

**CSULA-COH Collaborative Meeting Minutes  
Principal Investigators' Meeting  
Thursday, April 5, 2007  
11:00 a.m. – 12:00 p.m.  
Teleconference**

**Present:** J. Momand, S. Kane

Topic	Major Points	Action Needed	Responsible Party
1. Next steps for Research component	<p>Much of the meeting was devoted to discussion and revision of the Pilot Project RFP. The RFP was finalized and it is ready for posting to the website.</p> <p>Once posted, faculty will be notified so that they can continue developing project ideas with collaborators at the partnering institutions.</p>	<p>Post the RFP to the website when the website is ready</p> <p>Notify faculty</p>	<p>Jamil</p> <p>Jamil &amp; Susan</p>
2. Next steps for Training component	Two training project abstracts are posted on the website, to be used as samples for faculty to use for their own. Once the website is fully ready to receive additional project postings, faculty will be notified so they can finalize their collaborative projects and post to the website.	Send out e-mail notice to faculty when website is ready	Jamil & Susan
3. Distinguished Speaker Series	The letter of invitation for Nancy Krieger was finalized. Jamil will have Ronnie send this out on behalf of the Collaborative -- hard copy and e-mail.	Send out invitation letter	Jamil & Ronnie
4. Website	Full discussion of the website was deferred to a continuation meeting scheduled for Tuesday, April 10 at 8:30am.		
5. Interface with NIH	No new information in this area.		
6. Administrative issues	No new information in this area.		
<b>Next Meeting:</b> April 10, 2007 (teleconference)			