



**December 16, 2020**

**MINUTES**

**Roll Call**

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

**Board Members Absent:** Angela Meisner

**Ex-Officio Member:** Betsy Kohler

**Staff:** Lori Havener, Stephanie Hill, Charlie Blackburn

**Guest: Ann Marie Hill – Consultant**

**Governance**

**Owner**

**Strategic Issues for Discussion**

**1. Strategic Management Plan**

**Randi/Betsy**

- Current updates for SMP
- MP Strategic Alliances Follow-Up Documentation S
- MP SA Follow Up (Previously Posted on Board SHARE Site)
- Stan. And Reg. Dev. Goals (Previously Posted on Board SHARE Site)
- Strat. All. Goals (Previously Posted on Board SHARE Site)

This was previously posted to SHARE site in November. The Board discussed this in light of conversations they had with Ann Marie. The plan is currently heavy on the ‘Management’ part, and lacking in the ‘Strategic’ part. They discussed how we rectify that and in what sort of timeframe. Details on the discussion are below.

The summary of the discussion is here. Lori Havener also took detailed notes on the topics. They are included in this summary. Randi detailed the status of the process at this time. Ann Marie Hill was a guest for the meeting. She recommended keeping the plan as management focused but then add the strategic piece later in the process. Ann Marie reviewed the 10-year process of the SMP and the evolution. She sees the gaps in the vision part of the plan. There is comfort in the here and now but not a lot of vision for 5-10 years in the future. She recommended the strategic focus as part of a future step in the process. The Board could tackle this right now but may be challenging given where we are in the process and the time of year that we are at. Mary Jane explored ideas such as employing the help of more visionary roles on the Board. She wondered where the Board wants to be regarding where work gets done with staff, the Board, and how that works with the funding partners. A point of contradiction revolves between funding being provided by standard setters for both NAACCR as well as the registries. Discussion ideas also brought up ASCO type of connections which may assist in long-term funding and partnerships moving forward. Randi said that the best way to accomplish this type of work is in-person and take it on over a couple of years. Mary Jane said that we need the strategy prior to management. Lori Swain said that a lot of the consideration may be the concept of shifting the Board to a governance Board from a

management Board. Kevin said that funding does come into play is that NAACCR and Registries are tied into funding from the federal partners. Maria reminded that from funding partners are contributing (unintentionally) to a separation of the have and have-nots. Randi concluded the conversation saying that we need to continue as a governance Board and need to move toward a bigger picture concept to get visioning ingrained in what we do. The Board will take this time over the next couple of years and few months to develop into a visionary Board with a visionary plan. The Board thanked Ann Marie for her time and help.

[Click Here to See Detailed Summary Below](#)

## **2. Strategic Issue from November – How do we work with the College?**

**Randi**

- Brainstorm talking points and issues. These will be listed as suggested at meeting. We will use our time to define and frame the problem. We will likely brainstorm possible strategies to address the problem(s) at a separate meeting.

Randi said that they will frame the concepts and issues then detail the steps to take. She asked who our customers are and where do their mission statements overlap.

Who are our customers? Is this a piece of information that we need to have on the table in order to have dialogue with organizations? Mary Jane thought that people who consume the CINA data are customers. Organizations are clients. Central Cancer Registries are our customers. IN review of the question of who our customers are is in relation to working with the college and who our audience or customers are so that we can enumerate process of the puzzle to have dialogue with organizations like the college.

Betsy summarized: We serve the registries and look out for the registries. We preserve and maintain the relationships and interests of CDC, NCRA, NCI etc. so that we can achieve consensus and harmony. Mostly to preserve the interests of the Central Cancer Registries. We provide the public with reliable data and information that can be understood. We help researchers by providing data through the registries with high quality standards.

Kevin thinks that the common denominator with the struggles is with the hospital registries that participated on the CoC program for their clinical database. That same hospital has the responsibility to provide a central cancer registry dataset. The field has always tried to collaborate to minimize the cancer registrars burden. The issue is that the hospital reports to both organizations and both are needed for population-based registries. We have to figure out ways to accommodate the needs of both organizations. In the end, we have to maintain and improve a collaborative relationship.

Randi said that another aspect is the College's need for speed and is appropriate care being given now. In the surveillance community there has been a need to take the time to get data right. She wants to address the difference purpose of a clinical type of registry. Are surveillance needs different than clinical needs?

Lorraine also asked to discuss data linkage options regarding the concepts above also.

Maria noted that the college work does not happen immediately. Her impression is that there was not really anyone at the AJCC that worked on the data portion. These organizations are also reliant on getting data from the hospitals. Why can't NAACCR find a strategic way to turn this around.

Betsy was on an AJCC call where the conversation moved toward the question of "What is stage?" They also had discussion on how data for surveillance purposes is different from clinical purposes.

There are very different purposes to what the College wants and needs and what surveillance wants and needs.

Ann Marie asked where is the power held with the various organizations.

### **3. Strategic topics for discussion in January**

**Randi/Betsy**

- What topic should we tackle next?

The Board would like to continue discussions about strategic initiatives to engage the College moving forward.

### **4. NACDD Giving Video**

Betsy showed the Board a video developed by NACDD. This was a video asking organizations to consider supporting NACDD efforts as a donation. The Board discussed the ask from NACDD and...

## **Steering Committee Reports**

### *Suggested Report Structure*

- a. *Any concerns about how the SC is functioning in the following areas?*
  - *Member engagement*
  - *Meeting management*
  - *SC leadership*
  - *Delegation of work to subcommittees*
- b. *Significant accomplishments*
- c. *Resources needed*
- d. *Any documents the Board will need to review/approve in the next couple of months?*
- e. *Specific requests of the Board from the SC?*
- f. *What items did the SC flag to forward to Communications?*

## **Standardization and Registry Development**

### **5. Steering Committee Update**

**Isaac / Mary Jane**

No update needed for December.

## **Research and Data Use**

### **6. Steering Committee Update**

**Lorraine / Kevin**

No update needed for December.

## **Professional Development**

**Owner**

**7. Steering Committee Update****Lori S. / Monique**

No update needed for December.

**8. NAACCR Mid-Year Meeting Decision on Final Date****All**

- Final date of meeting is February 17, 2021. Most likely an AM session and PM session.
- Update.

Lori H.

The date of the mid-year meeting will be on February 17, 2021. There will be an AM session and a PM session. The primary purpose of the meeting will be to advance the plans of the Strategic Management Plan. Lori provided background on the timing and rough plan for the day. More details will be available in January 2021.

**Strategic Alliances****9. Steering Committee Update****Randi / Betsy / Winny**

Detailed updates were discussed earlier in the meeting. No update needed for December.

**Communications****10. Steering Committee Update****Angela / Maria**

No update needed for December.

**Other Board Business****Program Updates****Program Updates**

Check in with the Board on whether these partner program updates are useful:

a.) could they be structured differently; b.) should we instead ask the various organizations to provide bullet points to us; c.) ask for something written and place in the consent agenda, etc.? Betsy voiced her opinion that the updates are still very valuable to her. NAACCR is not a part of every piece of communication for each entity. Therefore, these updates are good. Written reports are not very practical. In summary, this is still valuable and will remain in the agenda.

- **Canada**

**Lorraine / Mary Jane**

Mary Jane commented that Canada does 18-month data. For 2020 the process was delayed. In 2021 it will start in September which is what was done in 2020. In addition, an updated record will be sent in September, October, and December. They want to eventually get back to March, they need to ensure there will be no vendor issues etc.

- **NPCR**

**Monique / Maria**

Monique said the NPCR call for data was in November. A Town Hall Meeting was held in December. They talked about the continuing applications and enhanced discussions of their data modernization project. This is mainly cloud-based path reporting etc. A new COPE Study is identifying processes and procedures at registries. They are onboarding certain registries to track the time doing those activities, personnel, etc. They are seeing to involve 18-20 registries. Maria noted that the RFP does include the modernization efforts but they want to include the

local lab reports. Winy also said that Mary Lewis announced she is retiring by the end of the month.

- **SEER**

**Kevin Angela**

Kevin said they had their virtual SEER meeting recently. The program side has been working on united healthcare and their data streams. Annual reports are due soon.

### **11. Other**

Betsy mentioned in her ED report that we have two staff members that will be out for 6-8 weeks. This will happen in January and February. We plan to look for help with some consultants and also find temporary help with a part-time employee to add more hours. The NACDD project is also ending during this time and we may need to increase the consultants for that objective to finish the project.

## **Consent Agenda**

### **12. Minutes**

- November 18, 2020 Minutes

### **13. Correspondence**

- Mid Level Group Notes
- No View High Level Group Notes Provided

### **14. Geocoder Monthly Report**

- Geocoder Report

### **15. Executive Director's Report**

- ED Report

### **16. Membership Applications**

- None

### **17. Financial**

- Current Financials

**THE MOTION TO APPROVE THE CONSENT AGENDA WAS PASSED.**

### **18. Adjournment and Next Meeting**

**All**

The meeting adjourned at 4:07 PM Eastern. The next meeting of the Board is Wednesday, January 20, 2021.

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

January 20, February 17 (Board / Chair Online Meeting), March 17, April 21, May 19, June 16 (no in-person)

## 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
October (No significant tasks listed since October 2020)		
SMP work group to discuss 3 or 5 year SMP plan and bring back recommendation to the Board.	Lori Havener	Completed
CIAG - Lori Havener will share the group's charter and roster with the Board in advance.	Lori Havener	Completed