



March 5, 2025

1:00 PM – 4:30 PM Eastern

In-Person Board Meeting

Meeting Room: Grand Salon

Doubletree Hotel by Hilton Savannah Historic District

Minutes

Roll Call

Present: Wendy Aldinger, Lori Koch, Bozena Morawski, Lori Swain (remote), Joshua Mazuryk (remote), Valerie Somma, Sarah Nash, Kevin Ward, Eric Durbin, Lihua Liu

Ex Officio: Karen Knight

Staff: Stephanie Hill (remote), Charlie Blackburn

Guests: Ann Marie Hill, Consultant

Governance

1. Debrief Board/Chair Meeting and Action Steps

Wendy

- Advocacy
- SC requests/changes
- Informatics

Wendy welcomed everyone to the meeting and thanked them for their participation in the Board / Chair meeting. She wanted to make sure that the Board sets action steps.

Summary of Activities from Board/Chair Group Discussions: Once a summary is received, tasks will be assigned.

Advocacy: The main topic discussed was advocacy and how to proceed. Setting an advocacy policy and priorities was decided as the first step. Lori S. offered that in the time that she has been on the NAACCR Board, she has advocated for these activities. She volunteered to help with this initiative. Everyone is thankful for her leadership in this area. Lori initially advised that NAACCR focus on a couple of areas: a) however the process is defined and changes over time, assessment of priorities should be included and b) a strategy to deliver on the selected priorities. Sarah asked if there is a way to include another strategic partner on the Board. It was determined that this can happen as there are up to two advisory board members that can be appointed by the president.

Partial Record Discussion: Standardization and Registry Development received some feedback on direction for partial records priority. The Board wants to make sure that Jenna and her committee get the leadership and support needed for their work. They will need input as they pilot implementation, and the Board will have to be specific on the guidance. It is possible members of the group should be invited to a Board meeting. Wendy will monitor this since she sits on the SRD meetings.

Resource for ODS Trainings: Karen wanted to follow back on the proposal to create a resource of ODS training and asked what others thought. Lori K. thought that this was for a more limited roll out. After discussion, the Board asked Lihua and Valerie to follow up with the committee to see what the full scope of their ask and idea is. They will check with PDSC and report back to the Board.

Strategic Plan: At a future SMP WG meeting, Karen will mention some of the changes to our language in the strategic plan and the strategy behind them. Ann Marie suggested SMP WG review the Plan to see opportunities and alignment with current federal initiatives.

Informatics: The Board agreed that CIAG should focus on the following priorities: a) OHDSI vocabulary questions; b) complete the white paper on molecular data collection; c) explore pathways to capture and structure of treatment data.

2. CERT Continued

Wendy

This topic was started at the February meeting. The Board picked up where they left off. Each numbered recommendation and result of the vote are below.

February 19, 2025, Meeting. Below is the record of motions and votes for each section.

- 1.1, 1.2 & 1.3

Motion Approved.

- 2.1 and 2.2

Motion Approved.

- 2.3 & 2.4

Motion Approved.

- 2.5 & 2.6

Motion Approved.

- 2.7 & 2.8

Motion Approved.

- 2.9

Motion Approved.

- 2.10 & 2.11

Motion Approved.

March 5, 2025, Meeting. Below is the record of motions and votes for each section.

- 2.12

Motion Approved. 8 Yes 1 No

- 2.13

Motion Approved. 8 Yes 1 No

- 2.14

Motion to strike 2.14 from the proposal was approved.

It is noted that the Board will look into this further and see if there are implementation options in the future. This may be discussed at the March 19, 2025, ZOOM meeting.

3. Potential Media Opportunity and Vote

Karen

Karen was approached by an organization that produces media pieces for public television with actress, Meg Ryan, and their upcoming educational piece titled “No One Fights Alone.” They sent information on their production and if chosen, there would be \$25,900 investment plus travel for up to four people. The total project cost is \$250,000 and NAACCR will have complete rights for reproduction and distribution. It was decided that NAACCR will consult with our communications firm, GLC, to gain input from them on the legitimacy and do some research on the practicality of such a production. The Board is interested in activities like this but also wants to vet the process and company to a higher degree. Lori S. advised the Board to be prepared to leverage the self-promotion of this after it was produced. Detailed discussion centered around the audience, overall reach, and ROI. The Board concluded that

they would like Karen to identify a) The legitimacy of the production and company; b) reach and frequency specifics, c) reach out to GLC and see if they have input on the process, d) Review of contractual obligations. Karen will check into these options and request an electronic vote if it is required.

4. Discuss Current Policies / Implications

Karen

Karen reviewed NAACCR's recent policy activities. The Board and office will continue to monitor and adjust as needed.

5. Muir/Percy Discussion / Vote

Wendy / Karen

➤ Nominations

The Board reviewed nominations. The Board takes these nominations very seriously and appreciates the contributions of each nominee. After discussion, motions were voiced, and votes were held. Karen retained the results, and the office will proceed with the setting up of awards and order.

6. Board Assessment Review

Wendy

➤ Board Assessment Results

The Board reviewed the assessment results, outlined areas of improvement and change and set a course of action. Some items do not need specific action. Others do require a plan and action. Ann Marie and Charlie will incorporate suggested areas of focus or improvement into the Board training meeting.

7. Financials

Charlie

➤ Financials - Continuation of January 31st Meeting

Charlie finished the financials presentation from the January 31st meeting. He also asked the Board for input so that they are more comfortable with the information and their role. He made notes and will make adjustments moving forward to improve the comfort for the Board in this area.

Steering Committee Reports / Task Force Reports Provided at Board / Chair Meeting

Program Updates

8. Program Updates

- Canada
- NCRA
- NPCR
- SEER

Joshua

Lori S.

Wendy

Kevin / Lihua

Other

9. Reminder of March 19th ZOOM Meeting if Needed

Wendy

The Board decided that they will hold the March 19th meeting. The only planned agenda item will be the CERT recommendations.

10. Membership Application

➤ Individual Membership Application for David O'Brien

This was removed for discussion. Kevin endorsed David's application.

The motion to approve the Individual Membership Application for David O'Brien was approved.

Consent Agenda

11. Minutes

- January 31, 2025, Special Board Meeting Draft Minutes
- February 19, 2025, Draft Minutes

12. Correspondence and Updates

- None

Membership Application

- Individual Membership Application for David O'Brien

This item was removed from the consent agenda for discussion.

13. Board Timeline

- [View Board Timeline](#)

14. Executive Director's Report

- Karen Knight's Executive Director's Report

15. Financial

- March financials will be added in April due to the early date of the March BOD meeting.

The motion to approve the March 5, 2025, consent agenda was passed.

Adjournment

16. Adjournment and Next Meeting

All

The meeting adjourned at 4:30 PM Eastern. The next ZOOM meeting of the Board will be held March 19, 2025.

NAACCR Board Action Items		
Board Standing Reminders and Information		
Item	Responsible BOD Member / Person	Status
Investigation of a dashboard or infographic.	Office	In progress.
ACS (College) engagement strategies.	Board	In progress.
Define next steps for case ownership and minimum dataset task force.	Board / Office	In progress.
Identify sponsorship partners for the annual conference.	SPA	Open
Data Dictionary Funding: Randi said that she would like to investigate ideas to recoup costs through charges in some way in the future. Possible subscription or asking of sponsors for funding of this activity. Kevin seconded the concept of identifying users of the system for support. This topic will be added to the action list of the Board.	F&P Subcommittee	In progress.

Schedule of Board Meetings July 2024 – June 2025

3rd Wednesday of each month. 2:00 PM – 4:00 PM Eastern

Board: ZOOM Meetings 3/19, 4/16, 5/21, 6/2 Monday, Hartford, CT

***Board / Chair:** None

Finance and Personnel Subcommittee: 2:00 PM – 3:00 PM Eastern: 5/7 (Budget Review, Recommendation, and ED Review)

Quarterly Chairs Only: 2:00 PM – 3:30 PM Eastern: 5/14

2024 - 2025 NAACCR Board Liaisons and Chairs**Committee/Priority Area**

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

Liaison(s)

Lori Koch and Joshua Mazuryk
Sarah Nash and Bozena Morawski
Lihua Liu and Valerie Somma
Wendy Aldinger and Eric Durbin
Kevin Ward, Jenna Deniaud and Heather Stabinsky
Wendy Aldinger and Eric Durbin

2024 – 2025 Steering Committee Chairs**Committee**

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

Chair(s)

Heather Stabinsky and Jenna Deniaud
Jeff Dowden and Angela Meisner
Andrea Sipin-Baliwas and Carrie Bateman
Randi Rycroft and Monique Hernandez