



Board / Chair Meeting 2:00 PM – 3:00 PM Eastern (Minutes in Separate Document)

Board of Directors Only Meeting 3:00 PM – 4:00 PM Eastern

Minutes of the Board

### **Roll Call**

Randi

NAACCR Board Present: Randi Rycroft, Winny Roshala, Mary Jane King, Monique Hernandez, Maria Schymura, Isaac Hands, Angela Meisner, Lori Swain, Lorraine Shack, Kevin Ward

Ex-Officio Member: Betsy Kohler

Staff: Charlie Blackburn, Stephanie Hill, Lori Havener

### **Consent Agenda**

All

1. Minutes
2. Finances
3. Executive Director's Report
4. Membership
  - None
5. Correspondence
  - Geocoder Report
  - Mid-Level and High-Level Strategic Group Notes

No Mid-Level or High-Level Group Notes for August

Maria

### **THE MOTION TO APPROVE THE CONSENT AGENDA FOR AUGUST 19, 2020 WAS PASSED**

Additional Item Added 8/18/2020:

### **6. NAACCR Standing Rules**

A small group has compared the new Bylaws that were recently adopted with the NAACCR Standing Rules. Modifications were presented to the Board for review and approval. The Board discussed the updated changes and impact on the process of the Association. After the detailed discussion, the Board voted on the adoption of the revised Standing Rules.

Maria asked to add a Purpose in the Program Committee section. Angela Meisner agreed. This will be completed. Some members thought that there may need to be more description in the document but no suggestions were immediately voiced. Randi asked the Board to consider any future updates and bring them up as needed.

### **THE MOTION TO APPROVE THE REVISED AND AMENDED STANDING RULES WAS PASSED**



## **Governance**

### **7. Call for New Items to Agenda**

**Randi**

Randi asked for any new items to the agenda.

### **8. 2021 Annual Conference Update**

**Betsy / Randi / Winny**

Betsy began the discussion by providing some general discussion points and background in regard to the 2021 NAACCR Annual Conference. There are still many uncertainties in regard to the current pandemic of COVID-19. Various options are available to NAACCR such as a virtual conference, mixed in-person and virtual, and also offering a different concept of an educational platform. Lori Swain offered the possibility of having some conversations around some sort of NAACCR presence in Indianapolis next year in 2021. Betsy said that there were some discussions around this possibility and will talk more off-line. Kevin added that any kind of travel next year will be unlikely in the Georgia registry. Mary Jane thought that there will be Canadian to US border restrictions still in June 2021. The Board (Monique, Mary Jane, Kevin, and others) liked the idea of breaking up the conference into a day every few months and maybe re-branding the delivery of the educational content if this decision needed to be made. Other discussions centered around possible structure, costing, and planning. No firm concept was decided upon but the Board agreed that any sort of in-person conference most likely is not feasible given what we know today. Consequently, NAACCR should make a final decision as soon as possible and switch gears to plan the new model. Betsy asked if there was anyone that wanted to assist in the planning of the new concept would look like. Monique, Kevin, and Randi offered to discuss options for the flow of the program.

### **9. Ideas and Discussion on 2021 conference**

**Randi / Betsy**

Item discussed above.

### **10. Program Updates**

#### **a. NPCR**

**Monique / Maria**

COVID-19 data items would not be required and they are seeking to link these data items. The NPCR Registry Plus User's Group newsletter updated states on the new cloud-based initiative they are working on in collaboration with the Katmai Registry Plus product team. Program evaluations were due recently by registries.

#### **b. SEER**

**Kevin / Angela / Randi**

The program released their data submission requirement on their web site. Many items are already known to the NAACCR group but one of the recent changes they added are the recurrence data items to cancer facilities. SEER issued a document on data management report (metrics for e-path, follow backs, and other details).

#### **c. Canada**

**Lorraine / Mary Jane**

The AGM would have had their meeting in May but will happen virtually in October. They are seeking to have a 3.5 hour meeting for two days. Their goal is to have the various groups report



and then work through goals etc. The Canadian call for data has been delayed from March to September 2020. The Canadian portal will also be open later in the year. Minutes and agendas of committee meetings will also be available on this portal. Cancer in Young People in Canada online interactive data tool is now available at <https://health-infobase.canada.ca/data-tools/cypc/>.

**Note: Steering Committee updates presented in prior Board / Chair Meeting.**

### **11. Vote on Past Outstanding Dues**

All

The membership of Virgin Islands and Leukemia / Lymphoma Society was discussed. The motion to revoke the membership of the Leukemia and Lymphoma Society was proposed. Charlie will notify the organization of the lapse in membership and offer to help them through the process if they seek to become a member again.

**THE MOTION TO REVOKE THE LEUKEMIA AND LYMPHOMA SOCIETY FOR NON-PAYMENT OF DUES WAS PASSED.**

### **Other**

None

Lori Swain asked Charlie to fix the typo to change the September 19<sup>th</sup> meeting to the intended date of September 16<sup>th</sup>. Charlie will take care of that.

### **12. Adjournment and Next Meeting**

The meeting adjourned at 4:00 PM Eastern. The next teleconference of the Board will take place on September 16, 2020 at 2:00 PM Eastern.

### **Schedule of Board Meetings July 2020 – June 2021**

September 16, October 21, November 18 (Board / Chair), December 16, January 20, February 17 (Board / Chair), March 17, April 21, May 19, June 6 (In-Person @ Palm Springs, Board / Chair)

### Board Standing Reminders and Information

#### **2020 – 2021 Liaisons**

| Committee/Priority Area                | Current FY21                          |
|--|---------------------------------------|
| Standardization & Registry Development | Isaac Hands/Mary Jane King (Junior)   |
| Communications                         | Angela Meisner/Maria Schymura         |
| Research & Data Use                    | Lorraine Shack/Kevin Ward             |
| Professional Development               | Lori Swain/Monique Hernandez (Junior) |
| Strategic Alliances                    | N/A                                   |
| Nominating Committee                   | No need w/new bylaws                  |
| Mid-Level Tactical Group               | Kevin Ward                            |
| High-Level Strategic Group             | Randi Rycroft/Winny Roshala           |



| NAACCR Board Action Items   |                                 |           |
|---|---------------------------------|-----------|
| Item  | Responsible BOD Member / Person | Status    |
| <b>August 2020 Action Items</b>   |                                 |           |
| Charlie will contact L & L Society to notify them of their lapse in membership.                     | Charlie                         | Completed |
| <b>July 2020 Action Items</b>   |                                 |           |
| Mary Jane will ask members of the S&RD if one of them would like to have access to the CCCR portal. | Mary Jane                       |           |
| Charlie will send a Doodle for setting a date for an interim August BOD meeting.                    | Charlie                         | Completed |
| Add to Call for Data 2020 deadlines to July agenda.   | Mary Jane                       | Completed |
| Add changing consulting payment policy for NAACCR Director to July agenda.                          | Charlie                         | Completed |
| Add Setting 2020-2021 Priorities for NAACCR to July agenda.   | Charlie                         | Completed |