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| **Research & Data Use Steering Committee**October 24, 2023 |
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| **Attendance**  |
| **Members Present:**Angela Meisner (co-chair)Jeff Dowden | Manxia WuBrenda HoferMaggie | Xiaocheng WuSusan GershmanChris Johnson | Daphne LichtensztajnPaige MillerAnne-Michelle Noone | Bozena Morawski | **NAACCR Staff Present:**Recinda Sherman |

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| **AGENDA ITEM** | **ACTION/FOLLOW-UP** |
| 1. Roll – Angela
 | * Previous minutes were approved.
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| 1. Administrative/Housekeeping - Jeff/Angela/Recinda
2. **Call for new agenda items**
3. **Review/Approval April and May Minutes**
4. **Questions on Short Updates?**
	* The CiNA Geographic Work Group had their first meeting but is now on pause, due to the need for a different chairperson.
5. **Cancel December meeting?**

The meeting on December 26th will be canceled.  |  |
| 1. Board Update – Board Liaisons
2. **Strategic Initiative update?**

Angela thanked everyone for their feedback on the goals and objectives for RDU. Bozena shared they met last week, and the following items were noted:* An Executive Succession Policy was approved, and Sarah Nash is the Executive Director Transition Group chair.
* The Minimum Data Set and Interstate Data Exchange groups submitted reports to the Board.
* Bozena and Josh Mazuryk will be cochairing the Certification Task Force, which is a Board lead initiative.
 | * Bozena will follow up with the Board regarding any outcome of the Strategic Initiatives.
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| 1. Miscellaneous updates – Recinda
2. **Call for abstracts, NAACCR Conference 2024**
	* Recinda shared with the group that patient level deduplication was a large burden on the registries last year. This year she has rolled them out differently and is helping.
	* Call for Abstracts may not go out by November 1st as work is still being done on the database. Deadline is November 31st.
3. **JRM Review**

We run a quarter of the Journal of Registry Management. This year we got two editorials, a short paper and five articles.1. **Call for Data**

Chris asked about the registries who have already told NAACCR they will have a delayed submission. Would like to discuss who the five registries are, is there anything we can do to prevent this in the future. Do they need help from us? Recinda said with the submissions being confidential she could not disclose who is delayed. She believes these delays were beyond their control. In addition, 2020 was a difficult year some registries have not recovered from, especially those with lower resources and not enough staff. Recinda works very closely with the registries throughout the process. There was considerable discussion regarding the number of registries not getting certified or gold. | * Recinda will have a broader conversation with some of the issues they are having, after Call for Data is complete. She will also mention the Mentor Program which is peer to peer.
* Recinda with discuss with Monique about how to mentor those needed help with CFD.
* Call for Data issues will be added to next month’s agenda.
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| 1. New Chair/Steering Committee format – Jeff/Angela/Recinda

This discussion is regarding new chair and steering committee formats to get more engagement with our work groups and task forces. Also possibly extending some meetings. Some groups do not have charters as of yet. Need to prepare ahead of the meeting. This will include developing a summary for each group and a list of members. The December meeting will be canceled and RDU will meet in January and February for 90 minutes. | * Invite all work group and task force chairs to the January meeting to work on the workplan.
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| 1. Other Business

Recinda discussed the issues with Census Data as well as the 2020 Census being delayed. She wondered how the registries would approach these issues. Chris shared what they are doing to overcome the deficits.  |  |
| **Next Meeting – November 27, 2023** |