AGENDA

**NAACCR Institutional Review Board Biannual Meeting**

**October 17, 2014**

**1:00 PM ET, 12:00 PM CT, 11:00 AM MT, 10:00 AM PT**

**Present:** Annie MacMillian, Cynthia O’Malley, Iris Zachary, Jack Finch, John Morgan, Ron Dewar, Vivian Chen

**NAACCR Staff:** Betsy Kohler, Jim Hofferkamp, Recinda Sherman

**Absent:** Antoinette Stroup, John Fulton, Linda Muul, Martin Whiteside, Suzanne Hornbeck

A quorum was present.

**Agenda Items:**

Welcome and Overview:

* Recinda explained that John Fulton, IRB Chair, was pulled into incident command for Ebola planning for Rhode Island. Recinda stepped in to chair the meeting.
* Recinda welcomed everyone, established a quorum was present, and the minutes from April 2014 were approved without changes.

Membership:

* Terms are expiring December 31, 2014 for Jack Finch, John Fulton, Suzanne Hornback, Cynthia O’Malley, and Linda Muul.
* NAACCR is investigating how many terms a member may serve—particularly the chair since John Fulton is as the end of his second term.
* If invited and eligible, all members stated they were interested in continuing to be on the NAAACR IRB.

Required Trainings:

* Recinda reminded that everyone needs to be certified in Basic Certification in Protecting Human Research Participants—send certificates to Recinda (rsherman@naaccr.org)
* Option 1: complete basic human protection training required at home university
* Option 2: use NIH training <http://phrp.nihtraining.com/users/login.php>
* New member provide certification; Current members need to provide updated certification every 3 years
* After a number of requests, we currently have certificates for the following *only*: Annie MacMillian, Antoinette Stroup, Cynthia O’Malley, Iris Zachary, Jack Finch, Vivian Chen.
* Recinda requested, again, that certifications are completed for all members and sent to her as soon as possible.

Expedited IRB Reviews since April 11, 2014:

The Board reviewed the provided list of IRB reviews conducted

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| --- | --- | --- | --- | --- |
| **IRB Application No.** | **Project Title (PI)** | **Submission Date** | **Approval Date** | **Approved As** |
| 14-02 | 2014—Comparison of latitude gradients for testicular cancer and remaining cancers in Australia and the United States (Dr. Peter Baade, Cancer Council Queensland) | 4/29/14 | 4/30/14 | Exempt |
| 14-03 | 2014—Geographic clustering of invasive melanomas in the United States (Dr. Phyllis Gimotty, University of Pennsylvania) | 6/19/14 | 6/26/14 | Exempt |
| 14-04 | 2014—Recent trends in incidence of testicular germ cell tumors in the United States (Armen Ghazarian, NCI) | 7/10/14 | 8/7/14 | Exempt |

Reviews pending:

* The Board reviewed the provided list of pending reviews.
* Only one application is waiting on PI, the rest are pending with IRB. Cynthia acknowledged the chair, John Fulton, is quite busy and suggested that the new submissions be distributed among other members. Cynthia, Vivian, and in her absences, Nan, volunteered to review.

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| --- | --- | --- | --- | --- |
| **IRB Application No.** | **Project Title (PI)** | **Submission Date** | **Approval Date** | **Approved As** |
| 07-05 | 2007—Projecting estimates of cancer incidence for every US state both spatially and temporally (Dr. Siegel, ACS | 9/3/14 |  | PI switch on on-going; exempt protocol |
| 14-05 | 2014—The epidemiology of pediatric brain tumors in Appalachia (Dr.Bin Huang, University of Kentucky) | Waiting on IRB paperwork from PI |  | Exempt |
| 14-06 | 2014—Variations in receipt of curative-intent surgical treatment for early-stage non-small cell lung cancer (NSCLC) among racial/ethnic groups and within racial ethnic groups across states in the United States (Dr. Helmneh Sineshaw, ACS) | 9/12/14 |  | Exempt |
| 14-07 | 2014—Lymphoid Malignancy Statistics in the United States, 2011-2011 (Dr. Ahmedin Jemal & Dr. Lauren Teras, ACS) | 10/16/14 |  | Exempt |
| 14-08 | 2014—Demographic and regional/state variation in DCIS and early stage breast cancer incidence and treatment (Dr. Elizabeth Ward and Dr. Chun Chieh Lin, ACS) | 10/16/14 |  | Exempt |

Annual monitoring reports since April 11, 2015 (4 completed; 1 ended due to PI leaving position):

| **IRB Application No.**  | **Project Title (PI)** | **Status** | **Changes to the Protocol** | **Expected Completion Date** |
| --- | --- | --- | --- | --- |
| 08-05 | 2008—Hematopoietic cancers in the Hispanic population in the United States (Dr. Maria Schymura, New York State Cancer Registry) | On-going | No | 12/31/14 |
| 10-06 | 2006—Recent changes in incidence rates of ovarian cancer: relationship to patterns of use of hormone replacement therapy (Dr. Mark Sherman & Hannah Yang, NCI) | Complete |  |  |
| 11-02 | 2011—Comparisons of cancer incidence and mortality for rural vs urban counties in Pennsylvania and rural United states (Dr. Samuel Lesko, NE Regional Cancer Institute) | On-going | No | 3/31/15 |
| 11-07 | 2011—Comparing surveillance methods using county level cancer incidence data in the United States (Dr. Ge Lin, Nebraska Department of Health & Human Services) | On-going | No | 6/30/14 |
| 12-01 | 2012—US geographic distribution of hepatocellular and cholangiocarcinoma (Dr. Zaria Tatalovich, NCI) | On-going | No | 7/30/15 |
| 12-02 | 2012—Assessing the relationship between poverty and cancer using the census tract poverty indicator (Dr. Francis Boscoe, New York State Cancer Registry) | On-going | No | 9/1/2015 |
| 12-03 | 2012—Analysis of ethnic disparities in colon cancer suggests a potential need for early colon cancer screening in Asians living in the USA (Dr. Jeannette Jackson-Thompson, Missouri Cancer Registry) | On-going | No | 6/30/2016 |
| 12-04 | 2012—Weighting methods to handle missing values in estimating tumor stage distribution in population-based cancer registration (Dr. Qingzhao Yu, LSU Health New Orleans) | Complete |  |  |
| 13-03 | 2013—Cancer burden and trends among adults aged 20-49 years in the US (Dr. Edgar Simard, ACS) | Complete |  |  |
| 13-04 | 2013—Insurance coverage expansion and disparities in cervical, prostate and lung cancer (Dr. Amresh Hanchate, Boston University Medical Center) | On-going | No | 5/31/2016 |
| 13-07 | 2013—Female breast cancer incidence at Komen Foundation Affiliate-Level (Dr. Serban Negoita, Westat) | Complete |  |  |
| 13-08 | 2013—State-level changes in the incidence of HPV-associated anal and oropharyngeal cancers in the US (Dr. Edgar Simard, ACS) | Out of compliance; PI left ACS; no PI changes; project closed |  |  |

Complete list of active CINA Projects:

* Annie asked for clarification of the terms active versus passive on the list.
* Review of request for single years—Recinda explained a PI would like single years of data to be able to calculate rates for adults (18+). Members agreed that a letter from the IRB indicating approval is sufficient. No single-age rates or counts will be published. Recinda will draft a letter for the Chair.

Next Meeting:

* Schedule future call – tentative 2nd Friday in April 17, 2015; 8:30 am PST,9:30 MST,10:30 CST; 11:30 EST—send out invite. (it was noted the SEER PI meeting was the 17th)