

Minutes
NAACCR Institutional Review Board Biannual Meeting
April 28, 2017
11:30 AM ET, 10:30 AM PM CT, 9:30 AM MT, 8:30 AM PT
Call-In Info:
Toll free number: 1-877-953-0411
Passcode: 9206148

1. Welcome & Report from the interim Chair Vivien Chen

Member Present:

Vivien Chen
Paula Cohen
Ron Dewar
Jack Finch
Ann Marie Hill
Cynthia O'Malley
Martin Whitehead
Iris Zachary

NAACCR Staff:
Recinda Sherman

2. Minutes from October 28, 2016 Vivien Chen/Recinda Sherman

Cynthia moved for approval of minutes
Jack Finch noted that Jack Morgan should be John Morgan—correction made
Ron Dewar seconded approval of minutes. Minutes approved as corrected.

3. IRB Membership Vivien Chen/Recinda Sherman

- Welcome to new member Paula Cohen: term ends December 31, 2019
- All action items from last call were completed. John Fulton (past Chair) retired. We sent a letter and Board resolution acknowledging his contributions to NAACCR.
- See attached list of current members. A few have their certification expired recently. We have 3 retired members who would like to move off, we have 3 open positions, and we need a new Chair. We discussed possibly rotating the Chair position, but it was agreed this was not ideal due to lack of consistency.
- We discussed the need to reach out individually within our networks to identify new members that are moving up in their careers rather than close to retirement.
- There were no volunteers for the Chair position, so Vivien Chen agreed to continue until the next meeting in October 2017. Cynthia agreed to take on more applications as Vice-Chair.
- Ann Marie Hill volunteered to move from an Alternate Member to a Voting Member.

Actions before October 2017 call:

- Reach out individual and recruit new members. If we identify more positions than are open, this will allow our retired members to leave the IRB (ALL MEMBERS).
- Evaluate whether representatives from Sponsoring Organizations should be actively recruited (Recinda).
- Update expired certifications and send to Recinda (Cynthia O'Malley will work with Paula Cohen, Iris Zachary, Cynthia O'Malley).
- Paula Cohen will send Recinda her CV.

4. Common Rule Changes Recinda Sherman
<https://www.hhs.gov/ohrp/regulations-and-policy/regulations/finalized-revisions-common-rule/index.html>

Recinda f/u to determine the extent of impact on our committee. Although it may no longer be required, we agreed to continue with annual monitoring for now.

5. Updating Forms/On-line Forms Recinda Sherman

We have a contractor working with the NAACCR VPR-CLS project who will be reviewing all of our forms and updating as needed. We anticipate the forms and procedures for IRB Review, Annual Monitoring, Additional Years of Data Review, and Manuscript Review to be incorporated in an automated tracking system.

6. Manuscript Reviews since October 28, 2016 Recinda Sherman

IRB Application No.	Manuscript Title	Notes
15-07	Future of Testicular GermCell Tumor Incidence in the US: Forecast Through 2026, Cancer (Ghazarian)	11/01/2016 (Ann Marie Hill); have published copy, used NAACCR as keyword
13-02	Breast, ovarian and endometrial cancer incidence trends in relation to declining menopausal hormone therapy use in the United States (Yang)	Need volunteer (Cynthia O'Malley volunteered)

7. Projects requesting additional years of data since October 28, 2016 Recinda Sherman

IRB Application No.	Project Title	Notes
15-05	Testicular cancer incidence in men aged 50 years & older (Ghazarian)	Pending; received 4/27/2017

8. Expedited IRB Reviews since October 28, 2016

IRB Application No.	Project Title (PI)	Approval Date
16-13	Spatial analysis of sociodemographic risk factors for incidence of triple-negative breast cancer (Tatalovich Wenzel)	2/13/2017
16-12	State-level lung cancer burden (Jump)	1/23/2017
16-11	Oregon Hereditary Cancer Surveillance (Kane)	1/23/2017
16-10	Measuring observed incidence of prostate cancer by grade and extent of disease for race/ethnic groups in the US & Canada (Balise)	1/23/2017

9. Expedited IRB Reviews pending:

IRB Application No.	Project Title (PI)	PI	Notes
16-05	The Affordable Care Act & stage at diagnosis	Han	Pending; PI addressed issues 4/27/2017
16-14	Determining the extent of the head & neck cancer outcomes in Appalachia	Weed	Waiting for forms from PI (send to Vivien when received)
17-01	Recalibrating NHIA	Boscoe	Waiting for forms from PI; may not require IRB review (send to Cynthia when received)

10. Annual monitoring compliance since October 28, 2016

IRB Application No.	Project Title (PI)	Renewal Date	Notes
07-05	Projecting estimates of cancer incidence for every US state both spatially and temporally (Siegel, ACS)	10/28/16	
13-01	Survival Data 2013-Ovarian cancer mortality and survival trends in relation to changing patterns of menopausal hormone therapy in the United States - Delayed for Survival Data (Sherman & Yang, NCI)	11/15/2016	
13-02	Trends in hormone related female cancer incidence in relation to changing patterns of menopausal hormone therapy in the United States (Sherman & Yang, NCI)	11/8/2016	
14-06	The variations in receipt of curative-intent surgical treatment for early stage non-small cell lung cancer (NSCLC) among racial/ethnic groups and within racial ethnic groups across states in the US (Sineshaw, ACS)	11/4/2016	Closed
14-07	Lymphoid malignancy statistics in the US, 2001-2012 (Jemal, ACS)	4/24/2017	Closed
14-08	Demographic and regional/state variation in DCIS and early stage breast cancer incidence and treatment (Ward, ACS)	4/27/2017	Closed
14-10	Examining cancer disparities in the Philadelphia Metro Area (New Jersey, Pennsylvania and Delaware) (Henry, Temple)	11/30/2016	
15-06	Assessing the relationship between rural-urban residence and cancer using the NAACCR urban-rural indicator codes (Henry, Temple)	2/1/2017	
15-10	Rates of childhood cancer in the US (Shiels, NCI)	10/28/2016	
15-11	The association between the incidence of chronic lymphocytic leukemia among adults in the US and rural-urban residence (Oancea, NDCR)	11/4/2016	
16-02	Trends in incidence of esophageal and gastric cancer by histological/anatomical subtype and race in the US (Jemal)	4/24/2017	
14-02	Comparison of latitude gradients for testicular cancer & remaining cancer in Australia and the US (Baade)	Due 4/26/2017	Due back from PI
13-09	The burden of cancer in the US by race/ethnicity (Lortet-Tieulent)	Due 4/26/2017	Due back from PI

11. Complete list of (active and terminated) CINA Projects (separate attachment)

12. Next call – tentative 2nd Friday in October 13th, 2017; 8:30 am PST,9:30 MST,10:30 CST; 11:30 EST

Chair—Vivien ends.