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| **Strategic Planning and Alliances Steering Committee****June 7, 2022****Meeting Notes** |
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| **Attendance**  |
| **Members Present:** Randi Rycroft (chair)Betsy Kohler | Ann Marie HillDennis DeapenJenna Mazreku | Winny RoshalaMary Jane KingMonique Hernandez |  | **NAACCR Staff Present:**Karen Knight |

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| **AGENDA ITEM** | **DISCUSSION** | **ACTION/FOLLOW-UP** |
| 1. Roll
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| 1. Review notes – Randi
 | * + - * Randi shared Dennis’s questions about the notes: 1. Whether the work of this group was broader than his work on the VPR – Secondary Data Release WG. Randi clarified that it’s a broader context. Dennis shared the VPR WG is developing a DUA that may help inform the work of SPA. He also noted that as of January 2023, NCI-funded researchers will need to make their data available; this will affect the registry community at large. A second question that is being addressed by this group and others is determining when is the data “good enough” for sharing, whether a smaller data set or not. Monique said it would be helpful to have guidance at a national level on data sharing – when to share which data for which audience and how.
			* Dennis also asked whether there were specific conversations at Summer Forum that will address strategic priorities. Randi said the plenaries will be of most interest, in particular the CDC and NCI ones.
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| 1. Discuss metrics due to SMP June 30 – Randi
 | * + - * All Steering Committees are asked to provide 3 priority metrics by June 30. Discussed various metrics for Strategic Alliances (i.e., # of new partnerships, engagements).
			* Other possible metrics: ideas that NAACCR adopts to improve cancer surveillance, prioritization and justification of strategies submitted to the Board.
			* Ann Marie suggested the group focus on benchmarks of success; this group may not have quantitative metrics. Ask what does success look like?
			* Reviewed goals and objectives.
			* Discussed Goal 1, Obj. 3: to what extent have we brainstormed issues? The group is still in the process of brainstorming. Randi said she sees that we will come to agreement on the future state, compare where we are to the future, and suggest strategies to address the gaps.
			* Noted the board would need to decide priorities to help inform recommendations; likely an iterative process between Objectives 1.3 and 1.4.
			* Whatever is provided to the board will need to be structured and measures time bound.
			* For partners, need to determine when to engage partners, and should think through some practical considerations.
			* Betsy suggested that a definition of what success looks like could be: 1) define where we are going; 2) define roles of NAACCCR and each of the partners in moving toward the goals: and 3) develop a timeline.
 | * Members to send Randi any suggestions on what success looks like.
* Randi will draft metrics and will send via e-mail for feedback.
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| 1. Continue discussion of ideal cancer surveillance data model – Randi

  | * Topic skipped for this meeting.
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| 1. Plans to discuss alliances (see attached reference documents) – Randi

  | * Randi asked the group whether it would be better to do some of the work on our Strategic Alliances before our in-person meeting (location and timing TBD).
* Purpose is to identify and prioritize partners that we need to engage with in more earnest.
* Board is responsible for forging these relationships. In past, partnerships have been identified and the Board was asked to reach out but it has been difficult to get Board members engaged in this. Perhaps some training would help, if they are willing.
* All agreed some of the work on the list of partners can be done in advance. Members will look for missing organizations, or other notes, including which fund NAACCR. NAACCR can add the funding piece.
* Betsy asked about preferences for timing/location of in person meeting. Randi said ideally in the same location as the Board meeting and right before the Board meeting. Would like to have an hour early in the Board meeting to present results to the Board for discussion. Timing, ideally late Summer/Fall. May need to be over a weekend.
 | * Randi will send a homework assignment to the group regarding Strategic Alliances.
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| 1. Other
 | * Members of the group requested use of the SHARE drive instead of e-mail for group documents.
 | * Karen will upload recent documents to the SHARE site.
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| 1. Next Meeting
 | Tuesday, July 5 at 11:30 am ET |