



*Extending Our Reach,
Enhancing Our Results*

**2003
PUBLIC HEALTH
DISTANCE LEARNING
SUMMIT**

San Diego Marriott Hotel & Marina
San Diego, California
November 4-6, 2003



Goals

To provide a forum through which public health Distance Learning Coordinators (DLCs):

- Acquire competency-based knowledge and skills for enhanced Public Health Training Network (PHTN) systems performance
- Share best practices, new models, and lessons learned
- Energize the network of PHTN/DLC peers and partners
- Learn effective ways to identify and reach new audiences for PHTN programs
- Network with DLC peers - regionally, nationally, and globally

Audience

- Public health DLCs in academic, clinical, governmental, and non-governmental settings
- Public health training staff
- Other interested partners, e.g., ASTHO, NACCHO, ASPH, NLTN, CSTE, Academic and other Centers for PH Preparedness, etc.

Pre-Summit Session ♦ November 3 ♦ 7:00-9:15 PM

If you've been a DLC for less than a year, maximize your Summit experience by registering to attend ***Distance Learning 101***, an orientation for new DLCs.

Target: New DLCs, DLC Team Leaders. Open to all DLCs who are interested.

DLC Day ♦ November 4 ♦ 8:30 A.M.-5:00 PM

This is an opportunity for DLCs to meet with CDC PHTN staff.

Goals:

- Brief DLCs on current issues related to public health workforce development
- Update DLCs on PHTN field operations
- Share successes and challenges
- Engage in strategic thinking and planning
- Review and discuss the DLC competency model

Target: State and global DLCs, their key operational staff, and CDC staff *only*.

Competency-Based Workshops ♦ November 5

These workshops are an opportunity to receive instruction based on the DLC Competency Model developed by CDC, in collaboration with distance learning coordinators. There are two opportunities to choose from four concurrent sessions.

General Day ♦ November 6

Thursday includes an opportunity to network and dialogue with members of the public health training community in your region of the country, as well as a "Lunch & Learn" which includes three mini sessions.

Hotel Reservations ♦ Cut-Off Date is October 13

A block of sleeping rooms has been reserved for the summit at the **San Diego Marriott Hotel & Marina** (<http://www.marriott.com/epp/default.asp?MarshaCode=SANDT>), 619-234-1500, located at 333 West Harbor Drive, San Diego, California 92101. **If you are the recognized state PH DLC and CDC is funding your travel, please indicate this on the attached form; please do not make your own hotel reservations.** All other individuals should make their room reservations directly with the hotel at 619-234-1500. **Please identify yourself with the “CDC Distance Learning Summit”** in order to obtain the group rate at the prevailing Government Per Diem (currently \$110, single or double) plus tax (\$118.94, incl. tax). **The reservation cut-off date is October 13, 2003.** Check-in is 4:00 p.m. and check-out is 12:00 noon. A credit card is required to guarantee the reservation. Deposits are fully refundable if the room is cancelled 72 hours prior to arrival – be sure to get the cancellation number if you do cancel. The group rate will be extended for all participants for up to 3 days before and/or after the Summit dates on a space available basis.

Ground Transportation

The hotel is approximately 10 minutes from San Diego International Airport (www.portsofsandiego.org). Public transportation from the airport to the hotel costs approximately \$8-10 for a taxi. Express Shuttle service is also available for \$5 one way. Parking is \$16/day for hotel guests. If you have additional questions on ground transportation, please contact the San Diego Marriott Hotel & Marina Concierge at 619-234-1500.

Exhibitors

Exhibitors: CDC is inviting exhibitors to participate in the 2003 Public Health Distance Learning Summit. Invited participants include:

- Public health distance learning coordinators in academic, clinical, governmental, and non-government settings;
- Public health training staff; and
- Other interested partners, e.g., ASTHO, NACCHO, ASPH, NLTN, CSTE, Academic and other Centers for PH Preparedness, etc.

If you are interested in exhibiting, please complete the attached Exhibitor Registration Form and return it **no later than October 22.**

Exhibit schedule:

- *Move in:* Tuesday, November 4 from 8 am – 11 am
- *Exhibits open:* Tuesday, November 4 from 12 pm to 6 pm
Wednesday, November 5 from 7 am to 6 pm
Thursday, November 6 from 7 am until 11:30 am
- *Move out:* Thursday, 11/6 from 11:30 am – 1 pm

Sponsorships: In an effort to provide support for the success of this program, The Graduate School, USDA is accepting inquiries for those interested in providing sponsorship. Sponsorship categories include: food and beverage breaks; lunch; evening reception; conference tote bags; and luggage tags. Sponsors will receive recognition in the final Summit program, signage at the Registration Booth, and an announcement of appreciation during the General Session. Sponsors are welcome to provide signage at the entrance to the room(s) in which sponsor services are provided. Please contact Sharon Barcellos at (202) 314-4714 if you are interested in providing support through sponsorship at this Summit.

Preliminary Agenda-at-a-Glance

Monday, November 3 Pre-Summit

7:00-9:15 pm **Distance Learning 101** - An introduction to distance learning systems, the PHTN, and the state DLC position. This session is especially for new DLCs, but everyone is welcome!
NOTE: There is no separate fee for this session but you must register for it.

Tuesday, November 4 DLC DAY

(State DLCs, their key operational staff, and CDC staff only)

8:30-9:15 am Welcome & Overview
9:15-9:30 Introduction of New DLCs
9:30-10:45 Round Robin Introductions
10:45-11:00 BREAK
11:00-11:30 DLC Portal Update
11:30-12:00 pm DLC Competency Model
12:00 **EXHIBITS OPEN**
12:00-1:00 LUNCH - CDC *Terrorism Preparedness and Emergency Response: The Critical Role of Education in National Preparedness*, Lynn Steele, MS, CIC, Senior Advisor, Education and Training, Terrorism Preparedness and Emergency Response, Office of the Director, Centers for Disease Control and Prevention
1:00-2:00 Strategic Planning Discussion
2:00-3:00 CE: Is It Worth It?
3:00-3:15 BREAK
3:15-4:00 Working with All BT Focus Areas
4:00-5:00 LMS Panel Discussion/Demos
6:00-9:30 DLC Networking Dinner

Wednesday, November 5 Competency-Based Workshops

9:30-10:00 am Welcome from CDC: Dr. Suzanne Smith, Acting Director, Public Health Practice Program Office, Centers for Disease Control and Prevention
10:00-11:00 OPENING KEYNOTE: *Beyond the Distance Learning Honeymoon: Turning Joyous Promises into Meaningful Performance*, Dr. Allison Rossett, Professor of Educational Technology, San Diego State University
11:00-11:15 BREAK
11:15-1:15 pm Concurrent Competency-Based Sessions
 Building Training Evaluation Capacity: Step By Step
 Using Tabletop Exercises and Drills to Reveal Training Needs
 The Perils and Perks of Partnerships
 Extended Reach, Enhanced Results: True Stories
1:15-2:15 LUNCH ON YOUR OWN
2:30-4:30 Concurrent Competency-Based Breakout Sessions
 Building Training Evaluation Capacity: Step By Step
 Using Tabletop Exercises and Drills for Needs Assessment Purposes
 The Perils and Perks of Partnerships
 Extended Reach, Enhanced Results: True Stories

Thursday, November 6 General Day

9:00-11:00 am Regional Round-Up to share best practices and challenges
11:30 **EXHIBITS CLOSE**
11:30-1:15 pm LUNCH & LEARN with 3 mini sessions—
 California Distance Learning Health Network
 Academic Centers for Public Health Preparedness
 Project Public Health Ready
1:30-2:45 CLOSING KEYNOTE: *The Future of Distance Learning*, Dennis McDowell, Director, Division of Professional Development and Evaluation, Public Health Practice Program Office, Centers for Disease Control and Prevention
3:00-5:00 Team Leader Wrap-Up (*DLC Team Leaders and CDC DPDE Staff only*)

2003 Annual Public Health Distance Learning Summit REGISTRATION FORM

Please print. Submit registration no later than October 24, 2003.

First Name	MI	Last Name
Name as it should appear on nametag		
Title	Organization	
E-mail		
Mailing address		
City	State	Zip
Work Phone	FAX	Home Phone

Indicate your primary role

- Recognized State Public Health DLC
 - I do not have state funds available and require travel funds from CDC to attend the Summit. (If you fall into this category, please complete the registration form immediately and fax it to the number below. You will receive a reply with detailed steps for making your travel arrangements. DO NOT make hotel reservations or travel arrangements.)
 - I DO NOT require travel funds from CDC to attend the Summit.
- Academic DLC
- Global DLC (DLC from outside the USA)
- Local DLC
- Public Health Training Staff
- Focus Area G Lead
- Additional exhibitor
- Other (please specify) _____

Check if applicable

- I plan to attend DL101 (orientation for new DLCs and other interested DLCs)
- I plan to attend DLC Day (for state DLCs and their key operational staff *only*)

Registration for Sessions

Once you have submitted your Summit Registration Form, you will be provided with a URL through which you will register for the November 5 concurrent sessions.

Payment Information

Registration Fee: \$200 (not required for Recognized State Public Health DLC or Global DLCs)

<u>Form of Payment</u>	
Credit Card: <input type="checkbox"/> Visa <input type="checkbox"/> Master Card <input type="checkbox"/> Diners Club <input type="checkbox"/> American Express	
Credit Card Number _____	Expiration Date _____
Cardholder Name _____	Signature _____
<input type="checkbox"/> Check attached (payable to Graduate School, USDA) <input type="checkbox"/> Purchase Order/Training Authorization attached	

Mail or FAX your registration by 10/24 to: Sharon Barcellos
 Graduate School, USDA
 600 Maryland Ave., SW
 Washington, DC 20024
FAX (202) 479-6801

Direct questions regarding registration to Sharon Barcellos at (202) 314-4714.

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EXHIBITOR REGISTRATION FORM

Exhibiting Organization	
Address	
Organization Representative	
Title	E-Mail
Phone	FAX

Brief description of exhibit to go into the program:

Additional Exhibitor Registrations

Exhibit registration includes one Summit registration to attend sessions on Wednesday and Thursday. Please use the Summit Registration Form to register additional exhibitors for the Summit.

Deadline

Final day to submit a registration to exhibit is October 22.

Check applicable boxes to determine payment

- 10 X 10' space \$500 Includes: pipe and drape in blue; one 8' draped table; 2 chairs; trash can
 20 X 20' space \$750 Includes: pipe and drape in blue; one 8' draped table; 2 chairs; trash can

Payment Information

<u>Form of Payment</u>	
Credit Card: <input type="checkbox"/> Visa <input type="checkbox"/> Master Card <input type="checkbox"/> Diners Club <input type="checkbox"/> American Express	
Credit Card Number _____	Expiration Date _____
Cardholder Name _____	Signature _____
<input type="checkbox"/> Check attached (payable to Graduate School, USDA)	
<input type="checkbox"/> Purchase Order/Training Authorization attached	

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