

**Standardization and Registry Development Steering Committee
January 23, 2020**

Attendance		
Members Present: Lori Koch (co-chair) Winny Roshala (Co-chair) Eric Durbin	Mary Jane King Rich Pinder Randi Rycroft	Board Liaisons Present: Isaac Hands
		Guest: Lois Dickie
		NAACCR Staff Present: Lori Havener Jim Hofferkamp
AGENDA ITEM	DECISION	ACTION/FOLLOW-UP
1. Roll		
2. Review minutes/action items from last meeting		
3. Consent Agenda (see items in Table 1 and go to SHARE Site for updates)		
4. Discussion Items		
a. Physician Reporting WG report – Wendy Blumenthal – no report		
b. ICD-O-3 WG report – Lois <ul style="list-style-type: none"> • The remaining changes to the Blue Books, are being reviewed. • The standard setter organizations are determining whether they agree with the changes, so a rationale can be prepared. • The changes being focused on are ones that will affect reportability. • Based on the WHO 4th Edition neoplasms may be downgraded to a non-reportable status. • In mid-February everything will be consolidated and go back to the task force to discuss and prepare documentation. • The Mid-Level Tactical Group will review at their March meeting and then onto the High Level Statistical Group. • Two subgroups have been formed to: <ul style="list-style-type: none"> ○ determine who and what activities are impacted by ICDO changes. ○ Look at education for the surveillance community and how best to communicate it. 		

<p>c. Review S&RD goals/objectives – Winny/Lori K. Winny reviewed the current Strategic Management Plan template. The document is being updated and suggestions/comments from the group are welcome.</p>	<ul style="list-style-type: none"> • Goal 1: <ul style="list-style-type: none"> ○ Objective 2 – Include informatics initiatives. ○ Add objective regarding the expansion of cancer surveillance data set into new areas. • Goal 2 – Include the representation from the Mid-Level Tactical group on the committee. • Goal 3 – Add objective regarding pediatric cancer. 	<ul style="list-style-type: none"> • Eric will provide text on new objective for Goal 1 and send to Winny. • Winny and Lori will complete the update of the document and send out to group.
<p>d. Standards Volume I TF charter – Winny/Lori K. Not yet ready for review.</p>		<ul style="list-style-type: none"> • Lori H. volunteered to draft the charter and will send to Isaac.
<p>e. Cancer informatics group update – Eric/Gary</p> <p>i. Charter – Eric reviewed the charter and work plan draft with the group. Eric addressed the concern regarding security vulnerabilities with open source tools and the need to be diligent in protecting data.</p> <p>ii. OHDSI Task Force – Gary and Eric were approached by OHDSI concerning the mapping of NAACCR Volume II to the Observation Medical Outcomes Partnership (OMOP) common data model. Eric is proposing S&RD create an ad-hoc group to assist this group in their mapping work.</p> <p>iii. CIAG Questionnaire – The goal is to keep the group relatively small (6-8). They would like to aid their decision in accepting members with a brief questionnaire, consisting of 7 questions. The group agreed with the approach and contributed suggestions.</p>	<ul style="list-style-type: none"> • CIAG charter was approved by the SC. • It was decided an ad-hoc group to address OHDSI questions be formed when they return with further questions. 	<ul style="list-style-type: none"> • CIAG co-chairs will update question #5 to include a scale and distribute the membership questionnaire to potential members.
<p>f. Edits manual review/approval – Jim Jim presented the manual developed by the Edits Work Group. It includes instructions on minor and major changes. This was written by Elaine Collins and has been reviewed by the group. It will need to be updated when XML becomes the standard. A separate document is in the works for fall that will inform how the edits work and what the Edits work group does.</p>	<ul style="list-style-type: none"> • The group approved of the document. 	<ul style="list-style-type: none"> • Lori H. will forward the manual to the board for approval.
<p>5. Other Business</p>		
<p>6. Tweet worthy for Communications SC</p>		
<p>7. Board liaison report</p>		
<p>Next Meeting – Thursday, February 27 at 12:00-1:30pm ET</p>		