

**Sickle Cell Task Force
Meeting Minutes
November 26, 2019
9:00 a.m.**

**Brown-Heatly Building, Public Hearing Room
4900 N. Lamar Blvd, Austin, TX 78751**

Table 1: Sickle Cell Task Force member attendance at the Tuesday, November 26, 2019 meeting.

MEMBER NAME	IN ATTENDANCE
Dr. Titilope Fasipe	By Phone
Dr. Melissa Frei-Jones	By Phone
Dr. Michelle Mackey	By Phone
Dr. Alecia Nero	By Phone
Ms. Tonya Prince	Yes
Ms. Marque Reed-Shackelford	By Phone
Ms. Alysian Thomas	By Phone

Table 2: Sickle Cell Task Force guest attendance at the Tuesday, November 26, 2019 meeting.

GUEST NAME and Organization	IN ATTENDANCE
Katelyn Caldwell, Rep. Jarvis Johnson	Yes

Agenda Item 1: Welcome and Introductions

Mr. David Martinez, Unit Director, DSHS, Newborn Screening, convened the first meeting of the Sickle Cell Task Force at 9:02 a.m. Mr. Martinez introduced himself and requested members introduce themselves.

Agenda Item 2: Task Force Logistical Announcements

Mr. Martinez turned the floor over to Ms. Stephanie Gutierrez, HHSC, Advisory Committee Coordination Office, to read logistical announcements and announced a quorum. Ms. Gutierrez requested staff and members in the public introduce themselves.

Agenda Item 3: Task Force Member Orientation

Mr. Martinez reviewed the PowerPoint and handout, *Sickle Cell Task Force Member Orientation*.

Ms. Gutierrez called roll to ensure all members were on the call and in person for the Public Information Act Training. Ms. Gutierrez introduced and turned the floor over to Mr. Jonathan Miles, HHSC, Legal Services Division. Mr. Miles reviewed the PowerPoint and handout, *Texas Public Information Act Texas Government Code Chapter 552*.

Ms. Gutierrez called roll to ensure all members were on the call and in person for the Open Meetings Act Training. Mr. Martinez introduced and turned the floor over to Ms. Kym Oltrogge, HHSC, Associate Director of Policy, Office of Chief Counsel. Ms. Oltrogge reviewed the PowerPoint and handout, *Open Meetings Act Training* and the handout, *Sickle Cell Task Force*.

Mr. Martinez turned the floor over to Ms. Gutierrez for the Advisory Committee Coordination New Member Orientation. Ms. Gutierrez referenced the PowerPoint and handout, *Advisory Committee Coordination Office*.

Agenda Item 4: Review Sickle Cell Task Force Bylaws

Mr. Martinez turned the floor over to Ms. Gutierrez to review the bylaws. Ms. Gutierrez referenced the handout, *Sickle Cell Task Force Bylaws*.

Members discussed:

- Having more time to adequately review the bylaws

It was determined that members would adopt the bylaws at the next meeting.

Agenda Item 5: Review of Presiding Officer Election Procedure

Ms. Gutierrez read the Procedure for Election of Officers and Officer Election Process in its entirety.

MOTION: Dr. Melissa Frei-Jones made a motion to adopt the Officer Election Procedure. Ms. Alysian Thomas seconded the motion. The motion carried unanimously with no objections or abstentions.

Ms. Gutierrez announced that the Officer Election will take place at the next meeting for Chair. Ms. Aimee Millangue, DSHS, Newborn Screening Unit, stated members can submit nominations as soon as they wish for Chair of the Sickle Cell Task Force. Members can submit edits or additional information to their biography for distribution to the Task Force.

Agenda Item 6: Public Comment

No public comment was made.

Agenda Item 7: Future Agenda Items/Next Meeting Date/Adjournment

Mr. Martinez opened the floor for discussion of agenda items for the next meeting.

Mr. Martinez announced the future meeting dates are:

- February 27, 2020
- May 29, 2020
- August 31, 2020

Members discussed:

- Bylaws
- Officer Election for Chair
- Review and approve November 26, 2019 meeting minutes
- Inviting presenters to address the other recommendations made in the 2018 Sickie Cell Advisory Committee report, including Sickie Cell awareness campaigns and partnering with Medicaid, Medicare, Managed Care Organizations, and Accountable Care Organizations.
- The status of surveillance data for the state of Texas
- Having a presenter discuss long term follow-up
- How to make the public aware of future meetings
 - Members will send organization names and contact information to the program for meeting notification distribution

Mr. Martinez adjourned the meeting at 11:47 a.m.

Webcast: <https://texashhsc.swagit.com/play/11262019-1175>