Wednesday, April 10, 2019 9:30 AM - 10:30 AM CDT

Conference Call #: 16699006833, Meeting ID: 433 270 309

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| **Item #** | **Topic and Notes** |
| 01 | Welcome and Roll Call  (Tyler Scott  Melanie Williams, Tyler Scott, Susan Gershman, Lori Swain, Katie Dahlquist, Charlie Blackburn, Carol DeSantis, Kyle Ziegler, Lori Havener, Lynn Giljahn, Dan Curran |
| 02 | Review Minutes and Action Items |
| **Notes: Minutes were approved.** |
| 03 | NAACCR Narrative   * Update on progress of next edition |
| **Notes: No new updates. Melanie will connect with Chandrika on the schedule and reminders. A report will be available at the next meeting.** |
| 04 | Social Media Survey   * Revising LisServ and response dates (previously was March 25, 2019 until April 5th) |
| **Notes: The survey was to be sent near March 25th. Because of various other conflicts and other surveys, this will be postponed. Melanie would like to have this sent out in April. Tyler is ready to send it at any time. He will connect with Melanie off line to finalize a date.** |
| 05 | Monthly Promotional Item(s)   * Completed NAACCR Standardization and Registry Development Steering Committee recommendation on tweet worthy item * Other possibilities - National Cancer Registrar’s Month * Request for assistance from Professional Steering Committee |
| **Notes: The group will review ways to promote our registrars and initiatives. Melanie will connect with Betsy on**  **Mignon Dryden with the Professional Development Steering Committee said that they are trying to attract new members. They have tried several ways. However, they are still in need of new volunteers. She asked if the Communications Steering Committee could help. Charlie mentioned that the office can help with lists. The SHARE site is not at the point where a pointed group could be communicated with. Charlie and the office are ready to help in any way. Melanie thinks that a listserv is one way of handling it. The newsletter may not be the best method. She wondered if there is an opportunity where a members of the SC could make a personal “ask” at the annual conference in June.** |
| 06 | Communication’s Plan Review   * No additional progress this past month |
|  | **Notes: N/A** |
| 08 | Other Business   * Meet in Vancouver on Monday, June 10, 2019? * Next Communications SC Meeting – reschedule Wednesday, May 15, 2019, 9:30 AM - 10:30 AM CDT ? (conflict with NAACCR NACDD meeting at regular date/time) |
| **Notes: A meeting time will be determined at a later date.** |