



April 16, 2025

2:00 PM – 4:00 PM Eastern

Board Meeting

Minutes

Roll Call

Roll and Welcome

Wendy

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

Excused: Kevin Ward

Ex Officio: Karen Knight

Staff: Stephanie Hill, Charlie Blackburn

Governance

1. At-Large Board Member Appointment

Wendy / Eric

➤ Background Documentation

Since a newly elected Board members is not able to fulfill their obligations as a Board member, the NAACCR Bylaws state that one needs to be appointed and eventually approved by the full Board. Wendy and Eric have discussed the options at length and proposed a candidate for Board evaluation and a vote. Sarah voiced some rationale for reconsidering the Board vote. She pointed out that this is not a vacancy and a withdrawal since the term has not started yet. The Board discussed the nuances of proceeding in this way. The NAACCR Bylaws support this. Lori Swain suggested that NAACCR contact our Parliamentarian to gain some interpretation if there is lack of clarity. The NAACCR Office will contact our Parliamentarian and report back to the Board. Karen noted there is precedent and other factors regarding timeline. Stephanie pointed out the definition of a vacancy from Roberts Rules of Order which defined this situation as a vacancy. After discussion, Joshua motioned to approve the nomination of Ms. Bancroft to the Board as a Member-At-Large as the NAACCR Bylaws process states. The Board approved.

The motion to approve Ms. Caroline Bancroft passed.

2. CERT

Bozena

- CERT Document for Discussion**
- Schedule Meeting for Task Force**
- Define Changes Discussed**

Bozena outlined the revised wording for section 2.17 that was requested by the Board at a prior meeting. Members discussed the nuances and impact of these changes with Bozena. Karen also noted that the table in the appendix will need to be updated. There was significant discussion around the exchange of de-identified data and language regarding the Inter-Registry Data Exchange Agreement. Lori Koch asked how compliance would be evaluated. Bozena and Eric noted that the evaluation element will be decided when the next work group convenes. Bozena asked what Board members would like to see different. Lori K. noted the VPR section and rationale. Karen said that one suggestion could be to clarify the VPR language along with all the rest. Gold+ language should mirror the IRDE agreement. Then, work on language for Gold. Item 2.17 will be reworded to

work toward some additional clarity for registries. The Board just wants to make sure the language is understandable to registries.

2.17 The motion to approve the previous language and include the data exchange agreement as an appendix was approved.

3. Advocacy Report and Next Steps

Wendy / Karen

➤ Advocacy Report

Wendy presented the report to the Board. She noted that the High-Quality Registries and Value of Population-Based Cancer Surveillance documents will go hand-in-hand with this report. Karen, Wendy and Eric will need to go through the report and start to vet the next action steps. Lihua asked if NAACCR has an advisory board to help with these types of activities. Karen said that we have not had one in the past, but her point is understood. Sarah asked if there is a plan for action items. Karen said that Wendy, Eric and Karen will determine feasible action items in coming months and those will be shared with the Board. NCRA is also working with OVAC on a “Sign-on letter” and NCRA is working on a “Sign On Letter” of their own. Karen noted the impact of NCI / SEER cuts that are being discussed. She is engaged with ACS-CAN and other stakeholders around this impending action by the government and is providing factual information.

4. ICD-O-4 update

Stephanie

NAACCR is preparing for the release of ICD-O-4; a second Beta version is being vetted currently. Stephanie noted the major changes that will be released. The Mid-Level and High-Level groups are working to plan for their implementation and impact. Other items being addressed are timelines and implementation. The earliest it will go into effect is with the 2028 diagnosis year. It is very early in planning at the moment. They may want to work on the ICD-O-4 exclusively for 2028 and pause data items that are not absolutely necessary. Valerie asked if the pause would be in 2027 or 2028. Stephanie said they did not discuss doing the pause the year prior, but they would let everyone know well in advance for V28 and V29 years. Lori said their representative was not included in the initial meeting and asked that they be included in the future conversations. Stephanie said that she would ensure that this happens in the future. Their consultant will have one-one-one meetings in the future and will make sure they contact Lori Swain. Stephanie asked that any input be provided to her as soon as possible so that she can relay the information.

5. 2025 Conference Update

Karen / Stephanie / Charlie

Charlie began the update by reviewing the status of operational elements of the conference. Registrations are similar to 2024 at the moment (156) but there are still a lot of unknowns in regard to people’s ability to travel. He noted that workshops are showing smaller enrollment, and the office is monitoring. Karen mentioned that we do not have word on the status of our annual conference grant. It normally would be awarded in the spring; we may not be able to count on it being awarded at all. The early bird registration deadline is May 1 which will tell us a lot in regard to registration and the fiscal picture. Venue West is also working on contingencies.

Steering Committee Reports / Task Force Reports

Strategic Planning and Alliances

6. Steering Committee Update

Wendy / Karen

- High Quality Registries Document
- Value of Population-Based Cancer Surveillance

Karen added that Board members should provide feedback to her as soon as possible so that it can be shared with the SPA Steering Committee. Input should be sent to Karen and Wendy.

Professional Development

7. Steering Committee Update

Lihua / Valerie

No specific report.

8. MAP Group Budget Request for 2025 Conference

Lihua / Valerie

- Correspondence
- Updated Request

The committee provided responses to the Board's questions regarding the committee's request to order luggage tags. Given the current climate, Lihua and Valerie are recommending that the group wait to purchase SWAG until next year or a future year when attendance and revenue is more predictable. Additionally, the group will sponsor a breakfast meeting on Wednesday at the conference. They will use QR codes at the tables to help promote the group and their activities. The Board is appreciative of their efforts and will continue to encourage the committee to ask for budget requests in the future.

Standardization and Registry Development

9. Steering Committee Update

Lori / Joshua

Heather Stabinsky is leaving her registry and will have to vacate her co-chair role. Valerie Yoder will step into that role. Rich Moldwin will chair the Path Group since Sandy Jones is retiring. Eric Durbin provided an excellent presentation on CIAG. Discussions continue around partial records.

Research and Data Use

10. Steering Committee Update

Sarah / Bozena

Activities around social media posts and the Narrative were discussed.

Program Updates

11. Program Updates

- **Canada**

Joshua

Canada may switch to SEER EOD for staging. They recently had a community of practice meeting where Ontario presented reportability and auto-coding results. Stephanie asked what the driving force behind the move to SEER EOD. Josh said the push is to create alignment between provincial registries.

- **NCRA**

Lori S.

- NCRA Strategic Management Plan

Lori said they are a little delayed with their advocacy campaign. They are working on a welcome letter to new congressional members. They will also give Karen a draft letter of their VA reporting efforts and funding. They hope to have their letter campaign open near the NAACCR conference. NCRA is working with the VA to assist them with showing value to the VA to employ work at home employees. They have had a poster and paper pulled from the conference on transgender and DEI activities. NCRA has completed their 5-year strategic management plan. She reviewed their process, vision, mission, future statements, and goals. They added a new staff member recently as their education manager. Finally, she and her staff are preparing for their conference in a few weeks.

- **NPCR**

Wendy

Communications from the agency is opening up a little. Vicki Benard and Sandy Jones are both retiring soon. Most recipients are expecting level funding for the next fiscal year.

- **SEER**

Kevin / Lihua

Most messaging out of the agency is budget cuts up to 35%. The official word has not been given yet. Lihua said that their renewal is up at the end of April, and they hope to know something soon.

Other

None

Consent Agenda**12. Minutes**

- March 5, 2025, Minutes
- March 19, 2025, Minutes

13. Membership Applications

- None

14. Correspondence and Other

- RDU Cybersecurity Framework and Audit Primer
 - i. RDU Document
- Sikich Auditor Engagement Letter
 - i. Draft Engagement Letter

Note that the final letter will reflect a lowered fee of \$19,425.

15. Board Timeline

- [View Board Timeline](#)

16. Executive Director's Report

- Karen Knight's Executive Director's Report

17. Financial

- Current Financials

The motion to approve the consent agenda for April 16, 2025, was passed.

Adjournment**18. Adjournment and Next Meeting****All**

The meeting adjourned at 4:00 PM Eastern. The next ZOOM meeting of the Board will be held on May 21, 2025, at 2:00 PM Eastern.

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:** 5/21, 6/2 Monday, Hartford, CT***Board / Chair:** 2025-2026 Schedule to be completed in June.**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