



July 13, 2022

NOTE: Meeting date is one week early in July only.

1:00 PM – 3:00 PM

Roll Call

NAACCR Board Present: Winny Roshala, Randi Rycroft, Kevin Ward, Wendy Aldinger, Lori Swain, Monique Hernandez, Lihua Liu, Lorraine Shack

Board Members Excused: Sarah Nash, Lori Koch

Ex-Officio Member: Betsy Kohler

Staff: Karen Knight, Charlie Blackburn

Consultant: Ann Marie Hill

Governance

1. Agenda Priorities and Schedule Adjustment for July Meeting

Winny

Winny mentioned BOD members that are excused from today's meeting. Additionally, she thanked Lihua for her attendance as a voting Board member. Winny then mentioned some changes to the meeting so that the Board could address the strategic process

2. Approval of Consent Agenda

Winny

The Board approved the consent agenda as recorded below in the original section.

3. Strategic Process and Planning

Winny/Betsy/Ann Marie

Ann Marie reviewed the SMP Pillars and explained how steering committees will build their goals around the pillars as well as give direction to members and outside cancer surveillance community. Discussion was opened for dialogue and final comments. Board members thanked all those involved in the process. Lihua thought that more elements could be added in the Expand Data Use column. Ann Marie clarified the text suggestion and will work to implement it as best she can.

A motion was initiated and seconded.

THE MOTION TO APPROVE THE PILLARS (WITH ADDITION OF PATIENT CARE) WAS PASSED.

Ann Marie transitioned to the detailing of the NAACCR Initiatives and Priorities document. This document synthesized the input from the Board in past meetings. Ann Marie thanked all involved and especially thanked Randi for her efforts on the spreadsheet. A high-level summary of those initiatives are:

- Vision of data flow in 5 years.
- Shaping future data clos and influencing emerging standards.
- Use case between surveillance and clinical data.
- Modernizing certification.
- Health equity.
- Assess the value of strengthening NAACCR's capacity to support critical member association functions.
- True National Cancer Registry

- Setting standards for operations so registries are not processing non-hospital records differently.
- Developing completeness measures for screenable cancers or cancers of public health importance.
- Develop comprehensive educational programs to meet the needs of all types of staff and certifying curriculum
- National health identifier.

Lori stressed the importance of supporting critical member functions. She pointed out this is the only area that is addressing the structure of the company/ volunteers and its ability to stay strong by supporting the pillars. It also addresses how to be effective in supporting initiatives. Kevin asked if this included WOW Initiatives as well as broader functions? Ann Marie added WOW initiatives tend to be more strategic based and strategic initiatives are broader areas of importance. Lihua provided feedback on the activities that are critical to her including data flow in 5 years, modernizing certification and support critical member functions. Winny asked if Lorraine should add input on how the list could impact Canadian registries. Lorraine said that the unofficial conversations they are having are around timeliness and new data sources. From the list of potential initiatives, she would like to see use case between surveillance and clinical data. Betsy asked what the difference between these priorities and the “values list” is. For example, the National Health Identifier we should be working towards but don’t see us launching a project to directly address this. Ann Marie said there can be areas of significance steering committees could always be working on and how we do this can be discussed. Monique agreed vision of data flow in 5 years, modernizing certification and health equity, although difficult with the lack of demographic information. All these priorities should be retained for future reference. It was decided the top 3 priorities will be, VISION OF DATA FLOW IN 5 YEARS, MODERNIZING CERTIFICATION and ASSESS THE VALUE OF STRENGTHENING NAACCR’S CAPACITY TO SUPPORT CRITICAL MEMBER ASSOCIATION FUNCTIONS.

- Merge the following to Vision of Data Flow in 5 years:
 - Use case between surveillance and clinical data
 - Informatics role in data flow
 - Health equity use of data
- Merge Education with support critical member association functions

THE MOTION TO ACCEPT THE NAACCR PRIORITIES TOP THREE WITH THE ADDIITONS DETAILED WAS PASSED.

Ann Marie will update the document with the input received and get back with the Board.

4. Proposed Communications Consultant RFP Update

Charlie/Betsy

If the Executive Office has enough information at the time of this meeting to provide a recommendation, then it will be made available to the Board. The earlier Board meeting in July may impact the ability to vet all options. At a minimum, an update will be provided. We expect the recommendation to be sent to the Board at the August BOD meeting at the latest.

Other Board Business

5. Request for Vol V Task Force Consultant

Winny

This item was previously discussed at the June Board meeting. Mary Jane King was asked to go back to the committee with a few questions to clarify. Those questions are detailed below.

- Submitted Request – Board Response – Identify who paid for activities prior.
- Note: Response from Mary Jane King: Were any standard setters funding that previously? And/or was it volunteer?

- NAACCR contributed some money at the start of the process to create Vol V
- Otherwise, yes, there were HL7 people from standard setters on the task force, but they acted as volunteers just like standard setter employees always volunteer for NAACCR committees
- Estimate how much it would cost per hour to help estimate the total expense of the ask (no \$ was given in the original request).
 - After checking in with a few 'experts', and checking some rates, I would estimate as follows:
 - Freelancing HL7 expert (Ted Klein, Harry Solomon level): \$150-\$175 /hr. USD
 - If need is pressing, expert consultant from service agency: \$350-\$400 /hr. USD

Winnie asked Wendy and Randi if there are details that needed to be filled in. Randi asked if this would be a full-time during that period or would it be spot hours over the course of a year. Winnie was unsure about that. Betsy said that it seems as though this may require a FRP because there is not a specific candidate for this at the moment. The Board would like to know how often does the HL7 format change and what are the implications of these changes. NAACCR is not yet in a position to commit to the activity without knowing more about the larger picture issues and timing of changes. The funding and long-term interest of all parties is also something that they seek to understand before commitment. Also, they would like to know the priorities of the changes that need to be made. Some will be more critical than others.

6. Update on the Data Dictionary Revision

Stephanie / Betsy / Charlie

Stephanie said that they continue with efforts and outline of the work. Preliminary project details are already complete. However, other details are still being ironed out. Stephanie expects more details to be sent to the Board later in the summer. Charlie said that he is working with the IMS office contract and timeline details. Those also should be available later in the summer.

Steering Committee Reports

Strategic Planning and Alliances

7. Steering Committee Update

Winnie/Randi

Randi said that the group will work toward the in-person meeting and update the Board in August as to the next steps they will take.

Standardization and Registry Development

8. Steering Committee Update

Wendy/Lori K.

Minimal dataset task force is working toward their goals. Sandy had done work in 2015 on this and will dust off the notes then report back to the group.

Communications

9. Steering Committee Update

Lori S./Lihua

Lori deferred to staff or Lihua. Lihua said that the group spoke about the communications consultant RFP. Additionally, she updated the group on other activities such as the social media contest. A suggestion was made to make efforts to get members acclimated with various social media platforms. Also, the group will be working quite a bit on increasing the participation of their committee.

Professional Development

10. Steering Committee Update

Monique/Kevin

Monique said that their last meeting was fairly short. The Upkeep Task Force is starting to work. Updates to the recruitment and retention web site are in progress. Finally, some workplan tasks will be pushed back and will allow the group to prioritize other work.

Research and Data Use

11. Steering Committee Update

Lorraine/Sarah

Lorraine was not able to attend the last meeting. The July meeting has been cancelled. The August meeting is till on.

Program Updates

12. Program Updates

- **Canada**

Lorraine

The DQMC out of the Canadian Council of Cancer Registries has been working on developing some KPIS to focus on data quality and completeness aspects with DUPC group (Canada version of RDU). Once the group begins work then it will be a part of the regular report. Once it is worked out we can report on this regularly. Work is also being done with Canadian Partnership Against Cancer which is an NGO group that coalates some of our reporting into cancer strategy which does include some treatment aspects. This is one of our big outputs for the year <https://www.partnershipagainstcancer.ca/cancer-strategy/>. As well as the following on COVID-19 <https://www.partnershipagainstcancer.ca/topics/cancer-in-covid-19-era/summary/>.

- **NCRA**

Lori S.

They are still waiting on the VA legislation to be introduced. There are no issues. It is simply down in the list of priorities. They will update the Board as soon as they know. A secondary campaign is being developed also. They are about to launch to the “work to retain the CTR credential” initiative. This will soon be released. The name of the credential will be announced in coming months. The delineation survey is now closed and information should be available in the next month or so.

- **NPCR**

Monique/Wendy

A town hall meeting was held in early June. A kickoff meeting will be held tomorrow for a grant with another to follow next week.

- **SEER**

Kevin/Lihua

The SEER Advanced Topics registration just opened. It closes in September. It will run in September and will be virtual. Yesterday they had a managers meeting and they made changes to the data quality profile. There is ongoing work with the Department of Energy and NCI. They are auto coding pathology work. They also spun off a reportability API which will screen the reports for a reportable cancer or a likely reportable cancer. This is ongoing work to see if for all pathology and not just cancer.

Consent Agenda-Board Vote as #2 Above

13. Minutes

- June 2022 Draft Minutes

14. Correspondence

- Mid Level Group Notes-NA
- High Level Group Notes -NA
- 2022 NAACCR Summer FORUM Wrap Up - Memo
- Update on NAACCR Checking Account - Memo

15. 2021-2022 Board Timeline

Timeline is available for review.

- Board Timeline

16. Geocoder Monthly Report

- Geocoder Report

17. Executive Director’s Report

- ED Report

18. Membership Applications

None

19. Financial

- Current Financials

THE MOTION TO APPROVE THE CONSENT AGENDA FOR JULY 13, 2022 WAS APPROVED.

20. Adjournment and Next Meeting

All

The meeting adjourned at 4:00 PM Eastern. The next meeting will take place on Wednesday, August 17, 2022.

Board Standing Reminders and Information

NAACCR Board Action Items		
Item	Responsible BOD Member / Person	Status

Schedule of Board Meetings July 2022 – June 2023

3rd Wednesday of each month.

August 17th (Board / Chair Meeting ZOOM)

September 21st

October 19th

November 16th

December 21st (**Board / Chair Meeting ZOOM**)

January 18th

February 15th

March 15th (**Board / Chair In-Person TBD**)

April 19th

May 17th

June 18th (**Board / Chair Meeting In-Person New Orleans**)

2022 – 2023 Liaisons**Committee/Priority Area**

Standardization & Registry Development
Communications
Research & Data Use
Professional Development
Strategic Planning and Alliances

Liaison(s)

Wendy Aldinger and Lori Koch
Lori Swain and Lihua Liu
Sarah Nash and Lorraine Shack
Kevin Ward and Monique Hernandez
Winnie Roshala, Wendy Aldinger and Randi Rycroft

2022 – 2023 Steering Committee Chairs**Committee**

Standardization and Registry Development
Communications
Research and Data Use
Professional Development
Strategic Planning and Alliances
Mid-Level Tactical Group
High Level Strategic Group

Chair(s)

Colleen Sherman
Nan Stroup
Jeff Dowden and Heather Zimmerman
Andrea Sipin and Carrie Bateman
Randi Rycroft
Kevin Ward and Colleen Sherman
Wendy Aldinger and Winnie Roshala