**NAACCR Professional Development Steering Committee**

MINUTES

**Thursday, June 24, 2021**

1. **Welcome, Roll Call** – the meeting was attended by Carrie Bateman, Angela Martin, Deirdre Rogers, Andrea Sipin-Baliwas, Angela Meisner, Mignon Dryden, Lori Swain, Jim Hofferkamp, Jeremy Laws, Monique Hernandez, Kevin Ward, Peggy Meehan, Keri Miller, Melissa Scott
   1. **Approve minutes from the last meeting**
   2. **Meeting ground rules reminder:**
      1. Tell us your name and registry before each comment
      2. Silence equals agreement
2. **New activities/Discussions**
   1. **NCRA initiatives – Lori Swain**

Lori and Peggy shared a presentation as well as a demo on the NCRA central registrar efforts:

* HIM School recruitment
* High School recruitment
* COVID-19 impacts
* Workload study
* Best Practice Guidance Series the first subject being outsourcing.
* JRM partnership with NAACCR and NCRA

Peggy gave a demo of the NCRA Learning Management System *Center for Cancer Registry Education* that was launched in 2007 with CDC through a cooperative agreement. The 4th Edition of the Cancer Registry Management Textbook is now available. She should know soon when the textbook will be incorporated as part of the study for the CTR exam.

**ACTION:**

* Lori will send presentation slides to the members of this group.
* Monique asked that the initiatives for the mentorship and training program be added to next month’s agenda.
  1. **Ad-hoc meeting for Workplan discussion**

**ACTION:**

* A Doodle poll will be sent after the holidays to determine a date to discuss a more detailed workplan.

1. **Ongoing activities – Updates from workgroups**
   1. **R&R workgroup**
   2. **Survey course and LMS**
   3. **NPCR Education Project**
   4. **Ambassador Program**

With the Member Ambassador program, we were able to send out a listserv and advertise during the forum. We had 13-14 people respond with interest in NAACCR.