April 21, 2021
Meeting Minutes

Roll Call

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

Board Member Excused: Maria Schymura, Mary Jane King

Ex-Officio Member: Betsy Kohler

Staff: Stephanie Hill, Charlie Blackburn, Lori Havener

Guests: Prof. Ann Marie Hill, Anjali Goswami, Pranathi Reddy (Rutgers University)

Governance	Owner

Strategic Issues for Discussion

1. **Strategic Management Plan**   **Randi / Betsy / Angela**

Review and Vote on Final SMP Drafts

Randi welcomed our guests, Ann Marie Hill, Anjali Goswami, Pranathi Reddy (Rutgers University). Rutgers Strategic Planning Interns provided an oral presentation on the environmental scan that was performed earlier in the year. Ms. Ann Marie Hill also attended the meeting to provide background, rationale, and possible next steps for future action by NAACCR. The Board discussed various ways that the Association can proceed with an action plan for implementation into the SMP and other activities. Randi asked if the SWOT analysis items identified were included in any of the SMP goals. Pranathi said that there was some inclusion but some of them would be inherently addressed in the activities.

The Board also reviewed the final draft versions of Steering Committee Strategic Management Plan activities. This work has been in progress for many months. The versions discussed and reviewed by the Board today are the final steps for implementation into the master Strategic Management Plan.

ACTION: THE MOTION TO APPROVE THE COMMITTEE SMP ACTIVITIES WAS APPROVED BY THE BOARD AS SUBMITTED

2. **Strategic Issue**   **Randi**
   ➢ WOW initiatives in SMP – Board to discuss WOW ideas.

Randi noted that the current SMP plan does not have any WOW Ideas. She asked for ideas and suggestions. Lori did not have any initial suggestions but thought that the presentation today would have ideas that could be included. Randi said that a WOW Imitative is critical to the plan and noted that we need to add one or two in the future.

   -Randi suggested the reinvention of the cancer data system.

   -Kevin suggested easier consumption of the cancer registry data.

Angela noted that the SMP Workgroup is finishing up the supporting text that comes with the SMP actual goals and objectives. She anticipates that this will be in front of the Board next month.

3. **Discussion of John Young Memorial Activity at FORUM** **Betsy**

Betsy is planning on honoring John Young in an end of the day event during the FORUM. It is planned for the end of the day on Wednesday, June 16ᵗʰ. She asked the Board for any ideas moving forward and they should be sent as soon as possible.

4. **Discussion of Calum Muir Award and Donation Update** **Betsy / Charlie**

Betsy updated the Board on the status of the Calum S. Muir Award. The final details are being planned for the presentation. Charlie said that donations for the Frances Ross scholarship fund have reached $9,700. Receiving funds electronically has stopped but the office is still receiving checks via mail. 100% of the funds are being distributed soon.

5. **Strategic topics for discussion in May** **Randi / Betsy**

   ➤ What topic should we tackle next?

Randi suggested discussing Utah adjusting reporting from hospitals. They will take the rapid report from hospitals and then require the complete case about a year after diagnosis. The Board agreed that this would be a good topic. Some thought that NY was doing a version of this already. The Board will check with Maria before the meeting.

6. **Digital Bridge** **Betsy**

Betsy and Randi had previously forwarded information on a partnership with a group "Digital Bridge". They are interested in improving electronic reporting to health agencies. Stephanie has attended the meetings so far. Randi, Betsy, and Stephanie are the current representatives. NAACCR needs to designate a final alternative representative. A White Paper is being distributed on how APIs work which will help with the background for future work. This working group is not a NAACCR committee but NAACCR participates on the committee. As meetings are scheduled, information will be made available to the Board.

Steering Committee Reports
Standardization and Registry Development

7. **Steering Committee Update** **Isaac / Mary Jane**

Isaac mentioned a - Making EHR Data More Available for Research and Public Health (MedMorph) initiative which will use the FHIR HL7 standard for transmitting data to central cancer registries. Cancer is

one of the use-cases under the MedMorph initiative. The 2018 readiness survey is ready to go out soon also. There has also been discussion on updating Volume III and ongoing review of NAACCR Volumes so they do not go stale.

Research and Data Use

8. <u>Steering Committee Update</u>   **Lorraine / Kevin**

The group is discussion if they need a new work group to write papers and work with researchers. This work group will meet next week. This initially stemmed from an effort to see if there were groups that need to be retired. They actually ended up adding one.

Professional Development

9. <u>Steering Committee Update</u>   **Lori S. / Monique**

Monique said that they are making progress on the salary survey draft. They also discussed how to update the materials in the survey course.   This process is ongoing and updates will be available when the group finalizes the requirements. Member awards program is finishing their annual work for recognition. They are trying to monitor how the group's SMP progress is monitored. They will discuss this more in future meetings. They identified a gap in mentorship and the group may want to consider doing this and naming the program in Dr. John Young's name. Randi asked the group to come up with a budget and then bring it back to the Board for consideration.

Strategic Planning and Alliances

10. <u>Steering Committee Update</u>   **Randi / Betsy / Winny**

The American College of Radiologists approached NAACCR specifically for advice on how to request a new data item for method of detection of breast cancer. They are also interested in forging a relationship with NAACCR generally. First meeting went well and we will provide them some feedback on their data item proposal.

Communications

11. <u>Steering Committee Update</u>   **Angela / Maria**

The group has done a lot of work on the SMP. Most of the conversation and work was getting the SMP goals to be strategic. No other information is available.

Other Board Business

12. <u>June Board Meeting</u>   **Randi**

The Board discussed the date of the June 2021 Board meeting. The initially scheduled date of June 16th runs directly over the FORUM presentations. There are several options available to the Board. June 9th is the week prior and the 3rd is close to the US holiday. Charlie did not recommend to have the Board meeting after the FORUM which would make it the last week of June. After discussion it was determined that the June Board meeting will take place the week of June 7th. The office will send a Doodle Poll tomorrow.

13. <u>Award Nominations Status (Constance Percy)</u>   **Betsy**

Betsy reminded the Board to forward suggestions to her as soon as possible. Betsy reminded the Board that they did not need to actually award one every year. Charlie said that the last date to order is May 3, 2021. Betsy will send a reminder the membership after the meeting.

14. 2022 Board / Chair Meeting, Boise   Randi / Betsy

We will have discussion if the Board would like to make plans for an in-person Board / Chair meeting in Boise February 8-9, 2022. The Board expressed interest in pursuing this and most felt they would be able to travel by then. Those who still cannot travel should be able to attend virtually.

15. 2021 NAACCR Business Meeting   Charlie

The 2021 meeting will be held on Friday, June 18, 2021 from 11:30 AM – 12:30 AM

16. Update on Frances Ross Award Presentation   All

Presentation of award to Frances is set for early May 2021. Details TBD later in the month.

Program Updates

17. Program Updates

- Canada   Lorraine / Mary Jane

A COVID Task Force is being developed under Statistics Canada. There is a concern that there is underreporting due to COVID. There is some early stage work on federal funding to cancer registries. CPAC would lead a submission to work with registries. Final details are a long way off yet.

- NPCR   Monique / Maria

Monique has no current updates at this time.

- SEER   Kevin / Angela

The new SEER data became available on the 15th. He said that it seems to be working well. Logins and non-institutional log ins are going well. New contract years start in the next month. UnitedHealthcare data are being integrated to SEER DMS. A corresponding file is being send to Optum. There continues to be work with the Department of Energy to autocode pathology and reportability and this will be integrated with SEER DMS.

Consent Agenda

18. Minutes
  - March 17, 2021

19. Correspondence
  - National Cancer Registrars Week
  - Mid Level Group Notes February
  - Mid Level Group Notes March
  - High Level Group Notes in March

20. Geocoder Monthly Report

> ➢ Geocoder Report
21. Executive Director's Report
> ➢ ED Report Verbal
22. Membership Applications
> ➢ None
23. Financial
> ➢ Current Financials

THE MOTION TO APPROVE THE CONSENT AGENDA WAS APPROVED

24. <u>Adjournment and Next Meeting</u>   **All**
The meeting adjourned at 3:50 PM Eastern. The next meeting is May 19, 2021.

Schedule of Board Meetings July 2020 – June 2021
May 19th, June 7th 2:00 PM – 4:00 PM Eastern (Note New Date)

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**