

**Standardization and Registry Development Steering Committee
October 24, 2019**

Attendance		
Members Present: Lori Koch (co-chair) Winnie Roshala (Co-chair)	Gary Levin Mary Jane King Rich Pinder	Board Liaisons Present: Kevin Ward Isaac Hands
		NAACCR Staff Present: Lori Havener
AGENDA ITEM	DECISION	ACTION/FOLLOW-UP
1. Roll		
2. Review minutes/action items from last meeting a. Volume V Revision TF Update Lori reported that Sandy will soon have a date when Volume V will be ready for this committee's review. b. Interstate Data Exchange Guidelines Update		
3. Consent Agenda (see items in Table 1 and go to SHARE Site for updates)		
4. Discussion Items		
a. XML WG proposal – Isaac <ul style="list-style-type: none"> • Issac presented from the XML group the proposal for NAACCR as an organization to manage a GitHub account. There is no monetary cost to do this, but will involve staff time to manage and govern the site. This would help the XML transition in 2021 to have a place for documentation, source code and sample files. This is a transparent and public forum that would track version control history for documents and code. 	<ul style="list-style-type: none"> • It was decided the XML group will add a paragraph to the proposal outlining how the initial GitHub will be used in phase I and later add more capability in phase II. 	<ul style="list-style-type: none"> • The XML work group will make the revisions suggested to the proposal and send to S&RD via email for final approval and then to the board for approval.
b. 2018 Readiness Survey results <ul style="list-style-type: none"> i. Report from HLSG meeting – There were some concerns regarding “I don’t know” responses, but there was not much feedback. ii. Review summary of July results – Winnie gave an overview of the July summary results. iii. When to send out next survey December/January? iv. Do we need to update/add questions? v. Do we reach out to registries still having issues with 2018? 		<ul style="list-style-type: none"> • Review the July survey summary draft and provide any comments or suggestions to Lori by November 1. • Lori created a list of next steps regarding another survey. • Winnie will write up recommendations for the next survey to accompany the summary to the board and get their input.
c. Cancer Informatics group update – Eric Eric drafted the goals and objectives which Gary reviewed. The Ci4CC meeting went well and 4 non-NAACCR members volunteered to be involved. Gary hopes to create a mission statement and goal/plan when Eric returns.		
Next Meeting – Lori will send out a Doodle poll regarding the November and December available dates		