

**Minutes of
DoD Sexually Transmitted Diseases Prevention Committee (STDPC)
Meeting of 10 August 99**

Attending

LCDR Josephine Brumit, BUMED
Bill Calvert, NEHC, Co-Chairman
LT Eleanor M. Fernandez, BUMED
LCDR Sharon Ludwig, USCG
Donna Ruscavage, Henry M. Jackson Foundation
CDR Richard Shaffer, Naval Health Research Center (NHRC)
Kathleen Wiltsie, MAJ, USACHPPM

1. Bill Calvert convened the meeting at 0945 at the Navy Bureau of Medicine and Surgery (BUMED). Major Wiltsie joined via phone.
2. The minutes of the 13 July 99 meeting were reviewed and approved.
3. Bill Calvert welcomed CDR Shaffer, who will represent NHRC.
4. Bill Calvert updated the STDPC regarding the Prevention, Safety and Health Promotion Council (PSHPC). Secretary Cohen has signed the PSHPC Charter. His signature establishes the PSHPC, and therefore, the STDPC. STDPC members are encouraged to solicit expanded participation on this committee by contacting departments, within each members' respective service, named in the STDPC Charter, and request appropriate representation. Members are encouraged to forward a signed copy of the PSHPC's and the STDPC's Charter. This will confirm the establishment of our committee by Secretary Cohen and should assist with obtaining new participation. Discussion followed and various committee member indicated points of contact that they would pursue. Those needing assistance can contact Bill Calvert who will utilize his position of Chair to assist.
5. The STDPC committee reviewed comments submitted through the PSHPC regarding the STDPC Charter. The comments, provided previously as a read ahead, were incorporated. The members present added to the Organization, under Interested Parties, "Preventive Medicine and Infectious Diseases". Additionally, the committee changed the first word, under Scope of Activity, items 2 and 6, to "Facilitate". The original wording was "Provide" and "Evaluate", respectively, which the committee felt was not realistic for the STDPC. This updated Charter will be forwarded to the PSHPC for final comment, if any, and signature.

6. The STDPC committee reviewed comments submitted through the PSHPC regarding the STDPC Action Plan. The comments, provided previously as a read ahead, were incorporated. It was noted to the committee that the PSHPC reviewed an older draft of the plan than expected. Working from the STDPC latest Action Plan, the group incorporated and/or assured that the comments provided to the older version were reflected in the most current version.

The STDPC members remain concerned regarding measuring a decreased incidence in STDs. This concern stems from the committee's incomplete knowledge regarding current surveillance reporting amongst the services. As a result, the STDPC felt it was imperative that a goal be added to the first section pertaining to decreased burden of STDs. Therefore, the goal, 'Identify and evaluate existing surveillance tools' was added with "Complete a review of existing tools" as its corresponding metric. This updated Action Plan will be forwarded to the PSHPC for final comment, if any, and signature.

7. Other new action items were covered. The STDPC was asked to be prepared to discuss the needs for sub-committees to address portions of the Action Plan in detail. During the next meeting of the STDPC, committee members will act on the need for subcommittees and chairpersons for each.
8. Major Wiltsie indicated this would be her last meeting. She will be changing her duty station to go overseas. Her replacement should be representing her at upcoming meetings.
9. Bill Calvert, Co-Chair, discussed appointment of Terry Trobaugh to serve as Secretary of the STDPC. In this capacity, Ms. Trobaugh will record the minutes and assist with meeting arrangements. The committee members agreed pending Ms. Trobaugh's acceptance upon her return from leave.
10. The STDPC entered into roundtable discussions. Noteworthy was the offer from LCDR Ludwig, USCG, to Henry M Jackson Foundation (HMJF) of the willingness to work together on HMJF HIV projects.
11. The STDPC members present have set the next 2 dates to meet:
 - Thursday, September 9th at 0930 EST at BUMED, Washington DC.
 - Thursday, October 7th, time and place to be announced.

The purpose of setting 2 dates in advanced was to encourage attendance by booking meeting well in advance. Several members indicated that a one month advanced date is difficult to schedule. The STDPC is hopeful that maintaining dates 2 months in advance will facilitate attendance. While the October date is set, we will address the location at the September meeting. The STDPC is willing to travel to sites such as San Antonio, Baltimore or San Diego to support our members in those locations. Our goal is to encourage and support as much participation as possible!

12. The meeting adjourned at 1330.

Minutes taken by:

Bill Calvert

Co-Chairman, STDPC