



Minutes

NAACCR Board of Director's Meeting

Wednesday, February 21, 2018

2:00 PM – 4:00 PM Eastern

Roll Call

Nan

Board Members Present: Nan Stroup, Frank Boscoe, Randi Rycroft, Chris Johnson, Chuck Wiggins, Isaac Hands, Maria Schymura, Lori Swain, Deirdre Rogers

Board Members Excused: Heather Stuart-Panko

Ex Officio: Betsy A. Kohler

Staff Member: Charlie Blackburn

Consent Agenda

All

1. Minutes
 2. Finances
 3. Executive Director's Report
 4. Membership
 5. Correspondence
- a. BLOG Activity Summary
- b. CoC
- c. ASEAN Invite
- d. Capital Health
- e. California Cancer Reporting Services, Inc.

Maria

Nan motioned to approve the consent agenda except 5 d and 5 e. This was seconded.

THE MOTION TO APPROVE THE CONSENT AGENDA FOR THE FEBRUARY 21, 2018, BOARD MEETING WAS PASSED.

Item 5 d. and 5.e.

The Board discussed the two items in detail. In particular, members of the Board were caught off guard as to the letter received by Capital Health. The Board certainly recognized their point of view and frustration but have limited ability to construct a change at this time to meet the needs outlined in the letter. Nan would like to keep the dialogue positive and use the communication in a productive way for all involved in this transition. Lori said that NCRA has received approximately 50 letters which focus frustration to AJCC and some to NAACCR. NCRA is seeking to increase dialogue with AJCC to work together in this transition, summarize the issues, and address what they can. The Board would like to better help registries with upstream and downstream activities that come to impact registries and the workforce. Betsy has already reached out to the author of the letter but Nan will also make contact as follow up.

Governance

6. Call for New Items to Agenda

Nan

- a. NEW – Muir and Percy Awards Nominations

All

All Board members should consider nominations for the Calum Muir and Connie Percy Awards. If members can provide ideas at the March meeting then it will allow for enough time to complete the process for recognition. All members are to bring ideas in March.

b. Board/Chair Meeting Agenda Ideas

All

Ideas as requested for the Board / Chair Meeting. Committee progress to goals and objectives are requested. The group will also make updates to the SMP and discuss accomplishments – future directions. Betsy added to speak about volunteerism and getting work done. Long-term and short-term organizational directions should also be added. Nan asked to add discussion and action items for the registry of the future topics. Lori asked that the Board/Chair discuss if there is a need for a specific job board.

Frank asked that the Board discuss investments, cash on hand, and a plan for cash on hand. NAACCR investment restriction discussion is an additional topic that will be added. It was discussed that all the topics listed above could be discussed by the Board/Chair group except the investment restriction.

7. ISCR Contract

Betsy

NAACCR was approached by the Illinois State Cancer Registry to consolidate records for the registry on a contractual basis via an open and competitive RFP. Betsy described the RFP in detail. After discussion with the Finance Committee, the committee recommended that NAACCR not submit a proposal. The type of work requested would be challenging under NAACCR's current structure. Additionally, there may be conflicts regarding NAACCR being the certifying organization for Illinois and also processing cases.

8. Policy: Publication and Commentary Submissions (ACTION)

Betsy

Betsy said that NAACCR received two commentary style letters to place in the newsletter last month. The letters were not from current NAACCR members. Betsy decided not to post the letters in the newsletter since they were not NAACCR members. After brief discussion, Lori recommended that this is sent to the Communications Steering Committee for vetting and finalization to the Board for consideration.

9. Southern Plains Tribal Membership – Update

Chuck

Chuck has reached out to Oklahoma to inquire more about this organization becoming a Sustaining Non-Profit member. This will be finalized by the end of the week.

10. Election Ballot

Betsy

The NAACCR election is complete. Kyle Zeigler, Angela Meisner, and Wendy Aldinger were elected for at-large positions. Lori Swain was re-elected as the Sponsoring Member Organization Representative. Nan has contacted the individuals and all have accepted their positions. Nan and Charlie are scheduling the Board training which will be held in May of 2018. Any ideas that could be added to the orientation should be send to Charlie.

11. Program Updates

a. Canada

Heather

Deferred until March.

b. NPCR

Chris

NPCR award performance reports are due today. LinkPlus software will go away. Now, there will be MatchPro (co-marketed by CDC and NCI) to be available moving forward. This information will be made available in the spring and summer. A workshop will be held at the NAACCR conference in June. Chris is a tester for this and said that it is an impressive product. NPCR hosted a town hall webinar on February 6 with NPCR-funded registries. One of the topics included challenges with 2018 data collection (having hospitals / registries collecting 2018 cases to use 2016 software and concurrent abstracting). Also, some states are not receiving VA data streams or it is coming in very slow. This was an issue in past years. There was no additional discussion on this topic. Maria added that CDC refused to come out with data

requirements until implementation guidelines were finalized. This has increased the frustration to registries and staff.

c. SEER

Chuck / Nan

Registries have responded to final proposal request revisions. Most are complete. As a part of the RFP, SEER is hosting two annual meetings. One will be SEER Managers QC Meeting and SEER DMS Meeting, plus the Program Managers Meeting. They will try to hold the QC meeting in connection with the NAACCR meeting on an annual basis. This will take place at the NAACCR conference for the first time this year.

WOW Initiatives

12. Registry of the Future

Nan

No updates at this time. This will be ready by the March Board meeting though.

Standardization and Registry Development

13. Standards Volume II (ACTION) - Separate Attachment

All

Chris and Frank were the primary reviewers for the Volume II. Chris discussed his review comments first. Chris identified that some data items have the same columns. However, this was not specifically addressed at the time of the meeting. If this is an error, then it needs to be corrected and resubmitted. If not then it can be addressed and released. Frank provided his background on other minutia relating to Volume II. Lori Havener joined the call to clarify that the issue Chris brought up was indeed a typo and columns are OK.

THE MOTION TO APPROVE STANDARDS VOLUME II WAS PASSED PENDING THAT THE TYPO ERROR CHANGES ARE PLACED IN THE DATABASE AND REFLECTED INTO ALL RELATING PRODUCTS.

14. Standards Volume I (ACTION) - Separate Attachment

All

The Board reviewed Standards Volume I. Nan and Deirdre were the primary reviewers for this document. Each submitted details of their review prior to the meeting. Both verbally reviewed their observations, changes, and recommendation. In particular, it was discussed on how to handle the listing of Sponsoring Members who have not yet paid membership dues this year or have been in arrears for the last couple of years. Sponsoring Members are listed as supporters of NAACCR in these types of documents. No firm decision was made at this time. Additionally, the Board noted that they could approve the document pending the updates to Appendix C are completed prior the release of the document.

THE MOTION TO APPROVE STANDARDS VOLUME I PASSED PENDING THE UPDATES TO APPENDIX C WHEN STANDARD SETTERS ARE COMPELTE

15. Steering Committee Update

Heather / Randi

There is discussion on the social security number and how the steering committee can help with model of assisting registrars using MatchPro. There has been some email discussion on how to make this happen quickly moving forward. Randi mentioned that there has been good communication on how to make this work for registries and she is optimistic that a solution will be developed. The ACCR-TRS Task Force has drafted a summary of their work recently and this report will be sent to the Board for digestion and future direction in coming weeks. A Survivorship Tool will be brought to the Board and Chairs at the March meeting also.

16. XML Implementation

Isaac

A XML public webinar will be held next month. Additionally, an XML meeting will be held at the NAACCR Annual Conference. An oral presentation will be held at the conference as well as an oral abstract. The NAACCR forum there

has been discussion about using XML in SAS. Isaac asked if he should bring up a topic of the XML transition timeline at the Board / Chair meeting. Nan sked that Isaac embed it into the group's report.

17. Survivorship White Paper

Randi

There as discussion on social security number availability. There were discussions using MatchPro as an alternative. This will also be discussed at the March Board / Chair meeting.

Communications

18. Steering Committee Update

Lori / Frank

The job board discussion will be brought up at the Board / Chair meeting. Social media work which was held by Frank asked that the Board consider adding language about who NAACCR is and what we do on the front page of our web site. Charlie will forward sample language to Frank for consideration. Finally, the committee will also bring up communications tools that the committee and organization could consider in the future.

Professional Development

19. Steering Committee Update

Deirdre / Maria

Updates below.

20. CR Survey

Deirdre / Maria

A survey was sent to registry directors for recruitment and retention initiatives. The hackathon group is finalizing their work. It will be held at a University of Pittsburgh. Results and presentations will be presented on Monday at the conference. Charlie will connect with Angela Martin on prizes and finalization.

21. Update on 2018 Conference

Betsy / Charlie

Charlie said that 151 abstracts were received. Registration is open, abstracts are reviewed, and the preliminary program is posted. All other plans are proceeding smoothly.

Research and Data Use

22. Steering Committee Update

Chris / Isaac

Deduplication Task Force continues to work on their efforts. The linkages are completed with assigned registries. They are entering into a second phase with other registries. This would bring the total number of states to 5 for the test run. The group is currently on hold to finish the project as it relates to the VPR. Staff from NCI were invited to present on secondary data release and multiple data between registries. Each state has their own IRB approvals and applications which causes an issue with the secondary data. The group determined that the agreement language would need to be cleaned up in order for this to work. More information will be made available on this topic as it becomes available.

23. Synthetic Dataset Update

Chris

There are 51 registries that said they could participate in a synthetic dataset. Recinda is following up with the 11 registries that said no. Once she confirms this with those registries, they can move to creating of the synthetic dataset. Chris asked if Isaac needed the dataset before the hackathon. Isaac said that it would be very beneficial to have the dataset but they have a backup plan if it is not available.

Strategic Alliances

24. Steering Committee Update

Betsy / Chuck/Lori

A meeting was held in February with CDC to discuss concerns with standard-setters requirements with changes and rollouts. Nan said CDC drafted a letter that was sent to NAACCR which will be discussed at a meeting tomorrow. More information will be available at the March meeting.

25. Status of Membership Dues

Charlie

Charlie said that CAP indicated that payment for Sponsoring Member dues should be coming. No new information has come from AJCC despite emails to two separate staff members there and multiple letters. More action will be decided in March. This will be brought up at the CDC / NCI meeting tomorrow for possible suggestions.

Other

26. Puerto Rico Assistance Update

Nan

Two weeks ago Nan and Betsy had a phone call with Puerto Rico and Mary Lewis from CDC. Her input was helpful in getting progress toward helping them. The group reviewed LMS solutions, in-person solutions and help, and other educational resources. Puerto Rico is evaluating their needs and will contact NAACCR when they summarize their requirements.

27. Adjournment and Next Meeting

The meeting adjourned at 3:55 PM Eastern. The next call is Princeton, NJ.

March 6-7 In-Person Meeting, Hyatt Regency, Princeton, NJ

April 18 (Board/Chair)

May 16

Reviewers for Documents

2018 Implementation Guidelines review February 2018 – Randi Rycroft, Heather Stuart-Panko

Layout: Isaac Hands, Lori Havener (Staff)

Standards Volume I review January 2018: Nan Stroup, Deirdre Rogers

Standards Volume II review January 2018 – Chris Johnson, Frank Boscoe

Standards Vol V review April 2018: Isaac Hands