

**51st Meeting of the
Pacific Island Health Officers Association
November 14 – 18, 2011
Honolulu, Hawaii**

Theme: “From Consensus to Action: Operationalizing the NCD Crisis Response”

Purpose: The 51st PIHOA meeting will continue to address the mandates of PIHOA Resolution 48-01, Declaring a Regional State of Health Emergency due to the Epidemic of Non-Communicable Diseases in the United States Affiliated Pacific Islands. The **purpose** of the meeting is to assist PIHOA members, including health agencies and affiliating regional associations, with translating down into concrete community action the NCD policy mandates recently issued from diverse leadership bodies such as the Micronesian Chief Executives Summit, the Association of Pacific Island Legislatures, the Traditional Leaders Conference, the Pacific Ministers Meeting, the Pacific Islands Forum, the World Health Assembly of the WHO, the UN High-Level Summit on NCDs, and PIHOA itself. To this end, participants will develop a regional “mobilization framework” that will provide the structure for coordinating, implementing, monitoring and evaluating a regional NCD road map.

Objectives:

1. Finalize the Regional NCD Road Map for the USAPI/PIHOA Member States begun at the 50th PIHOA meeting, March 29th through April 1st, in the Republic of Palau.
2. Assist PIHOA Affiliate Members and Health Agencies with developing and/or strengthening NCD mobilization plans that clearly identify their role, commitments and action that address the NCD epidemic, locally and regionally.
3. Complete a three year PIHOA strategic plan which clearly identifies PIHOA’s role in the larger Regional Road Map for NCDs.
4. Prepare chief health officers and other PIHOA members to identify, and successfully advocate for the passage of, NCD-related policy and regulations based on best practice and current research.

Day 1: Monday, November 14, 2011 – CLOSED SESSIONS (open plenary sessions begin at 12:30 PM)

PIHOA BOARD MEETING (Kou Room)

- 8:30 **Welcome** PIHOA President, Dr. Stevenson Kuartei
Facilitator
- Chief Health Officers Roundtable Discussion** – PIHOA Board Only & Executive Director only
Purpose: Provide each PIHOA Member an opportunity to discuss and/or resolve issues that most concern him or her. Issues may include, for example, local challenges for which the health officer seeks advice from peers; regional matters requiring coordination, clarification or leadership; organizational (PIHOA) concerns; or professional development. We ask that each PIHOA member identify at least one or more issues that they wish to discuss with members.
- 11:00 **PIHOA Business Meeting / Working Lunch** (unfinished business to be continued on Thursday afternoon) – PIHOA Board and Staff
- * Executive Director’s Report
 - * Finance Report
 - Auditor’s Report (on PIHOA First formal Financial Audit)

- * Draft PIHOA Strategic Plan
- * Draft PIHOA Resolution on Neglected Tropical Diseases
- * Next Micronesian Chief Executives Summit, Kosrae, FSM
- * DOI-funded Dialysis Assessment (and NCD Economic Analysis)
- * Hiring of two positions: HIS Coordinator and Project Administrator: Status
- * New Proposed Terms of Reference for PHII Technical Working Group
- * Executive Director's Evaluation (Executive Session)

AFFILIATE COUNCIL MEETING (Honolulu Room)

- 8:30 **Welcome / Introductions** Pacific Chronic Disease Coalition & Facilitator
- 9:00 **Workshop on Presentations and Effective Goals and Objectives** Facilitator
 The purpose of this session is to 1) increase understanding and familiarity among participants and 2) give participants an opportunity, in small groups, to practice and strengthen their presentations and the strategies and actions their association will contribute to the Regional NCD Road Map. We are asking that presentations be limited to ten minutes, that they be concise, effective and, if possible, entertaining, and focus primarily on the association's NCD role, objectives and actions, rather than more general information about the association. Please focus on your association's contribution to the Regional NCD Road Map.

11:30 **Lunch**

OPEN PLENARY SESSION (Kona Moku Ballroom)

- 12:30 **Welcome and Opening Remarks** The Honorable Stevenson Kuartei
 PIHOA President, Palau Minister of Health
- Recap / Outcomes of 50th PIHOA Meeting** Michael Epp, PIHOA Executive Director
- Expectations / Outcomes of 51st PIHOA Meeting** Brad Sperber, Facilitator
 Elements of a successful Road Map
- The Journey to Now:** TBD
 What has happened since the Emergency Declaration? What has been achieved?
- After the Emergency Declaration, then What? Mobilization Frameworks** Brad Sperber
 What is a "mobilization framework"?
 Why a "mobilization framework"?
 What are principles of an effective "mobilization framework"?
- 2:00 **Break**
- PANEL DISCUSSION: EXAMPLES OF MOBILIZATION FRAMEWORKS**
 NCD Collaboratives Pacific Chronic Disease Coalition
 Adapting the Incident Command System to NCDs Republic of Palau
 USAPI Cancer Programs Cancer Council of the Pacific Islands

Next Steps

Brad Sperber, Facilitator

Are there are mobilization frameworks that should be considered?

How do we agree upon and finalize a mobilization framework by the end of the 51st PIHOA meeting?

5:00 **Finish**

Report Out to Association Members:

Association Representatives will be asked to report daily, by email, to their membership, on each day's outcomes. There will be five laptops connected to the internet, for representatives to send out their updates.

Day 2: Tuesday, November 15, 2011 – OPEN SESSIONS (Kona Moku Ballroom)

8:30 **Recap of Previous Day / Overview of Today**

Facilitator

Affiliate Reports / Action Steps for NCDs

PCDC & Facilitator

Purpose:

- Clarify/define respective roles of Affiliate Associations in a Regional "Mobilization Framework" for NCDs
- Identify Affiliate actions and strategies for inclusion in the Regional NCD Road Map

Leading questions for each Affiliate Organization

1. ***Your role:*** *What role do you see your members and your association playing in NCD response? What do other groups need to understand about the role of your members and/or association in NCD response?*
2. ***Your contribution:*** *Please give a brief overview of the NCD-related actions and strategies that your association intends to undertake over the next few years.*
 - *What will be your association's contribution to the Regional NCD Road Map?*
 - *How do NCDs factor into the strategic direction or plan for your association*
3. ***Requirements for Success:***
 - *In general: What needs to happen to ensure that your members and association are prepared to play the role they have identified for themselves in NCD response? What resources (financial, technical, etc..) will you need?*
 - *And more specifically: What do your members and association need from the other affiliate groups (doctors, ministers, behavioral health professionals, nurses, laboratorians, etc...) to do their job effectively?*

Leading questions for participants listening to Affiliate presentations

- *Is there a role for this association which it might not have considered?*
- *Are their linkages and collaborative opportunities with other associations that might strengthen their strategic response?*
- *Are there other issues or considerations that might help the presenting association strengthen its response to NCDs?*
- *Across associations, are there overlaps, duplication, or too many resources clustered in one area and not enough in other areas?*

Panel 1: Disease / Care Specific Associations

- Pacific Chronic Disease Coalition

- Cancer Council of the Pacific Islands
- Pacific Partners for Tobacco Free Islands
- Pacific Islands Primary Care Association
- Open Discussion

Panel 2: Health Professional Associations

- Pacific Basin Medical Association
- American Pacific Nursing Leaders Council
- Northern Pacific Environmental Health Association
- Open Discussion

12:00 Lunch

PIHOA Board Lunch with Loretta Fuddy, Director, State of Hawaii Department of Health

Panel 3: Health Professional Associations (continued)

- Association of USAPI Laboratories
- Association of USAPI Pharmacies
- Open Discussion

Panel 4: Education / Health Workforce Development

- Pacific Resources for Education and Learning
- Pacific Post-Secondary Education Council
- Public Health, Nursing and Nutrition Educators
- Open Discussion

Facilitated Discussion:

Brad Sperber, Facilitator

Recap of the day, looking forward to a “mobilization framework”.

5:00 Finish

Report Out to Association Members:

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6:30 PIHOA Hosted Dinner at Restaurant: 3660 On-The-Rise

Day 3: Wednesday, November 16, 2011 – Open, Plenary Session (Konu Moku Ballroom)

8:30 Recap of Previous Day / Overview of Today

Facilitator

Panel 5: Other PIHOA Priorities

- USAPI Performance Improvement / QA Managers (QA/PIM)
- Health Information Systems Swat Team (HIS)
- Open Discussion

Facilitated Discussion:

Facilitator

How do we effectively organize, as a region, for sustained implementation, monitoring, and evaluation of the NCD Road Map? What is our “mobilization framework” and how will it work? What are key issues and questions that need to be resolved? Who is responsible for what?

12:00 **Lunch**

PIHOA Board Lunch with Herb Schultz, Regional Director, US Department of Health and Human Services, Region IX

1:00 **NCD POLICY AND LAW WORKSHOP,**

Objective: 1. Prepare Chief Health Officers to identify the essential components of an NCD policy package for their jurisdictions, by providing a clear overview of what measures are really known to be effective. 2. Prepare Chief Health Officers to work in partnership with their Executive and Legislative leaders to secure adoption of essential NCD policies and laws.”

Why Policy? The importance and effectiveness of protective interventions

The purpose of this session is to demonstrate the current value, evidence and data behind policy and regulatory (“protective”) interventions.

The “Health in all Policies” Approach: An Overview

NCD Policy: Interventions: CDC Public Health Law Program

The purpose of this session is to provide Chief Health Officers and meeting participants with a comprehensive overview of the current range of law and policy interventions relevant to an effective NCD response. The overview will include an analysis of the effectiveness of various interventions based upon available research; a brief evaluation tool for Chief Health Officers to use when considering policy interventions; a ranking of interventions using key criteria such as cost, effectiveness, and degree of difficulty; components and features of a comprehensive and unified approach to NCD policy and law (versus a piecemeal approach); and contact information, websites, experts, and other resources immediately available to assist Chief Health Officers with their NCD policy and law priorities. The presentation will have a special emphasis on NCD Policy & Law in low resource island settings.

5:30 **Finish**

Report Out to Association Members:

Association Representatives will be asked to report daily, by email, to their membership, on each day’s outcomes. There will be five laptops connected to the internet, for representatives to send out their updates.

6:00 **Facilitators convene** to assemble Regional NCD Roadmap from outcomes of previous three days

Day 4: Thursday, November 17, 2011 – Open, Plenary Session (Konu Moku Ballroom)

8:30 **Recap of Previous Day / Overview of Today**

Facilitator

Facilitated Discussion: Developing consensus for a Mobilization Framework

Presentation of Draft Regional NCD Roadmap. Outline:

- A) Exposition of the problem, and declaration of the state of emergency
- B) Background characteristics of the region
- C) Recommendations from the 50th PIHOA meeting, summary of the Nadi declaration and any similarly authoritative and relevant statements
- D) The mobilization framework
 - a. Organizing structure and key roles (including leadership plan)
 - b. Specific roles and commitments of key partners (including PIHOA, affiliate organizations, and others as appropriate)
 - c. Plan for implementation
 - d. Plan for communication
 - e. Plan for monitoring and evaluation

12:00 **Lunch**

NCD POLICY AND LAW WORKSHOP (CONTINUED)

1:00 **Country Presentations – 15 minutes each – Guam, FSM, Palau, RMI, CNMI, American Samoa, and the State of Hawaii**

Objective: 1) Understand that NCD policy climate and priorities of each jurisdiction; 2) Identify and share promising practices and lessons learned; 3) inform the CDC, WHO and PIHOA Secretariat of country-specific technical assistance needs; 4) identify opportunities for regional collaboration. Suggested questions:

- What has already been implemented?
- What are your objectives for NCD policy and law over the next two years?
- What are some best practices and success stories in implementing NCD policy and law in your jurisdiction?
- What are some of the lessons learned in implementing NCD policy and law, which you have learned from successes or failures in this area?
- What kind of support and/or technical assistance do you need from outside entities to ensure that you meet your two-year goals for NCD policy and law?

Next Steps – Facilitated Discussion

Objective: 1) identify appropriateness, objectives, timeline, and participants, for an NCD policy and law summit for Chief Health Officers, Presidents & Governors, Legislators, and Traditional Leaders, focused on increasing the political will and the local capacity for passing effective packages of NCD Policy & Law in each jurisdiction; 2) secure technical assistance from development partners, in response to country-specific needs (local policy workshops focusing on one or two issues; model legislation; ongoing legal advice for local legislators; etc.); 3) advise the PIHOA Secretariat on exactly how it should build its capacity to support the new organizational priority (policy) identified by the PIHOA Board during the 50th PIHOA meeting in April 2011: What role should PIHOA play in policy? What kind of infrastructure and capacity does the PIHOA Secretariat need to develop? (Issue Brief to be developed to assist with identifying options and informing discussion)

4:00 **Evaluation of Meeting**

Report Out to Association Members:

Association Representatives will be asked to report daily, by email, to their membership, on each day's outcomes. There will be five laptops connected to the internet, for representatives to send out their updates.

4:00 **CLOSED BOARD MEETING: Meet with special guests – (Kou Room)**

- Dr. Albert Terrillion, Association of State and Territorial Health Officials

5:00 **Finish**

Day 5: Friday, November 18, 2011 – CLOSED SESSION (Kou Room)

8:30 **PIHOA Strategic Planning**

5:00 **Finish**