

## SC Teleconference – April 27, 2001

**Present:** Linda Dunakin; Susan Essock; Yvette Sangster; Bonnie Schell; Gregory Warren Nancy Erwin; Gail Glenn; Greg Teague; Brian McCorkle; Kathy Clegg; Patrick Corrigan; Lorraine Keck; Ruth Ralph; Zahira DuVall; James Scott; Mark Salzer; Joseph Rogers; Terrance Means; Jeanie Whitecraft; Tom Summerfelt; Sita Diehl; Louetta Hix; Matt Johnsen; Jean Campbell; Rita Adkins; Brian Yates; Jeff Merrill; Michelle Hill; Crystal Blyler

### Agenda:

#### Research Sub Committee

(Greg/Matt/Brian)

##### Baseline analysis groups

Teams are set-up and awaiting Cost Center to publish schedule of the next 16 months.

##### Proposal for Research F2F meeting

- Purpose of the meeting will be to move ahead on the hypotheses development.
- Crucial issue is to continue working on defining the study hypotheses - narrowing things down and articulating longitudinal analysis strategy.
- Potential dates will be submitted to committee for consideration: July 12-13, 20, or 24-27.

##### Critical incident ad hoc group

(Bonnie)

**The following recommendations were presented and passed.**

- **Members of the CAP and willing researchers compose a joint letter to Dianne Cote acknowledging her substantial and unique contribution to the multi-site study. Individual people will sign the letter; no suggestion will be made that the letter represents the viewpoint of the CAP or COSP as a whole. Zahira has agreed to collect statements.**
- **Steering Committee commission a planning group to organize a mini F2F meeting immediately before or after the next sub committee meeting within the next four months. Conduct a broad-based, facilitated discussion about experiences in COSP to enhance helpful communication and build trust. Dr Munz will be asked to recommend a facilitator. Sites may decide on an individual basis whether they wish to contribute money for this activity out of their site grant funds. Attendance at the facilitation will be voluntary. Bob Glover was also suggested by the group as a possible facilitator.**
- **Discussion and clarification from CMHS regarding the roles of the SC, CC, and Federal Staff. To prevent future disappointments. Mike English volunteered to have a teleconference with anyone interested to clarify roles. The subgroup will get together to prepare specific questions for Mike and plan the call. They will cc Betsy and Crystal on their communications with Mike so that they can alert Mike to their importance.**
- **List the needs for technical and human support, seek further observations/input from researches and administrators, for use in designing future studies. CMHS would welcome this type of input and encourages COSP participation in a meeting of all of the multisite studies that is to take place within the next two years regarding how multisite studies should be designed in the future.**
- **Channel the following recommendation to the CI Sub Committee for review: include CI Book Chapter that examines the similar and different perceptions, behaviors and reactions of researchers and consumer-providers.**

- **Recommend that a working group/committee be asked to define a Qualitative Study on the COSP experiences for advice and discussion from the SC. The working group will also look into how such a study could be funded, including looking into a sole-source (unsolicited) contract proposal to CMHS (Crystal to provide contact information) and applications to other grant foundations, such as the Robert Wood Johnson Foundation. The group expressed a desire for such a study to be designed quickly, and Crystal suggested that it would be good to get any sole-source proposals to CMHS before August, as money sometimes become available at the end of the fiscal year.**

## **Other Issues**

(Brian/Crystal)

### **Cost Data Submission**

The Coordinating Center has prepared a list of overdue and other data needed from the sites for the cost study. The CC will be speaking with each site about what is needed; although some sites have more left to do than others, all sites still owe some type of data on the cost study. Sites are encouraged to work with Brian and Danyelle to submit the data and information as soon as possible so that the cost study does not get too far behind the rest of the study. There is money available in the CC budget for site visits if assistance is needed or problems occur with data. Brian stated that one type of information missing from a lot of sites in date of last attendance. The drop-in sites will not be able to fill this information in until the end of the last follow-up. Sites that cannot provide items of data on schedule should let the CC know details about why the data cannot be submitted on time, how they plan to resolve the problems, and a target date for when they think they will be able to submit the data.