March 8th, 2021

COMM Minutes

* 

**Antoinette Stroup**

00:04:04hi everyone.

* 

**Angela Meisner**

00:04:08Good morning.

* 

**Antoinette Stroup**

00:04:12Happy Monday.

* 

**Angela Meisner**

00:04:15so far.

* 

**Antoinette Stroup**

00:04:34Hello my California friend.

* 

**Unknown Speaker**

00:04:42So good to see everybody.

* 

**Antoinette Stroup**

00:04:47Dan is on which is awesome.

* 00:04:51Lynn is on.
* 00:04:53can see Katie logging in.
* 00:04:56Angela.
* 00:05:00Give a people give people some time.
* 00:05:04um I actually sent the agenda and.
* 00:05:10The attachment for the agenda, which is our our quote unquote final management plan I’m just a few minutes ago, less than 15 minutes ago I think everybody's email so.
* 00:05:23But I’ll share it with you they've also been uploaded into our share space, so you guys can go into the sharpest space as well later on.
* 

**Kyle Ziegler**

00:05:35yeah I mean.

* 00:05:37The light, you know I have an appointment at or another meeting at nine so I’ll have to jump off a few moments before.
* 

**Antoinette Stroup**

00:05:45Sure, well, hopefully we won't be on the call you know more than that, but.

* 00:05:54let's see Susan’s on I see.
* 00:05:58Maria.
* 00:06:04I actually think.
* 00:06:07we're at a good spot, especially since I’m Mr Members are nicer office staff are not going to be joining today.
* 00:06:17they're all at a.
* 00:06:20I guess a.
* 00:06:22woody call it like a training session.
* 00:06:27So why don't we go ahead and get started I’m going to share my screen.
* 00:06:44Okay, can everybody see my screen.
* 

**Angela Meisner**

00:06:48Yes.

* 

**Antoinette Stroup**

00:06:49Okay awesome hopefully it's big enough, I tried to like make it bigger but um let's see so.

* 00:06:57Charlie Tyler Monica Betsy Stephanie, though, are not attending Angelo’s on Maria Dan Katie Lynn Chandrika Susan Tyler I think did Melanie joy, yes, she joined, so I get I think we're all here wow I think that's a record for us.
* 00:07:15um alright so let's go ahead and just kind of jump into our agenda.
* 00:07:21There are some key things that I have we have to make sure that we talked about today, the first thing is the naysayer narratives spring issue Chandrika unfortunately Monica is not on, so she can kind of help chime in in terms of like.
* 00:07:38Things that might need a nicer perspective, maybe you can help the listener.
* 

**Chandrika Rao, NC CCR**

00:07:43So regarding on as a narrative so far I’ve just received one article that's it and I was going to reach out to Susan today.

* 

**Susan Gershman**

00:07:54yeah I’m going to do it today I’m sorry.

* 

**Chandrika Rao, NC CCR**

00:07:58Okay, no that's okay yeah until unless you send out your emails nobody responds so.

* 

**Unknown Speaker**

00:08:07yeah.

* 

**Melanie Williams - Texas Cancer Registry**

00:08:09Can we help promote maybe the upcoming forum.

* 00:08:15And then newsletter if we need articles it's Melanie.
* 

**Chandrika Rao, NC CCR**

00:08:21yeah.

* 00:08:23i'm definitely that would help us.
* 

**Melanie Williams - Texas Cancer Registry**

00:08:28i'm sorry I might not be using the right term I know we're not calling it a conference you know.

* 

**Chandrika Rao, NC CCR**

00:08:33Someone for me.

* 00:08:37Yes, I think that would be a great place for us to showcase and also.
* 00:08:43recruit people.
* 00:08:46To make sure that they the responsive.
* 

**Antoinette Stroup**

00:08:50Right so Chandrika according to our notes last time you were supposed to get and an article from Stephanie hill.

* 00:09:00So you may want to maybe pinged and just maybe remind her that you're waiting on a forum article, the not forum website form but forum summer for them.
* 

**Unknown Speaker**

00:09:11Okay.

* 

**Antoinette Stroup**

00:09:13But I think Stephanie said that she would write something up for that.

* 

**Chandrika Rao, NC CCR**

00:09:19Okay, no I’m not.

* 

**OH-Lynn Giljahn**

00:09:22yeah, and this is Lynn I don't know if anybody else has come across as it is really hard they have this so buried on the website, you can barely find the information.

* 00:09:34For the summary form yeah it should.
* 00:09:37Be on the main on the main dash and it's not there anymore, you have to go to the.
* 00:09:44The annual meeting and then, when you go to the annual meeting you actually find every other meeting except the Nice or one this this year's but it just somehow really got buried on the website and.
* 00:09:58i'm I get personally I don't think there's a place to register is there, so I just went on the website.
* 

**Antoinette Stroup**

00:10:06Lynn and I long.

* 

**OH-Lynn Giljahn**

00:10:09landing page.

* 

**Antoinette Stroup**

00:10:10i'm on the landing page right now.

* 00:10:12And under announcements it's like it's listed there 2020 minutes or form registration open there's a link.
* 

**OH-Lynn Giljahn**

00:10:22Okay almighty I think it was I found it another place previously so but still to be the number one announcement on there, I mean I don't know Okay, thank you yeah this.

* 

**Angela Meisner**

00:10:37This is Angela I’m on love planning committee Lynn I could take that feedback back to them.

* 

**OH-Lynn Giljahn**

00:10:44yeah cuz I know before it was actually a banner there yeah I thought, so too.

* 00:10:49mm hmm yeah.
* 

**Angela Meisner**

00:10:52i'll take that feedback.

* 00:10:53back to the planning committee make sure it's more of a.
* 

**OH-Lynn Giljahn**

00:10:56Thank you, thank you.

* 00:11:01sorry about taking you off that.
* 00:11:04topic that's okay that's okay it's good that.
* 

**Antoinette Stroup**

00:11:07you're bringing it up.

* 00:11:08Yes, um.
* 00:11:09And Melanie what was the other article that you that you said was.
* 

**OH-Lynn Giljahn**

00:11:14I think I missed it.

* 

**Melanie Williams - Texas Cancer Registry**

00:11:16No, it was what we had already planned for from Stephanie.

* 

**Antoinette Stroup**

00:11:19Okay, all right perfect um alright, so the other things that I think Chandrika that I’d like to make sure that we coordinate with the SNP work group.

* 00:11:32Is depending on when like when is the release of the narrative supposed to come out.
* 

**Chandrika Rao, NC CCR**

00:11:41i'm.

* 00:11:43Monica said once she is backed by March 15 should be able to.
* 00:11:47put everything together.
* 

**Antoinette Stroup**

00:11:49march 15.

* 00:11:50Okay, so that means that we could potentially get two things put into the narrative one is maybe a save the date Angela for the SNP public comment period.
* 00:12:05And the town hall that we're planning right.
* 00:12:07From the SNP work group um.
* 

**Chandrika Rao, NC CCR**

00:12:13I know so far I received.

* 00:12:16One from April Austin.
* 00:12:20Regarding the Nice election results which I forwarded that to Charlie.
* 

**Unknown Speaker**

00:12:24Okay.

* 

**Antoinette Stroup**

00:12:40Okay, so Angela do you um I know that you're going to probably work with Sarah, but do you need anything from us in terms of like what you would like to put into that um save the date thing or.

* 

**Angela Meisner**

00:12:53Yes, yeah I was that yeah we definitely need to send you guys something do you.

* 00:12:59wish.
* 

**Antoinette Stroup**

00:12:59yeah why don't you just send it to me yeah just send it to me and I could help you.

* 

**Angela Meisner**

00:13:04Okay, so just a quick.

* 00:13:05brief you know there's going to be a comment period in town hall.
* 

**Antoinette Stroup**

00:13:10yeah yeah I didn't know what to call it, I mean.

* 

**Angela Meisner**

00:13:12I like to save the day.

* 

**Antoinette Stroup**

00:13:13You know, save the date, and then I had a call with us, with the research and data use steering steering committee chairs and resend us Sherman last Friday and they actually have an upcoming NAACCR talk it, which is being given by.

* 00:13:36Chris Johnson I don't know what the title is, but I think that if the narrative is going to be issued on or released on march 15 um, we should try to get something in there about that Nice or talk, which I think is scheduled.
* 

**Susan Gershman**

00:13:58On the 24th.

* 00:14:00I agree, I have much time to use SAS tool to convert xml to flat file okay it's fine until March 21 I understand why the narrative is being really so early isn't it usually April, and then the next one would be July or August I don't think the committee corner would be ready by then.
* 

**Chandrika Rao, NC CCR**

00:14:28yeah I think.

* 

**Maria Schymura, NY State Cancer Registry**

00:14:29Three cars that Monica will be back on 313 I don't think that it's always out on 315 yeah that's right, it should be back.

* 

**Chandrika Rao, NC CCR**

00:14:38On my 15th and then she said she.

* 00:14:43said it's okay to.
* 00:14:46extend the deadline.
* 

**Susan Gershman**

00:14:48yeah good.

* 

**Melanie Williams - Texas Cancer Registry**

00:14:52yeah.

* 

**OH-Lynn Giljahn**

00:14:58So this is when again.

* 00:15:01And again, I don't know if there's anything, our group can do about this or not, but it's it really would be helpful.
* 00:15:10If they're going to be things like mailer talks, or whatever that they're the same time, every month that we can put things on our calendars we know they're coming I know this year's a different type of year, but I would expect that some people are going to actually be on a spring break.
* 00:15:28But you know, at one time there was a nature journal club, there were other things and.
* 00:15:34You know just even like our own meeting you know, things are helpful when they're you know when they're coming and you may not know the topic, but you can at least get things nailed down on your calendars and has there ever been discussion among the Executive Board of trying to.
* 00:15:52do things like that so.
* 

**Antoinette Stroup**

00:15:55That we've, so this is later on in the agenda and land.

* 00:15:59Where we're going to devote some time, on the communication schedule or calendar and I’ve already started talking with the steering committee chairs, given the opportunities that I have where we're all together to start planning in advance and getting things scheduled.
* 00:16:21Perfect Thank you so we could we could start talking about maybe standardizing what's hard is is, I think, for the RD you group when they scheduled Nice or talks it's really.
* 00:16:31Good if they can do it, I think, as.
* 00:16:33far in advance as possible, they may be able to get a regular schedule down, but I think they're really at the mercy of the speaker schedule, you know and sometimes there could be fudging.
* 

**OH-Lynn Giljahn**

00:16:45that's My guess.

* 

**Antoinette Stroup**

00:16:46But I’m thinking that, like everything else if you can.

* 00:16:49schedule it, you know enough in advance with advance notice, you can.
* 00:16:54try to get things on.
* 

**Susan Gershman**

00:16:56All right, thank you yeah.

* 00:16:59I know that there.
* 00:17:03Is a webinar scheduled March, April and May I only have the exact date for the March 24 and we're working on.
* 00:17:13July, but I don't think it's I don't know when they April, one is, I have to check with resend up but I don't think it's you know, like always March, you know the 24 hours are for Thursday, I think it yeah it is it.
* 00:17:29depends on the schedule for the speaker so.
* 

**Antoinette Stroup**

00:17:32Right right well actually the fact that the fact that we may not we may not see a nicer narrative until April, means that we have to come up with a plan B um for some of these are time sensitive announcements um so.

* 00:17:56I think I know Monica is on on.
* 00:18:01His is is out today at that training, but we should Chandrika we should definitely.
* 00:18:08communicate with Monica to get an actual date there.
* 00:18:13um.
* 00:18:19i'm sorry, who was that.
* 

**Chandrika Rao, NC CCR**

00:18:23I heard my.

* 

**Antoinette Stroup**

00:18:24background noise okay.

* 

**Chandrika Rao, NC CCR**

00:18:30yeah I lost your you were saying something to reach out to Monica and I lost your raw.

* 

**Antoinette Stroup**

00:18:36yeah just to get a better idea of when the naysayer narrative is going to be released.

* 00:18:46it's obviously going to if it's not going to get released, you know until April, then there's a couple of things that are going to get that we're going to have to like you know, develop a plan B, for that is the SMP um save the day and then this is going to need you know, a plan B as well.
* 

**Chandrika Rao, NC CCR**

00:19:18Oh nice an email.

* 00:19:21to everybody, the dates for these two are regardless of.
* 00:19:25The narrative that we are, we have covered it.
* 

**Susan Gershman**

00:19:29serve announcement.

* 

**Chandrika Rao, NC CCR**

00:19:30Just do a listener yeah so yeah.

* 00:19:38yeah if I can get them.
* 00:19:41Exact language I’ll be happy to send it.
* 

**Unknown Speaker**

00:19:44mm hmm.

* 

**OH-Lynn Giljahn**

00:19:49Okay, the message, when one more time, you know going back out again to the nature Forum, the schedule really has no information in it.

* 00:19:59I mean it doesn't have anything about the presentations when is that going to happen.
* 00:20:07I mean it just says breakout plenary.
* 00:20:10It hasn't.
* 00:20:11It hasn't been finalized yet.
* 00:20:15yeah I again, you know I’m not going to sign anybody up to go until there's a schedule, I would have thought abstracts would have been accepted by now.
* 00:20:25But maybe not.
* 

**Angela Meisner**

00:20:30Those haven't been announced, yet.

* 

**OH-Lynn Giljahn**

00:20:32Okay we've reviewed them but I don't think every.

* 

**Angela Meisner**

00:20:35Nothing I mean.

* 

**Maria Schymura, NY State Cancer Registry**

00:20:38You know the absence.

* 00:20:39drafts weren't doing until.
* 00:20:41January, and then they extended the deadline so they actually didn't go in until fairly late in.
* 00:20:47January yeah yeah sure.
* 

**OH-Lynn Giljahn**

00:20:50This is Melanie I.

* 

**Melanie Williams - Texas Cancer Registry**

00:20:52found so I had sent the announcement out.

* 00:20:56um I don't know whenever one of the earlier ones was about the early bird because we obviously want to you know take advantage of the price break and then I’m excited in that you know more of my staff can actually attend.
* 00:21:09And then would normally be otherwise, if it were in person, and I think that maybe there's just like some kind of code phone going on to I don't know, I feel it, but I was really shocked when like one person in my team signed up for it and.
* 00:21:27And it was someone who had actually attended in person before so.
* 00:21:32I guess, I mean ultimately what I wound up doing is that I know the quality of the new user conference or forum, or whatever we are is guaranteed, so I just told my team you're all the EPI team at least you're all going.
* 00:21:45But it remains to be seen, I think that we do need a more detailed agenda for some of my other folks to make a decision, especially in the operations area because.
* 00:21:54nc ra is not that far apart, and of course it's a pretty full agenda and staff have a limited amount of like their brain, I think, still in what they in sitting in the virtual meetings.
* 00:22:07So I guess my long winded answer is that, yes, if we could at least.
* 00:22:11Maybe the put something out about the plenary is I mean those are always settled up first or whatever additional information you can do to promote it, I think, would be good, because.
* 00:22:19I feel like people are feeling a little kind of law or maybe that's just Texas, because we don't wear masks but I don't know.
* 

**Antoinette Stroup**

00:22:28I don't think so, I think that, like.

* 

**OH-Lynn Giljahn**

00:22:30Things like.

* 

**Antoinette Stroup**

00:22:31I think we have like zoom fatigue to you know.

* 

**OH-Lynn Giljahn**

00:22:36And yes, I want to cut.

* 

**Melanie Williams - Texas Cancer Registry**

00:22:38Everybody slack because it's still a really weird time and I can't believe it's a year.

* 00:22:43i'm coming up on a year but yeah if we could do whatever we can do.
* 00:22:47To help promote you know, whatever has been decided already you know I get it, that the breakouts are harder, but so I’m not worried about that so much, but anything we can do to promote the theme just the events, the you know any of the speakers that we already have, I think, would be helpful.
* 

**Angela Meisner**

00:23:05and

* 

**Melanie Williams - Texas Cancer Registry**

00:23:06i'll even put my money where my mouth is, if if we need help, or if Stephanie needs help because I know Stephanie doesn't have any other duties to worry about I’d be happy to help with that article.

* 

**Angela Meisner**

00:23:18And Melanie all the Texans are coming over here to New Mexico.

* 

**Melanie Williams - Texas Cancer Registry**

00:23:22I know my next door neighbor actually keeps the House in Santa.

* 00:23:24fe and.
* 00:23:25Yes, they are going.
* 00:23:27To New Mexico it's.
* 

**Angela Meisner**

00:23:29making us nervous.

* 

**Melanie Williams - Texas Cancer Registry**

00:23:30To get vaccinated and now they're going back yes.

* 

**Angela Meisner**

00:23:35um do you.

* 00:23:36For the.
* 00:23:37Since I’m.
* 00:23:38On the forum, do you want me to mention anything.
* 00:23:41Past this feedback on to.
* 

**Melanie Williams - Texas Cancer Registry**

00:23:46mean could we even like, even if it were nicer listserv announcements, which are also pretty easy to draft anything to tease or promote I.

* 

**Antoinette Stroup**

00:23:54think any of the.

* 

**Melanie Williams - Texas Cancer Registry**

00:23:55aspect more detailed aspects.

* 00:23:57Of the.
* 

**OH-Lynn Giljahn**

00:23:58Of the website.

* 

**Melanie Williams - Texas Cancer Registry**

00:24:00would be great because, even if we put a banner across it, it still requires someone to go out and stop what they're doing and look and so.

* 00:24:07Whereas, admittedly, I still love the nature listserv announcements it's just so I can be as passive as I want to be and I’ll see them, I always read them so I’m.
* 

**Chandrika Rao, NC CCR**

00:24:20yeah.

* 00:24:20yeah like Melanie said I took advantage of this online than.
* 00:24:25me Sir forum and I went and registered for all me.
* 00:24:27staff, otherwise I cannot send everybody, so I said okay nobody's.
* 

**OH-Lynn Giljahn**

00:24:31Going and.

* 

**Unknown Speaker**

00:24:33So.

* 

**OH-Lynn Giljahn**

00:24:35Well, and this is Lynn I can't do that I can't send this, I cannot make those decisions and I can't get back to sign of approval from the people above me with an agenda that says tbd all over it.

* 00:24:48Because when I say I need I’d like you know six people to go to this, and this is, they say, well why what's going to be presented.
* 00:24:55Well, the agenda doesn't have any information in it, so you know, again I there's very few decisions I can actually make on my own and not having anything to push up the chain to say here's the agenda.
* 00:25:12And again the fact that in CRA has there's available it's kind of like well how is there, so you know, so I think even from a planning standpoint for next year, probably needs to be backed up a little bit if we're going to get sued jammed.
* 00:25:28But the other thing is there anything going to be in the newsletter about national cancer registers week if somebody's writing an article on that or is that coming from the nature office.
* 

**Melanie Williams - Texas Cancer Registry**

00:25:39Now we manage all that last year.

* 00:25:43I think worked with with the main folks may Sir.
* 

**OH-Lynn Giljahn**

00:25:50Okay, I.

* 

**Antoinette Stroup**

00:25:53Think I’ll check with our check with Stephanie on.

* 00:25:55That and then.
* 00:25:57i'll send Stephanie an email I’m Nice or might work, maybe within CRA to get something out for that, but I think it's good if it's an April to.
* 

**OH-Lynn Giljahn**

00:26:06put it in the narrative for sure.

* 

**Chandrika Rao, NC CCR**

00:26:08that'd be good.

* 

**OH-Lynn Giljahn**

00:26:10yeah I’m working on my own newsletter for our state and so it's one of the first items I’ve put in our newsletter.

* 00:26:18yeah.
* 00:26:20yeah.
* 

**Melanie Williams - Texas Cancer Registry**

00:26:21it's nice yeah last year Nan we sent Katie I think Katie’s on the call.

* 00:26:28And ncr a prepackages everything on their website for, and so it was just a matter of us going and accessing the materials that they provided out there, I think, and then I messaged the current president and requesting the letter which I remember Randy wrote a beautiful letter.
* 

**Antoinette Stroup**

00:26:47And then just work with.

* 

**Melanie Williams - Texas Cancer Registry**

00:26:50Make sure and get that out so.

* 00:26:52I wasn't anything other than using the materials that were.
* 00:26:55Provided already by ncra in terms of working with them.
* 

**Katie Dahlquist**

00:26:58Okay, this is Katie I don't remember if we have anything in the newsletter, but we do, but we did do something on Twitter and I something was sent out on the list serve.

* 

**Melanie Williams - Texas Cancer Registry**

00:27:10Right yeah the newsletter wasn't timed for it.

* 

**Unknown Speaker**

00:27:14yeah.

* 

**OH-Lynn Giljahn**

00:27:18Well, and again on the Nate Sir on the nature website, they could just simply put the banner up there.

* 00:27:24that's what we do again in our state's website is we put it up there for a week, just like they put up public health week and again it's just something that you see when you come on to the nicer landing page.
* 

**Antoinette Stroup**

00:27:52Okay.

* 00:27:55else.
* 00:27:58I completely forgot it, I mean we're planning for for national cancer registrar's to to here in New Jersey, but I completely forgot about that, for me, sir.
* 00:28:14Okay um Chandrika I was curious if you received any feedback or anything with regard to that announcement that you made on the last day Sir narrative.
* 00:28:29cycle, with regard to like upcoming deadlines call for articles, did you get any responses back.
* 00:28:36Knowing people directly related to that announcement.
* 00:28:39No, no okay.
* 

**Chandrika Rao, NC CCR**

00:28:42No yeah um I, I think, in that I also included all the past now links to the past narratives and then future down deadlines for the narratives no nobody.

* 00:28:54said anything.
* 

**Unknown Speaker**

00:28:55Okay.

* 

**Chandrika Rao, NC CCR**

00:28:57Why did you hear anything.

* 

**Unknown Speaker**

00:28:59From no I haven't.

* 

**Antoinette Stroup**

00:29:01No nothing.

* 00:29:04Okay, I was just curious if people like reacted to that, and you know alright, so the next thing on so you know.
* 00:29:15And for anybody, that is, on the call if there's anything else, that you can think of that we should think about putting into the narrative or that is coming up in the next few weeks, definitely you know send an email out to the group and.
* 00:29:31include Tyler and Monica on the email as well.
* 00:29:36Alright, so on the SNP update so um I’ve attended a couple of meetings, since the last time that we spoke and I just want to thank a.
* 00:29:47steering committee members who provided comments on the last version from last month, and they were incorporated into into the final and then, so the the Board and the other chairs, who I had a chance to meet with, I think it was last week and didn't have any major comments or edits and.
* 00:30:17Isaac hands, who actually is a very active member of like the xml workgroup that he he his comment, when we were on the board chair call was related to the forum.
* 00:30:32The the online forum and you might recall that we have like an objective several objectives that are related to the forum.
* 00:30:42But he said that he was really recommending that were evaluate the forum, he said it's clunky, even though the xml work group utilizes it it's just not it's not easy to.
* 00:30:56engage with I guess and resend a Sherman who helps support the research and data use group she concurs you know, so I think that our evaluation of the boron and assessing it's you know you like feasibility of continuing to use it.
* 00:31:18For other stuff is really timely at this point, so I think.
* 00:31:22From my perspective, that was like the biggest you know, the biggest comment but it's reassuring that that a couple of people have mentioned that it's you know that we should definitely revisit it.
* 00:31:33And the Board is going to be reviewing all of the steering committee plans on on Wednesday march 17.
* 00:31:43And we should hear you know back I don't expect.
* 00:31:49It not to be approved, especially given the limited comments and edits that we had.
* 00:31:56from them so that's a quick update and I included that draft, along with the agenda in my email today and it's also uploaded onto our share space.
* 00:32:08Okay, so any questions about the SMP.
* 00:32:13There, there are before anyone asks it part of the communication schedule on the next agenda item includes key dates for the SMP rollout so we can go over that.
* 00:32:27As part of the schedule.
* 00:32:35Okay, great carrying on and moving forward alright so um This obviously doesn't look like a calendar.
* 00:32:44i'm still kind of trying to find a good sort of scheduler tool I’m actually leaning towards just using like excel for right now, because it's probably the most.
* 00:32:57editable and sortable and expandable you know, based on all of the stuff that we might be putting into the schedule.
* 00:33:06In the meantime, this is sort of our brain dump if you will have all of the things that I think that we've discussed in the past.
* 00:33:16And we might need in the future, when we start to develop this more comprehensive communication schedule, so a few key things to update you guys on is that.
* 00:33:32On the last steering committee chair call that I have with the other chairs, they did all of them did say that they have like a communications action item on all of their agendas.
* 00:33:44um this you know, some months it's hit or miss you know and I’m when I spoke with the RD you team, last Friday, one of the things I think that some of the steering committees are struggling with is how to get that information.
* 00:34:01To us, and then on, so you know our sort of scheduler and you know, building a process for that is is is coming at a timely time.
* 00:34:16So, but, but just know that they all have communications action items so that will actually help with sort of planning in advance I’m the.
* 00:34:27I, as this as a communication steering committee chair have also had an opportunity to touch base with the other chairs during our quarterly board chair meetings.
* 00:34:38And our Chair only meetings so starting this year, what we started to do was.
* 00:34:45We would spend an hour in the board chair meeting and then after the board chair meeting.
* 00:34:51All of the chairs get together without the board for another hour, so that we can just kind of collaborate talk about what's going on it's during those meetings that I think will also have an opportunity to catch things that might be coming coming down the Pike or like if.
* 00:35:10We have something that we want to point out to them or get their input on that's going to be another opportunity so.
* 00:35:18What I’ve been trying to do is sort of like build these connections and opportunities to promote that communication between all the steering committees and the board.
* 00:35:28And we're pending on you know, the development of a process of course to get, as I mentioned the steering committee activities and products admitted.
* 00:35:39And of course we're kind of it's part of our you know management plan that we just drafted on to to develop all that and we definitely have to set up some work groups and task forces in order to make sure that all of the moving parts are kind of taken care of.
* 00:35:59And that is something that we definitely have to work on, and then I started to kind of.
* 00:36:07You know, incorporate different things that is kind of should be on our radar, and that is, I think we were talking about this, all the different on narrative release dates I think should be a part of this schedule.
* 00:36:23That is going to like.
* 00:36:27that's going to like you know bloom into you know, not just a spring narrative date, but if we work backwards it's going to include what.
* 00:36:38The articles are doing and then us also incorporating different due dates for different activities or articles that we want to put in there again trying to promote advanced planning as much as possible and the there's also information on here about.
* 00:36:57The research and data use products that Lucinda and the RD chairs.
* 00:37:05conveyed to me last Friday’s so you know, this is in March, the nature talks apparently they're supposed to be every month.
* 00:37:14But they have not been scheduled like it's like I don't know what dates they're going to happen, I have asked Linda to give me up kind of summary of all of the things that are coming up in them in their schedule, so a lot of that is here.
* 00:37:31And they definitely said that they want to work with us as far as like promoting the Nice or blog in the forums too so I’m.
* 00:37:42That.
* 00:37:44This is all I know about like what RU is coming out with one thing I do know from professional development is they want to start to promote or announced their Ambassador program I think Angela.
* 00:37:59you've been part of the.
* 00:38:02The lead you're like taking the lead, or have been involved in leading that effort so right now that's the only one that I kind of know that is coming up, I don't have any Snr D or strategic alliances activities, although I’m sure Snr do have things like you know.
* 00:38:27You know manuals and volumes and stuff that are coming out that I guess you know when we get those schedules, we can add them to the calendar.
* 00:38:39Now, before I move on does anybody on the call have any information from any of the steering committees are these priority areas about stuff that we should at least put a placeholder for on our calendar.
* 

**Chandrika Rao, NC CCR**

00:39:01I don't know I’m not on any of these so I don't I wouldn't know yeah.

* 

**Kyle Ziegler**

00:39:09yeah hi I’m I don't have anything I’m on the ambassador program with Angela but I mean I don't have any information on any of these others.

* 

**Antoinette Stroup**

00:39:20Okay.

* 

**OH-Lynn Giljahn**

00:39:22um, so this is Glenn I I’m involved in a couple projects and I haven't seen anything about these in the.

* 00:39:30newsletter one of them is this big childhood cancer project that nature's involved in.
* 00:39:38Again I don't think it's with any of the committee's but you know it's stuff like this that I don't always know about and then I know when I’m on calls with CDC they always talk about the.
* 00:39:51These mid-level and different level tactical work group, but I never see any information coming out on them from Mesa so I don't know if I’m overlooking them.
* 00:40:04But I think nature has us, I mean I think they're involved in them with CDC and again it's the process that.
* 00:40:12I.
* 00:40:14I I don't know if other people feel the same, but again there's things that are going on that aren't necessarily part of a I don't think they're part of a word, one of the steering committees but.
* 00:40:29Again it's it's there's if it said there's this stuff going on that falls outside of the work groups, I believe.
* 00:40:36I don't know if Maria or Melanie would have more insight there.
* 

**Maria Schymura, NY State Cancer Registry**

00:40:42The Board sees those minutes at their board meetings, but the way they're written up it's not really conducive to a newsletter.

* 00:40:52You know they're very cryptic it's like an s spreadsheet this issue came up you know I mean unless you really know what's going on the Minutes aren't going to be that helpful.
* 00:41:06and
* 

**Antoinette Stroup**

00:41:06I don't allow is.

* 00:41:08Still, is still leading that group.
* 

**Maria Schymura, NY State Cancer Registry**

00:41:13No, I don't think the MID level tactical group was ever led by Liz that's it no no okay.

* 

**Angela Meisner**

00:41:24that's a this is Angela that's a really good point just to ECHO agreement with Lynn and Maria if there was a way to.

* 00:41:34summarize or something with what's going on within mid-level and high level groups because, like Maria said, we do see them.
* 00:41:41The Minutes at the board.
* 00:41:42Meetings but I’m always not.
* 00:41:45always clear what they mean.
* 00:41:49I think they'd be of interest to the.
* 

**Maria Schymura, NY State Cancer Registry**

00:41:52Larger membership, I think I think it's a good point I just don't know who who would write them up for the narrative.

* 00:42:02Because all people are extremely busy, but so it would come down like with the Nice or staff write them up and, and so we can raise that as a topic on our board meeting sure yeah and see do.
* 

**Angela Meisner**

00:42:20I think Scott.

* 

**Maria Schymura, NY State Cancer Registry**

00:42:22made her.

* 

**Antoinette Stroup**

00:42:23yeah definitely so.

* 00:42:24May, Sir, has Betsy on it, I think the.
* 00:42:27President and.
* 00:42:29Either past president or.
* 00:42:31President elect also attend the High Level strategic planning group I’m.
* 

**Maria Schymura, NY State Cancer Registry**

00:42:37not know the middle path right group that.

* 00:42:41Right dress right.
* 00:42:43Right.
* 

**Antoinette Stroup**

00:42:43Why, I added the high level in.

* 00:42:45There too okay.
* 00:42:49I think the Snr D.
* 00:42:51Co chairs attend the MID level.
* 00:42:53tactical group.
* 

**Maria Schymura, NY State Cancer Registry**

00:42:57yeah.

* 00:42:59yeah.
* 

**Unknown Speaker**

00:43:00Okay.

* 

**Antoinette Stroup**

00:43:02I don't know call out to 10s.

* 00:43:03Maybe Stephanie might attend.
* 

**Maria Schymura, NY State Cancer Registry**

00:43:06i'm just I’m going to I’m looking to look at the Minutes okay.

* 

**OH-Lynn Giljahn**

00:43:23And again live again, you know it just it's just I think there's a lot of stuff going on and.

* 00:43:30You know, it sounds like many of you are on the board and you hear about this stuff but.
* 00:43:35If you're not again if we're trying to get people involved or to know what's going on, we sometimes share a lot of stuff for information gets shared and it's like well what is that and.
* 00:43:46You know how did people get selected for it and you know what do they do and what kinds of things do they talk about and.
* 

**Maria Schymura, NY State Cancer Registry**

00:43:57I mean, I think you know doing a general article explaining what the High Level and the MID level groups are, I can see that as being feasible to.

* 00:44:10Watch viewership.
* 00:44:12I don't know how feasible doing you well, first of all, these are monthly so I don't know.
* 

**OH-Lynn Giljahn**

00:44:17How about write something or each nice eredivisie.

* 

**Maria Schymura, NY State Cancer Registry**

00:44:21But we can bring that up with the board.

* 

**OH-Lynn Giljahn**

00:44:24Oh yeah I wouldn't think every month, but it's just you know I assume they're they're reviewing things and making decisions and even kind of knowing These are the kinds of things that are coming to their attention you know I don't know if they ever want any input or feedback.

* 00:44:41Maybe they don't maybe that's their job to do all of that, but.
* 

**Maria Schymura, NY State Cancer Registry**

00:44:45that's why Mr does their surveys, so they get input in the back.

* 00:44:52yeah so so yeah The co-chairs of the Registry, whatever that committees, called the staring what's that.
* 00:45:03That man was for to on it and from the Nice certain death behave in this war, but the meeting this code share insights sure bonded lunch.
* 

**OH-Lynn Giljahn**

00:45:15For been from nci in mind.

* 

**Maria Schymura, NY State Cancer Registry**

00:45:17shift from CDC.

* 

**OH-Lynn Giljahn**

00:45:19Thank you.

* 

**Antoinette Stroup**

00:45:25name.

* 

**Maria Schymura, NY State Cancer Registry**

00:45:27What.

* 

**Antoinette Stroup**

00:45:28Can you spell Manchester name for me.

* 

**Maria Schymura, NY State Cancer Registry**

00:45:31And a can I am her first name double you use her last name.

* 00:45:39As I.
* 00:45:41know and an and a star first name w you are lens name cannot show who and so lot sometimes there I guess so Stephanie’s frequently and guests, but she's not you know, one of the densest may that may serve people okay.
* 

**Antoinette Stroup**

00:46:03It might be Lori.

* 

**Maria Schymura, NY State Cancer Registry**

00:46:06yeah I said Lori and list Ward in addition to the Co-chairs of the.

* 00:46:13Reading registry up and whatever that is called.
* 

**Antoinette Stroup**

00:46:20Okay, you know when somebody said, the word survey it triggered something in me that remembered that Snr D did say that they were coming out with another readiness survey.

* 00:46:34Sometime at some point.
* 00:46:36Like a follow up resume reading that survey.
* 00:46:55i'm pretty sure that.
* 00:46:57You know there's going to be more stuff that you guys will think about so definitely.
* 00:47:05You know, send send me an email, and you know I can add it to you know sort of this.
* 00:47:13This list here okay so, then the other, the other stuff was cancer cancer awareness schedule.
* 00:47:21which I provided a link here to that could be on the on the calendar and then also we have to make sure we do and see our.
* 00:47:34National cancer registrar's week.
* 00:47:39But also there's also national public health.
* 00:47:43week as well, is the same.
* 00:47:47it's the same week it's been the same week these past two years, as ncr.
* 00:47:53National cancer registrar's week so maybe we can put that in there to to capture, like all the other people who work for cancer registries that aren't registrar's that contribute to public health that could be something to.
* 00:48:10Okay, and then the last bit here in terms of calendar is all related Angela it's related to the strategic management plan schedule.
* 00:48:22So.
* 00:48:25You know these are just some like you know important like notes and dates and timelines for the things that are going to be happening.
* 00:48:34Pretty quick with regard to the draft SMP so um it's going to be approved by the board on you know, on march 17 which is next week, if I’m not mistaken, and then, after that, the SNP workgroup is going to release it for public comment and that's going to be for two weeks.
* 00:48:57At the end of March.
* 00:48:59And after that initial.
* 00:49:02rollout for public comment, the s&p work group is going to host a town hall so that.
* 00:49:11it's an opportunity for the Members membership to hear about the draft SMP and it's going to be an opportunity for Mr members to ask questions about the SMP after it's released.
* 00:49:28Monica has been able to create a member only listserv so that, as you know, things related to this SNP only goes to Mr Members who is nature's target audience obviously um and then.
* 00:49:48What we have to do is make sure that we take every opportunity to you know put out like as much um you know, promotion and information about the SMP.
* 00:50:04You know people digest information in different ways, so you know, taking advantage of our biggest resource which is our listserv.
* 00:50:14Is is first and foremost, and then putting something in the Nice or narrative and I thought about you know, putting it in spring, but obviously it's not going to happen until after you've PO so.
* 00:50:29I thought about maybe doing a special edition, you know of the nature narrative, but I think the listserv is just is probably more effective than that I’m.
* 00:50:41Also, social media um you know with links to you know the website, which is going to be Angela the websites are going to be updated right.
* 00:50:54So that there's information about the draft you.
* 

**Angela Meisner**

00:50:57should be.

* 

**Antoinette Stroup**

00:50:58Happy yeah okay so links to the websites for more information and then also links to the survey gizmo you know link that Tyler is developing for people who.

* 00:51:11want to provide feedback on it.
* 00:51:15And then the final SMP will be rolled out, will you know will be up for board approval in June at their June meeting it's probably going to be announced at the business meeting as well.
* 00:51:30And then we're going to take advantage of summer forum web sessions, like the transition slides so like you know, on maybe you know just inform the broader membership about the approval of the SNP and then maybe a town hall in July to to officially roll it out um and then.
* 00:51:53The SNP follow up, so this is going to be like after the whole SMP is approved and everything sort of the setup obviously.
* 00:52:01You know the SMP you know things like work plans and developing a dashboard and I’m updating all of the website updating our website to to reflect our on new goals and objectives, all of that is going to have to be done.
* 00:52:19and
* 00:52:21You know one thing that.
* 00:52:23That, I think that we should probably talk about or like at least have in in our sort of the back of our minds is to develop a process where we can get feedback on the new SNP but do it in a way, where it's like.
* 00:52:38send an email to the SNP work group or do you have a comment or do you have a you know, whatever like just finding a way so that.
* 00:52:48It get it at least gives members an opportunity to provide feedback anytime that they, you know that they're inspired yes, you know I don't I don't know how many you know people I mean I don't even want to know how many people don't read the SMB but.
* 00:53:05But at least we might have something like that that could hold all of them.
* 00:53:11comments, suggestions you know, maybe some positive feedback as well things like that.
* 00:53:19So I’m Angela did I get everything with regard to the SMP here, did I miss anything.
* 

**Angela Meisner**

00:53:27No, you got everything that was great Thank you.

* 

**Unknown Speaker**

00:53:29Okay.

* 

**Antoinette Stroup**

00:53:31And then, finally, as part of our you know communications schedule is this social media calendar that's just going to kind of be.

* 00:53:41You know, integrated into that and last time on Tyler said he had a software package called buffer so as soon as we start to get on the schedule kind of.
* 00:53:53You know, developed and we have product and content and stuff like that, like the social media calendar schedule can be can be you know.
* 00:54:04can be.
* 00:54:05You know, implemented and.
* 00:54:09It can just kind of go out, you know automatically.
* 00:54:14I know that's a lot you guys is there anything else.
* 00:54:28don't catch everything no definitely that needs her does.
* 

**Unknown Speaker**

00:54:31So.

* 

**OH-Lynn Giljahn**

00:54:33This is Lynn I guess I guess I’ll be s&p not as a I mean I thought it was for the.

* 00:54:42Executive Board and the committee chairs to use or, I guess, I really don't understand a marketing plan.
* 

**Unknown Speaker**

00:54:51I mean.

* 

**Antoinette Stroup**

00:54:53All of Nice are not.

* 00:54:54Just you know the you know the steering committee chairs on the board.
* 

**OH-Lynn Giljahn**

00:55:03I guess then if that's the case, then this marketing plan needs to.

* 00:55:09Share how it is supposed to be for everybody, because I see it as a work plan basically for our group, and for every other group.
* 00:55:17And if it's something to be more than I guess, well then, what is it and but I I see it, similar to like when I submit a grant document I submit a grant document to CDC.
* 00:55:30And I use that and I monitor it and I make sure that we're hitting all the benchmarks and that we can report back progress and so on and so forth, but.
* 00:55:40I don't see it as something that I hand off to all of my staff and say Oh, you need to be very familiar with their work plan and everything that's in here.
* 00:55:48Because that's not really how they operate there may be people that have tasks that they're responsible for, but I think yeah, how is it relevant to my again my staff, I mean what were, what are we expecting them to get out of it, or what are they expecting them to do but.
* 00:56:10I mean I I guess I’m not seeing that connection so.
* 00:56:16If I’m not seeing the connection I don't know how I can market it to anybody else.
* 00:56:23I mean, am I in westfield.
* 

**Antoinette Stroup**

00:56:29um you know I don't know I mean I you know I’m so close to the SNP because I’ve been in it now for.

* 00:56:37I don't know eight years nine years now, so um I know that there are a lot of activities that may Sir.
* 00:56:48That may Sir.
* 00:56:50leads and and does that directly impact cancer registrar's the amount of work they do the workflow and he kind of you know best practices stuff get implemented, and all of that is generated as a result of the goals and objectives that are are part of the SNP.
* 00:57:14that's one that's one connection, you know.
* 

**Angela Meisner**

00:57:19I would just say you know, to echo that it's it has I guess downstream impact on the membership and also, you have the membership voting on the final product, too.

* 00:57:32So it's.
* 00:57:34I guess membership driven in a way, and so I wrote this down to to make sure for our town hall that we address that.
* 

**Antoinette Stroup**

00:57:44The other thing that it's it's good to make sure that the naysayer Members know about the SNP is when.

* 00:57:52When we want to start maybe recruiting people to work on work groups and task forces as part of it um you know, knowing that there's like future activities for some aspiring like you know.
* 00:58:09You know, an influencer you know, in a registry who who might want to take part in messaging and content and stuff like that, like knowing that maybe communications is working on, you know something like that could attract people.
* 00:58:25To.
* 

**Chandrika Rao, NC CCR**

00:58:26Our book has a session of this as simple as the goals and objectives are just to give an overview to all the Nice are members, either at the summer forum, or just as a.

* 00:58:37standalone webinar to people become familiar with that.
* 

**Antoinette Stroup**

00:58:41So we actually there will be a.

* 00:58:45So up here.
* 00:58:48Is what do I have that.
* 00:58:51right here is a town hall.
* 

**Chandrika Rao, NC CCR**

00:58:54Oh yeah okay yeah.

* 

**Antoinette Stroup**

00:58:56sometime in the in the you know, shortly after the public release you know comment period starts, but before it ends, you know what I mean somewhere around there.

* 

**Chandrika Rao, NC CCR**

00:59:07yeah okay.

* 

**Angela Meisner**

00:59:09And the thought would.

* 

**Chandrika Rao, NC CCR**

00:59:10Miss that yeah.

* 

**Angela Meisner**

00:59:11yeah we would do go over the goals and objectives that are going to be in this new.

* 

**Unknown Speaker**

00:59:17There in this new graph.

* 

**Antoinette Stroup**

00:59:30Any other comments.

* 00:59:36Okay, and then um so here is the new area that I that I started last month, where it's like a parking lot of a lot of the really like amazing ideas you guys have presented over the last few months and it's you know it's continuing to grow, but I think that as soon as we start to like.
* 00:59:58You know, get out of this like sort of SMP you know.
* 01:00:05track that we're on we can actually then start implementing a lot of these things in our in our plans and our work plans.
* 01:00:14um.
* 01:00:16it's all it's all here I just took it from a lot of the notes and agendas that uh that I had there's anything that needs to be added, or if you guys feel like you know you want to um you know adjust some of this, then, then let me know.
* 01:00:35Is before we adjourn is there anything else that anybody wants to bring up today.
* 

**Chandrika Rao, NC CCR**

01:00:40i'm not as if you could add one more bullet point.

* 01:00:46Of like a like a Martha discuss at the last meeting or maybe I sent you an email about collecting articles in advance, having having a bank of articles.
* 01:00:57To be easier ah.
* 01:01:00So we don't have to keep on.
* 01:01:02asking people to send us articles.
* 

**Antoinette Stroup**

01:01:06Okay.

* 01:01:20I put it up here Chandrika so that we can kind of integrate it into our.
* 01:01:26deadlines and dates, you know.
* 01:01:29yeah.
* 01:01:33A lot of stuff you guys, but you know we all know that nature does a lot, you know it's just not always publicized.
* 01:01:45Okay, our next meeting is going to be Monday April 12 um.
* 01:01:54And you know if any of you have anything to add to the agenda, I just want to remind you guys that you're you know all of you also set the agenda for this group.
* 01:02:04So if there's anything that you guys want to make sure it gets added to the agenda or put on there, so that you can bring it up for discussion to the larger group let let me know you know that way it can get put on.
* 01:02:22Okay it's 1158 we have like two minutes to spare.
* 

**Angela Meisner**

01:02:30man.

* 

**Antoinette Stroup**

01:02:33we're rolling rolling alright so um alright I hope everybody has a really good day and has a great week.

* 

**OH-Lynn Giljahn**

01:02:41bye everybody takes everyone.

* 

**Chandrika Rao, NC CCR**

01:02:44bye bye.