



RON CHAPMAN, MD, MPH  
Director & State Health Officer

Vital Statistics Advisory Committee (VSAC)  
Vital Records Protection Advisory Committee (VRPAC)  
Joint Meeting  
Meeting Minutes for Wednesday December 10, 2014  
9:00 A.M.



EDMUND G. BROWN JR.  
Governor

**ATTENDEES:**

**Convener:**

Henry Montes, Chief, Data Management Unit

**Committee Members:**

**Absent:** Emily Putnam-Hornstein, PhD, University of Southern California

**Phone:** Sun Lee, MPH, Los Angeles County Department of Public Health, Erlinda Valdez, Board Member, California Funeral Directors Association, Jonathan Teague, MCRP, Office of Statewide Health Planning and Development, David Grant, PhD., UCLA Center for Health Policy Research

**Present:**

**California Department of Public Health (CDPH) Staff:**

**Present:** Henry Montes, Chief, Data Management Unit, Heather Fukushima, HPS I HIRS, Cindy Tanaka-Fong, Research Analyst II, DMU, Colin Chew, Research Analyst I, DMU, Laura Lund, MA, Science Advisor, Public Health Policy and Research Branch

**Public Attendees:**

**CALL TO ORDER:** The meeting was called to order at 9:00 A.M.

**A/B. WELCOME/INTRODUCTIONS:**

Staff and Committee present attending the meeting included Henry Montes, Chief, Data Management Unit, Heather Fukushima, Health Program Specialist, Cindy Tanaka-Fong, Research Analyst II, Colin Chew, Research Analyst I, Laura Lund, MA, Science Advisor, Public Health Policy and Research Branch, Ellen Badley, Branch Chief, Public Health Policy and Research Branch, Sandy Santiago and Raynell Davis, Policy and Analysis Unit,.

Committee members on the phone included Sun Lee, Department of Public Health, County of Los Angeles, David Grant, PhD., UCLA Center for Health Policy Research, Jonathan Teague, MCRP, Office of Statewide Health Planning and Development and Erlinda Valdez, Board Member, California Funeral Directors Association.

Henry informed everyone that the meeting was being recorded to assist with note taking purposes. We have reserved a portion of the meeting for public comment.

**C. APPROVAL OF MINUTES FROM THE PREVIOUS MEETING:**

Erlinda Valdez motioned to approve the November 12, 2014 meeting minutes. Jonathan Teague seconded the motion. All Committee members voted to approve the minutes. There were no oppositions. Motion carried. The minutes have been approved as distributed.

**D. VSAC RECOMMENDATIONS FROM THE PREVIOUS MEETING:**

The State Registrar's Responses to VSAC Recommendations are included in your agenda package as Attachment 1.

**E. NEW BUSINESS:**

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Four projects were reviewed.

The first project reviewed by the Committee was:

**Project Title:** "Maternal Neonatal Complications"

**Principal Investigator(s):** Dotun Ogunyemi, MD, Erica Davenport, MD, Charles Drew University, University of California, Los Angeles

**Project Type:** New Project

**CPHS Approval:** Approved

**Project No.:** 14-02-1525

**Expiration:** June 5, 2015

**File(s) Requested:** 2005-2012 Birth Cohort File (select variables)

**Requested Identifiers:** No Personal Identifiers

**Personal Contact:** No

**Identifiers Released:** No

**History:** New Data Request

**VSAC Discussion:** The Committee had concerns about this request. In the IRB application, they are referencing the linked birth cohort file as combined with the OSHPD patient data files. OSHPD has not seen any application from the requestor about this. The characterization of the data seems sketchy. The Committee felt this was not ready for approval. Concerns included: description of the security of laptops was unclear; documentation seemed inadequate; file specification seemed unclear in terms of what they were asking for and IT security. There was also concern with the requestor using the word "try". Another uncertainty was that Dr. Ogunyemi appears to have a dual position as a professor at UCLA and a professor at University of Michigan. It was unclear if the data would be analyzed at UCLA in addition to storing data there, and that they would share it at one point. It was unclear as to what part of the data set and how they are going to store that. Typically for an OSHPD request, we would expect to see letters of sponsorship from officials at the university. Given that there are several institutions that are sited, the dispersal of responsibility is troubling.

Generally when this something like this happens in OSHPD, they try to work with the requestor to get it sorted out as opposed to giving them a rejection. The Committee was at a loss as to how to proceed. They can apply to all the relevant agencies for the data they are seeking. The Committee was surprised that CPHS approved the request in light of some of these issues.

The Science Advisor noticed that their variable list was not well thought out because they were talking about still births and none of the files they were referenced would give them that information and would also need the fetal death file. One of the things that the Committee can do is ask for further information specifically on the areas that you have identified as being deficient, which includes – a better study description, copy of the OSHPD application if they are going to ask for OSHPD data, and tighten up their security protocols. Some of the things they propose are unacceptable; they would get approval to take the PID out of the office. This Committee would be well within its jurisdiction to say that the security protocol that was submitted are insufficient and they need to come back with a better application regards to security and data request.

For Vital Statistics data, we do not require letters of sponsorship from officials.

**VSAC Motion:** Jonathan Teague motioned to recommend to the Registrar to recommend this request be rejected as drafted with invitation to resubmit with the corrections or the elaborations that have been noted. The security provisions need to be revised and strengthened and corrected as necessary. The data specification needs to be better thought out to make sure it matches the files that are sought. If they want linked data, they need to include an OSHPD data request with approvals with relevant materials for that. They need a better description of their research scope. Clarification of years needed need to be addressed. Sun Lee seconded the motion.

**VSAC Vote:** The Committee members all voted aye. There were no oppositions. Motion carried. The Committee has voted to recommend that the State Registrar follow the motion that the Committee has voted on.

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The second project reviewed by the Committee was:

**Project Title:** "Multigenerational Familial and Environmental Risk and Autism (MINERvA) Network - California"

**Principal Investigator(s):** Gayle Windham, PhD, CDPH, Environmental Health Investigations Branch

**Project Type:** Continuing Project with Changes to the Protocol

**CPHS Approval:** Approved

**Project No.:** 12-05-0219

**Expiration:** February 6, 2015

**File(s) Requested:** 1982-2007 Birth Statistical Master File (select variables), 1982-2007 Birth Cohort File (select variables), 1982-2008 Death Statistical Master File (select variables)

**Requested Identifiers:** PI is requesting to use data she has already obtained

**Personal Contact:** No

**Identifiers Released:** No

**History:** Previous Data Requests

**VSAC Discussion:** Clarification was needed as on page 9, it stated that data analyses will be conducted at various network sites using the procedures described. The SA commented as long as there are security protocols are in place at all the sites; it is okay given the nature of the study. If there are concerns regarding that, the Committee can ask for more information. The analysis of the California data is limited to CDPH and Columbia.

The Committee wanted to know if the only change was changing age to the date of birth.

As there was a question regarding Biobank, the SA clarified to the Committee her understanding of the Biobank. At birth, parents are given forms to fill out; one of them is an opt-out.

**VSAC Motion:** Jonathan Teague motioned to recommend approval of the data. David Grant seconded the motion.

**VSAC Vote:** The Committee members all voted in favor of recommending approval of the data request. There were no oppositions. Motion carried. The Committee has voted to recommend that the State Registrar approve the use of the data as described in the protocol.

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The third project reviewed by the Committee was:

**Project Title:** "Restaurant Program Lower Income Area Panel Survey"

**Principal Investigator(s):** Tania Gutshe, University of Southern California

**Project Type:** New Project

**CPHS Approval:** Approved

**Project No:** 10-2-15

**Expiration:** October 2, 2015

**File(s) Requested:** 2009-2012 Birth Statistical Master File (select variables)

**Requested Identifiers:** Name and Address

**Personal Contact:** No

**Identifiers Released:** No

**History:** New Data Request

**VSAC Discussion:** It was confirmed that they would be using the data to identify a set of participants and not using the data for anything else. It was brought up that they want to create a panel of low income households with children in LA. It was uncertain what they would do with the panel beyond trying to assess changes or restaurant eating patterns. It seems very sketchy. What they are doing is fine but what they are going to do with it? The SA said they are asking to use the birth data to identify subjects to contact but they are not going to use the data as part of their study. The Committee was told as long as they are comfortable with the contact protocols, would they really need to know about the rest of the study in order to approve the birth data for this purpose? The Committee responded that the answer was no, but it is probably okay.

**VSAC Motion:** Sun Lee motioned to recommend approval of the data. Jonathan Teague seconded the motion.

**VSAC Vote:** The Committee members all voted in favor of recommending approval of the data request. There were no oppositions. Motion carried. The Committee has voted to recommend that the State Registrar approve the use of the data as described in the protocol.

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The fourth project reviewed by the Committee was:

**Project Title:** "Disparities in Care, Morbidity, & Survival Among Infants with Birth Defects"

**Principal Investigator(s):** Suzan Carmichael, PhD, Stanford University

**Project Type:** New Project

**CPHS Approval:** Approved

**Project No.:** 14-08-1689

**Expiration:** October 2, 2015

**File(s) Requested:** 1997-2011 PDD/linked Birth Cohort File, 1997-2003 Birth Statistical Master File (select variables)

**Requested Identifiers:** BSMF (Certificate Number only)

**Personal Contact:** No

**Identifiers Released:** No

**History:** New Data Request

**VSAC Discussion:** Jonathan made a comment that this was more what we would expect to see for a linked file.

**VSAC Motion:** Jonathan Teague motioned to recommend approval of the data. David Grant seconded the motion.

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**VSAC Vote:** The Committee members all voted in favor of recommending approval of the data request. There were no oppositions. Motion carried. The Committee has voted to recommend that the State Registrar approve the use of the data as described in the protocol.

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**F. ITEMS FOR DISCUSSION:** Henry asked the Committee to refer to Attachment 3, Recap of Data Requests Approved in the Vital Statistics Unit.

**G and H. Public Comments and AGENDA ITEMS:**

**I. MEETING ADJOURNMENT:** Emily Putnam-Hornstein made a motion to adjourn the meeting. Jonathan Teague seconded the motion. The meeting was adjourned at 9:30 A.M.