

**Meeting Agenda
NAACCR GIS Committee
Wednesday, September 10, 2008**

**2:00-3:00 PM Eastern Time
1:00-2:00 PM Central Time
12:00-1:00 PM Mountain Time
11:00-12:00 noon Pacific Time
10:00-11:00 AM Alaskan Time**

Toll free number: 1-866-784-0143

Passcode: 9425222

A. Roll Call

Present Members: Kevin Henry – Chair, Chris Johnson – Co-chair, Carolyn Halbert, Chris Newton, David O’Brien, David Stinchcomb, Ed Peters, Holly Hodges, Jennifer Kachajian, Jesse Stewart, Jim Martin, John Morgan, Mary Mroszczyk, Simple Singh, Recinda Sherman, Robert Borchers, Annette Gardner, Zaria Tatalovich, Christian Klaus, Dan Goldberg

NAACCR Staff: Joshua Whitley

Not Present: Myles Cockburn, Catherine Riddell, Eileen Kelley, Frank Boscoe, Jim Files, Pam Agovino, Yongping Hao

B. Minutes

1. Approval of August minutes
 - a. Recinda motioned to approve the minutes as written. David seconded the motion. All were in favor and the minutes were approved.

C. Old Business

1. Geocoding Best-Practices Document – Kevin
 - a. Jim was not on the board call and he was the primary reviewer. The board tabled approval of the document until next month. Also, it was never forwarded to the Scientific Editorial Board. This needs to be done before approval by the board. Jim will forward his information to the SEB.
2. Budget submitted to NAACCR—Kevin
 - a. The budget was approved for editing/formatting of geocoding best practices document. \$3,500 was approved at the last meeting, mostly for editing and formatting of the Geocoding Best-Practices Document.

3. Geocoding NPI –Kevin
 - a. Kevin will submit a few short paragraphs to the NAACCR Narrative on this project. The Komen foundation grant will be the 2nd article produced by this committee and will fill the 2-article requirement for the Narrative.

4. Web-based address validation tool –Kevin, Dan, Bob
 - a. A link to the tool was distributed for download of the client-based version. The tool is comprised of two parts: the search engine and a database including city/state and zip+4 information from the USPS. The file is zipped when downloaded (a whole directory) and must be unzipped to run the application. The other link distributed was to download the .NET framework from Microsoft if anyone does not yet have it.
 - b. Christian – registry and hospitals in his state are using this tool extensively. They are not using for every address, but only for those for which they can't find standard matches. Kevin asked about issues of confidentiality with online version. Dan said that with SSL on the site, the only thing they had to worry about was USC keeping the records afterward, and he said they do not. The information for the tool is posted on SharePoint also.
 - c. Dan noted that the web service is not as sophisticated as the stand-alone version that Bob wrote. The online version also has bugs that Dan is currently working out. Bob appears to be the only one that is using the online version, perhaps because it only has Wisconsin data. A geocoder is also available at webgis.usc.edu which is free for use by all registries.

5. NAACCR Sharepoint- online collaboration – Kevin, Josh
 - a. Everyone has usernames and passwords for SharePoint and Kevin intends to use it more extensively in the future, specifically for subcommittees.

6. Future committee ideas and activities–All (See attachment or sharepoint, version 3)
 - a. Kevin ranked the list based on comments and emails. Recinda would be interested in working on 1 and 2 (combined). Ed Peters is also interested in working on number 2. Dan, Bob, and Chris will spearhead 3 and 4. They will be working on these regardless of whether this is decided upon as something the committee would like to do as a group. Annette commented that the CDC geocoder project is at a standstill. The contractor is missing a project coordinator. CDC's GIS mapping tool is having bugs worked out of its second phase. It should be finalized within the next month. Holly Hodges said she would be interested in helping with 6. Next week the group will vote on 1, 2, and 6. 3 and 4 will be held until Kevin talks to Dan, Bob, and Chris.

7. NAACCR Class
 - a. Will try to formulate what will be useful to have in a class and submit it next year since the deadline for submission was September 1st and the committee could not agree on topics.

D. New Business

- a. Update: NAACCR – Quantifying Transportation Barriers in Accessing Health Facilities for Breast Cancer Diagnosis and Treatment (NAACCR/Komen Road Network Distance Project) – The project is just ending its first year. During the in-person meeting at USC, we saw a working beta running at 6 minutes per record. During the meeting, this was brought down to 1 minute per record. We are looking to reduce this to 1 second per record.