

Date: December 12, 2003

To: National Children’s Study Advisory Committee (NCSAC) Members and Working Group Members

Subject: Instructions for NCSAC Related-Activities at the December 15–16, 2003 Meeting

From: National Children’s Study Executive Committee

This working meeting of the National Children Study Advisory Committee (NCSAC) has several goals related to improving communication between the Advisory Committee and the Working Groups (WGs). Primarily, the meeting has been structured to allow opportunities for the NCSAC and WG members to discuss the most recent ICC Subcommittee draft, dated 12/10/03 and entitled: *“Improving Children’s Environmental Health with High Quality Science Formulating Hypotheses and Study Design.”*

The breakout sessions, which will be conducted similar to those held during the September meeting, will begin Monday afternoon after the lunch break. Attachment I to this document includes a list of Working Groups and their designation to each of the thematic areas. These assignments are based on draft priority outcomes. The following NCSAC members have been designated as lead facilitators to each of the thematic breakout sessions:

Don Dudley	Pregnancy outcome
Alan Fleischman	Injury
Grace LeMasters	Asthma
Deborah Phillips	Neurodevelopment and behavior
Bob Michaels	Obesity and physical development

Meeting participants should focus on a full and complete review of themes and hypotheses that are included in the ICC document (copies of this document will be provided at the sessions). Further, a working dinner will be held Monday evening to allow additional time for the NCSAC Members and WG Co-Chairs to continue discussions relating to the current themes and Study hypotheses. Notetakers will be provided at all of the sessions and the dinner to help capture discussions.

We’re hopeful that participants will use these breakout sessions as an opportunity to discuss:

- Adequacy of the thematic areas suggested by the Interagency Coordinating Committee (ICC)
- Concerns about existing ICC hypotheses
- Responses to Study Design Working Group (SDWG) comments or additions to SDWG comments on the ICC themes and hypotheses
- Questions from the NCSAC and ICC
- Increased specificity about exposures and how and when they are measured
- Increased specificity about outcomes and how and when they are measured
- Identification of gaps in the current hypotheses
- Identification of health or healthy development within each of the themes and Working Group areas.

Breakout sessions should provide opportunities for participants to:

- Discuss the proposed themes and working hypotheses developed by the ICC to:
 - Possibly modify existing themes
 - Consider additional themes
- Identify gaps in hypothesis, and/or:
 - Consider modifying hypothesis
- Prioritize exposures of concern and consider:
 - What are they, what media will be measured
 - How and when will the exposure be measured
 - How to and should these exposures be measured
- Prioritize outcomes
 - Consider how and when should these outcomes be measured
 - Discuss how to define health and healthy development within each theme and hypothesis.

Participants will work to establish long-term goals for the coming months for each of the Working Groups as follows:

- Develop a work plan to finalize the activity above by the March Advisory Committee Meeting
- Discuss plans to present the work completed at the March 4–5 Advisory Committee Meeting, to be held in Bethesda, MD
- Enable NCSAC Members to recommend themes and hypotheses to Dr. Alexander in March 2004.

Ultimately, the goals of the breakout sessions should include discussion concerning:

- How and when will the exposure be measured
- Developmental periods of concern
- Outcomes that should be considered
- Developmental or life stages at which those outcomes are evaluated
- Highest priority foci for themes and hypotheses
- Collaboration needed across Working Groups for needed hypotheses synthesis
- Considerations relating to Healthy Development

Following is the proposed Framework for the Agenda for the December 2003 NCSAC meeting:

Monday Morning

- Brief reports from the Program Office and the ICC
- Presentation and Discussion of positive health framework
- Miscellaneous presentations and updates.

Monday Afternoon

- Breakout into 5 thematic sub groups
 - Pregnancy outcome
 - Neurodevelopment and behavior
 - Injury
 - Asthma
 - Obesity and physical development
- Continue work in thematic sub groups
- Work to develop guidance for each Working Group
- Develop goals and clearly defined guidance of how the further work performed by the WGs will be utilized in the March and June Meetings

Monday Evening Working Dinner: NCSAC Members and WG Co-Chairs

- Are the 5 current thematic areas sufficient for the Study?
- Are there gaps or needed themes?
- Progress on review of hypotheses within assigned thematic area

Tuesday Morning: NCSAC Plenary Session

- Summary of Thematic Groups
- Discussion of Timelines

A final agenda will be provided at the December 15–16 meeting.

Attachment I

Breakout sessions for the December 2003 NCSAC Meeting are based on draft priority outcomes. The individual whose name is highlighted in **bold** are the proposed chairs of the breakout discussions.

I. PREGNANCY OUTCOME

Working Group	NCSAC Liaison	ICC Liaison
Birth Defects	Daston	Correa
Fertility and Early Pregnancy	Suarez	Selevan
Pregnancy and the Infant	Dudley	Klebanoff
Medicine and Pharmaceuticals	Graham	Kimmel

II. NEURODEVELOPMENT AND BEHAVIOR

Working Group	NSCAC Liaison	ICC Liaison
Development and Behavior	Foorman, Phillips	Scheidt
Gene Environment	Spence	Correa
Social Environment	Burton	Yeargin-Allsopp

III. INJURY

Working Group	NCSAC Liaison	ICC Liaison
Injury	Zuckerman	Scheidt
Physical Environment	Bellenger	Branum
Ethics	Fleischman	Yeargin-Allsopp
Study Design	Little	Klebanoff

IV. ASTHMA

Working Group	NCSAC Liaison	ICC Liaison
Asthma	LeMasters	Mendola
Immunity, Infection, Vaccines	Guerra	Branum
Chemical Exposures	Ryan	Quackenboss
Health Disparities EJ	Jones	Keim

V. OBESITY AND PHYSICAL DEVELOPMENT

Working Group	NCSAC Liaison	ICC Liaison
Nutrition, Growth, Physical...	Swartz	Mendola
Early Origins of Adult Health	Landrigan	Schoendorf
Community Outreach	Doswell	Keim
Health Services	Michael	Branum