at the Omni-Shoreham Hotel. It is an invitation-only event, where Council members may attend as guests or observers, but is invitation-only for participants as the Secretary seeks to create a government-level response to the Institute of Medicine's report. Mr. Dewispelaere hoped that funding this meeting would not take money from other important CSAP work. Mr. Bevelacqua observed that he was very impressed by the meaning and spirit of the SAMHSA tagline, "a life in the community for everyone." He stated that he hoped CSAP would develop its own similar tagline to inspire the field. Ms. Quigg concluded by acknowledging the National Coalition Institute funded by a grant from CSAP to CADCA, which is now earmarked in Federal appropriations. This year the Institute, partnering with the National Guard, will roll out its first full year of Institute services. It is now funded at \$2 million per year. Ms. Quigg noted that CSAP is preparing an "ambassador's kit" – Power Point presentation and related materials on a CD-ROM that leaders can use to make presentations about prevention consistent with CSAP. Chairperson Davis asked Ms. Quigg for information about the Returning Veterans Initiative. Ms. Quigg began by noting CSAP is conducting a trial social marketing program at 12 sites under the Too Smart to Start initiative but asked Dr. Trish Getty to provide more information about the broader Veterans initiative.

- Patricia Getty – Dr. Getty noted that there is a new group of Veterans returning from Iraq and Afghanistan, with as many as 70 percent of those hospitalized for various disorders also experiencing Post-Traumatic Stress Disorder and other co-occurring disorders, including substance abuse. Unlike Veterans from earlier wars, who were mainly active duty in the regular forces, many of today's Veterans are from the Reserve and National Guard and returning to situations without the community healthcare and related resources to meet their needs. Many of these are not receiving ongoing services from the Veterans Administration or Department of Defense. The Returning Veterans Initiative is also looking at services to families of service members who are overseas. These families and their children, where a parent is undergoing one or more deployments, are experiencing marked stress with social, educational and health consequences. Dr. Getty and Ms. Quigg discussed the profile of these Veterans and families and the need to address insurance, service delivery and other issues. Ms. Thompson noted the importance of training teachers and others in education to recognize and help children experiencing this stress. Ms. Andrew noted that CSAP can help in this process because of its ability to address issues of cultural competency. Ms. Quigg noted the importance of using existing systems, including

the first sergeants, who are important caretakers in the military, to anticipate and prepare for these issues. Mr. Dewispelaere noted that alcohol is one of the key substances of abuse. Ms. Quigg noted that upon return to the U.S. Veterans may also abuse cocaine (especially crack) and meth as well. Dr. Getty noted the abuse of prescription drugs. Ms. Geringer noted that the National Guard has a strong tradition of supporting families and that they are an important resource. Ms. Quigg noted that the Reserve Soldier is the least connected and at risk.

Close of Morning Remarks

Chairperson Davis acknowledged Ms. Suzanne Hughes on Ms. Quigg's team, who played a key role in obtaining funds for about 18 programs under the PRISM purchase order process; she acknowledged Mr. John Hale as well. Chairperson Davis acknowledged Ms. Holly Rogers, new special assistant for Mr. Curie. Ms. Rogers previously worked with a correctional facility concerning substance abuse and mental health issues. Chairperson Davis acknowledged Ms. Erica Pearson, recently selected in the HHS emerging leaders program, who has SAMHSA and CSAP as her home operating division. Ms. Pearson served as a Peace Corps Volunteer and recently completed a Masters Degree in Public Health at George Washington University. Chairperson Davis adjourned the Council for lunch at 11:15

Afternoon Session

Chairperson Davis reconvened the Council at 1:20 pm and called for any Public Comment. No comment was presented. To continue Division reports, she introduced:

- Peggy Thompson, Director, Office of Program Analysis and Coordination – Ms. Thompson summarized OPAC activities which include budget formulation and execution; coordination of Requests for Proposals; minority initiatives; coordination of the intern program, emerging leaders program and staff development; coordination of international visitors; operation of the Data Coordination Center; and oversight of the Healthy People 2010 initiative from HHS. Ms. Geringer asked the percentage of CSAP budget that goes to actual grants, versus administrative spending. Ms. Thompson noted that the budget includes Programs of Regional and National Significance (PRNS), discretionary funds for grants, supporting contracts, PRISM purchase orders and other elements. Of that budget about 60 percent goes to grants. About 35 percent goes to supporting contracts (such as evaluation grants, Data Coordinating Center, logistics contracts), Technical Assistance and the CAPTS. Less than 5 percent goes to interns and other internal matters. There is also a separate program management budget which pays staff salaries. Ms. Thompson provided further detail about CSAP funding history since 1998. Regarding expected budget movements, she stated that block grant funding and Drug-Free Community funding (which is actually in another appropriation) is expected to remain stable. She noted that in 2005 CSAP has a budget of \$198 million. For 2006, currently the Congressional Justification (CJ), meaning the President's proposed budget, is \$184 million. The House has recommended \$194 million; the Senate has recommended \$202 million; and the final appropriation is expected to be closer to the Senate level.

She noted that in general the Federal budget for many departments is being cut. Mr. Bevelacqua asked whether the Council has input into budget formulation. Ms. Thompson replied that this is not direct but that Council members can express recommendations. Chairperson Davis invited Council input on these issues and noted that the February 2006 meeting would be a good time to discuss this. Ms. Thompson further discussed the budget process, including two-year lead-time in budget formulation, which must be based on the President's proposed budget as a base although this may be different from the amount actually appropriated. Ms. Thompson then discussed CSAP interns, emerging leaders, and staff development issues. She noted that interns are normally current college students; emerging leaders are for top graduates. Discussion ensued concerning whether interns must be from a minority group. It was explained that minority organizations have been used to identify interns but that any person can apply. The Council discussed how possible interns might learn of these opportunities. Mr. Bevelacqua endorsed that the intern population come to look demographically like the U.S. population in composition. Ms. Thompson noted the Minority Fellows program facilitating entry of minority students into mental health and substance abuse careers. Mr. Dewispelaere asked about whether the states in order to receive block grant money must have staff that are certified in substance abuse prevention. Ms. Thompson noted that this certification is new and developing. Chairperson Davis noted that Texas requires that recipients of prevention dollars must be certified. Mr. Robbins noted that this is not a Federal requirement and that the states have latitude on how they allocate such funds. Ms. Weddington noted that 41 states have requirements for certification in prevention. Ms. Thompson concluded by noting that CSAP now has 41 staff certified in substance abuse prevention. She noted that CSAP is now renegotiating for an in-service training contract. Finally, she reviewed the initiative called Healthy People 2010, which has been in place for over two decades and articulates health objectives based on empirical data. She noted that these include substance abuse and related indicators whose measures are very similar to CSAP's current national outcome measures. She offered to send the Healthy People 2010 report (whose Volume 2, Chapter 26 addresses substance abuse) to all Council members who request it.

- Dave Robbins, Division of State and Community Assistance -- Mr. Robbins noted that Rose Kittrell had asked him to address a few items in her absence. He noted that the Division has focused much effort on the Drug-Free Communities support program to build the necessary management structure and systems to support it. He noted that the SPF SIG program had made five new awards, with the objective of having awards in every state. The 21 grants that were awarded last September are up and running, and CSAP staff have been completing site visits. CSAP has met with the Governor's Advisory Council to present a "new way of doing business" and sought to identify the most serious problems based on epidemiological workgroup profiles. To address these CSAP is emphasizing evidence-based programs, practices and policies. He noted that CSAP has been bringing together SPF SIG states into multi-state meetings, with second grantee meetings having been held among the 21 new SPF SIG recipients awarded last year. Mr. Robbins noted that the Division has over 30 project officers, who have gone from zero to 700 grants in the course of a year. As a result of the block grant reengineering process, project officers are now "comprehensive project

officers” who oversee multiple programs affecting their grantees and areas of operation. Under Rose Kittrell’s leadership, the Division now has a portfolio of nearly 1,000 grants awarding close to \$500 million in prevention funds each year. Mr. Robbins noted that the new approaches present tremendous opportunity to bring states and communities together, partnering with Federal agencies and others. Chairperson Davis noted that NASADA warned that this was a “hard road” to seek order and integration in these programs, but that this is now leadership which NASADAD feels it can follow. She stated that the epidemiological workgroups now require that a state take all the community indicator data – e.g., dropouts, delinquency, drug-related crime – and geomap it to show where the need is highest. This data then helps drive decisions about where the money should go. The epidemiological workgroups are a capacity-building tool, and CSAP is seeking to give each state \$200,000 per year for the next five years to make sure they know where their needs are for allocating money. Mr. Robbins noted that a positive outcome of the early SIG program is that a majority of states with SIGs moved their block grant dollars to evidence-based programs for the first time.

- Judy Donovan, Drug-Free Communities Grant Program – Ms. Donovan observed that it was a year ago when the interagency agreement was being developed with the Office of National Drug Control Policy for SAMHSA/CSAP to manage this program. This doubled the discretionary program for CSAP without any transition time. CSAP has done a phenomenal job. Ms. Donovan credited Mr. Currie with taking the risk to do this. She noted that this is an important initiative to connect state resources with grassroots communities, meaning those who actually help those on the streets with drug problems or work with community officials and organizations to address substance abuse. Within 30 days of signing the interagency agreement last August, there were issued 227 new grants and 19 new mentoring grants. CSAP took on responsibility for 487 additional grants a year earlier than was expected. This entailed rapid hiring of staff and building infrastructure. Within 30 days, CSAP had 24 staff and with Ms. Davis’ leadership instituted the Strategic Prevention Framework as the operational framework for Drug-Free Communities. A new grantee workshop for 650 people was held, with excellent evaluations. An online monitoring and management system and a national evaluation are in development. Three new RFPs were issued, and almost 1,100 new, competing-renewal and mentoring applications were submitted for peer review. We are “building the car while we are driving it.” Ms. Donovan noted that new awards would be announced in May, with funding between \$70-73 million. By the end of September 30, the project officers will have completed about 240 site visits. Chairperson Davis credited Ms. Donovan, Ms. Kittrell, the Division of State and Community Assistance, and Peggy Quigg for this work. She thanked Administrator Curie for willingness to take on this program.

Closing Remarks

Chairperson Davis called for final questions and comments. She referred the earlier Council member concern about award review process. Ms. Pruden of SAMHSA addressed this and noted that there was a need to switch contracts, and the exemplary awards responsibility was inserted into the NASADAD contract. This was halfway

through the year, and there was only a quarter of the money in the contract for this purpose. Rather than skip a year, it was decided to proceed within this budget using telephone interviews rather than face-to-face reviews. We will need to look for additional money or find a way to use the telephone reviews to alleviate the concerns. Mr. Dewispelaere asked that in future Council meetings a letter would request Mr. Curie's attendance. Chairperson Davis concurred and noted that he will be involved with Prevention Day, so that it will be possible then. Mr. Bevelacqua requested that a list of acronyms be developed so that participants will know the various references made in discussion. Chairperson Davis commended the Council and noted that they are the ambassadors for prevention and CSAP guides.

Adjournment

The meeting of the National Advisory Council was concluded at 2:22 p.m