



Minutes

NAACCR Board of Director’s Meeting

Wednesday, January 17, 2018

2:00 PM – 4:00 PM Eastern

Roll Call

Nan

Board Members Present: Nan Stroup, Frank Boscoe, Randi Rycroft, Chris Johnson, Heather Stuart-Panko, Chuck Wiggins, Isaac Hands, Maria Schymura, Lori Swain

Board Members Excused: Deirdre Rogers

Ex Officio: Betsy A. Kohler

Staff Member: Charlie Blackburn

Consent Agenda

All

- 1. Minutes
- 2. Finances
- 3. Executive Director’s Report
- 4. Membership
- 5. Correspondence
 - a. Harmonized Stage Document
 - b. Student Award Program

Maria

Maria asked that the membership of Shirley Jordan be pulled from the consent agenda. The discussion and motion is located below.

THE MOTION TO APPROVE THE CONSENT AGENDA FOR THE JANUARY 17, 2018, BOARD MEETING WAS PASSED.

4. Membership of Shirley Jordan Seay

Maria recommended the membership application for Shirley Jordan Seay be approved.

THE MOTION TO APPROVE THE INDIVIDUAL MEMBERSHIP APPLICATION OF SHIRLEY JORDAN SEAY WAS PASSED.

Governance

6. Investment Portfolio Recommendation

Betsy/Charlie

The NAACCR Personnel and Finance Subcommittee met with Mr. Damon Hofstrand (Merrill Lynch) last week to consider a slight change in NAACCR’s investment strategy. This change would modernize the method of trades, monitoring, and fiduciary responsibilities of Merrill Lynch. This would reduce the overall fees, limit risk, and hopefully increase return somewhat. The subcommittee is in favor of this change and recommends that the Board approve the suggestion. There would not need to be a change to NAACCR’s investment portfolio policy at this time since the policy requirements will still be followed by Merrill Lynch. Also, Betsy offered to the Board that they could offer opinions on other industries that may want restricted. After discussion, the Board decided that they would leave the restriction to tobacco intact and not add restrictions. Charlie will provide periodic updates to the Board on the transition. He will also discuss progress over time or if other issues arise.

THE MOTION TO APPROVE THE MERRILL LYNCH PORTFOLIO CHANGE TO A MANAGED PORTFOLIO WAS PASSED (Charlie Blackburn will coordinate efforts with Merrill Lynch to finalize the relationship.)

7. Call for New Items to Agenda

Nan

a. Hackathon

Isaac Hands updated the Board on the upcoming Hackathon in June of 2018. Planning continues for the event. A venue has been booked at the University of Pittsburgh's conference center named the Herberman. They are finalizing transportation details and possible sponsorship for prizes. Isaac said that if they are not able to secure sponsorship with prizes he may be proposing investment by NAACCR for the prizes. The presentations will be held at the vendor area on Monday of the conference. Prizes for 1st, 2nd, and 3rd place were approved.

8. Southern Plains Tribal Membership – Update

Chuck

Chuck was responsible for connecting with Southern Plains staff to see if they would be interested in the Board's suggestion to be a Sustaining non-profit member of NAACCR until such time they are a central cancer registry or cancer registry. Chuck will work with Charlie over the next month and report back at the February meeting. An update will be provided in February.

9. Election Ballot

Betsy

The NAACCR Board elections began on Monday, January 8, 2018. Currently, there are 28 votes of the 78 possible. Dustin and Charlie continue to monitor the process. As of today's date, there have been no issues with voting or the voting system. The Board discussed the current ballot. They would like to focus more on Canadian volunteers and possible increasing the number of nominees next year. Heather said that she will work with her Canadian colleagues over the next year to ensure there is a Canadian representative on the ballot.

10. Program Updates

a. Canada

Heather

They have started their call for data for 2016 cases. They will go through three rounds of submission and edits. They should be complete in June. TNM work continues. A train the trainer will be held in March where Provincial and Territorial representatives will attend and be trained. CPAC will release their first patient experience and living survey. She will let the Board know when this is released.

b. NPCR

Chris

Evaluation plans are due at the end of this month. Many registries are busy with this report. The performance report and application is due February 21st. Idaho found some errors in the document summary list since they already submitted their application. These have been communicated to CDC. SAS licenses are being offered to registries at no cost through NPCR. A cancer informatics workshop will be held at the NCRA conference. An updated LinkPlus will be released also.

c. SEER

Chuck / Nan

Registries who applied for SEER funding are receiving final proposal revision requests from NCI. They would be 10-year contracts. The current contracts end April 30. There are some personnel changes in the SEER contracts office. Steve Friedman is taking over some of the COR responsibilities previously assigned to Carol Kosary.

WOW Initiatives

11. Registry of the Future

Nan

No new updates at this time. Updates will be made available to Betsy by next week. It will be sent to the Board before the February meeting though.

Communications

12. Steering Committee Update

Lori / Frank

The Communications Plan was reviewed by the group. Changes will be sent to the group for finalization by the February meeting. No substantial changes were noted. Frank noted that the NAACCR review has had only 4 posts over the last year. He believes that this should be discussed on how better publicize NAACCR publications of data. He thought that this could be reworked with a little ingenuity. Frank will bring this in front of the Communications Steering Committee for consideration at the next meeting. Nan asked if it is possible the reason it has not gained much traction is because some may feel they need to write more than needed. She wondered if sending a link to a paper would suffice rather than a lengthy review. Randi asked if it was possible to pull information from our Annual Conference to post via this method. Frank will take some of these ideas to the group.

Professional Development

13. Steering Committee Update

Deirdre/Maria

There was no meeting last month. The recruitment and retention survey was finalized electronically among the group. An abstract was also submitted for the 2018 conference to present the findings from the survey.

14. Update on 2018 Conference

a. Abstract submissions

Charlie provided an update on abstracts submitted for the conference. There were 156 total abstracts plus an additional 5 for student presentations. The student presentations are still open and will close in March of 2018. In 2017 there were 2016 and in 2017 there were 205. Chuck and Chris noted that the reviewers are already able to review the abstracts. Chris said that the content is very robust and interesting. Betsy explained that the NAACCR staff worked hard in the fall with Venue West to tighten the timeline for efficient operations.

Research and Data Use

15. Steering Committee Update

Chris / Isaac

The last call was held on January 8th. Cancer control indicators were discussed in detail. Chris said that maps, tables, and narrative / interpretation will be available on the NAACCR web site. This will be released in conjunction with CiNA. Cancer fact sheets will be made available, created by One Voice Against Cancer, for NAACCR registries and friends. Hannah Weir recently had a monograph which gained press. Copies are available upon request to Hannah.

16. Synthetic Dataset Update

Chris

The group is waiting on a list of states that approved the active consent from Recinda. He said these data do not need to wait for CiNA release. The Board discussed various safety measures where the synthetic dataset would not be able to map back to any identifiable data.

Standardization and Registry Development

17. Steering Committee Update

Heather / Randi

The next committee meeting is next week. An update will be provided at the February meeting.

18. XML Implementation

Isaac

An update will be provided at the February 2018 meeting. Betsy is working with IMS on XML updates and changes with the call for data.

19. Survivorship White Paper

Randi

An abstract has been submitted for the 2018 conference. A draft is being developed and should be sent to the steering committee by next month. Randi received background form a contractor that can update the application at a cost of approximately \$20,000. She asked if this should be discussed at the March Board

meeting. Betsy thought that this would be a good idea. Nan and Randi are of the opinion that this is a very affordable rate and should be considered.

Strategic Alliances

20. Steering Committee Update

Betsy / Chuck/Lori

No new updates.

21. Status of Membership Dues

Charlie

The Personnel and Finance Subcommittee discussed the concept of organizational dues that are owed by two Sponsoring Member Organizations. They have asked Betsy to reach out to their organization heads to inquire if they wish to remain NAACCR members. The NAACCR office has made communication to one and is waiting to hear back from the other. More information will be made available at the next Board meeting once more time is allowed for a return call and decision by those organizations.

Other

22. Puerto Rico Assistance Update

Nan

Nan has heard from Diego earlier this week. The Finance and Personnel Subcommittee has a few questions on cost and critical elements of the project. Nan and the group will meet with Diego next week to identify critical areas. She wants to be careful on incurring costs for hospital registries but wanted Board input. Betsy agreed and thought that if it is for webinars or material that does not increase costs beyond the central registry that would be fine. If it would increase costs or stress on staff then it may not be within the scope of NAACCR.

23. Adjournment and Next Meeting

The meeting adjourned at 4:00 PM Eastern. The next teleconference meeting will be on Wednesday, February 21, 2018 at 2:00 PM Eastern.

February 21

March 6-7 In-Person Meeting, Hyatt Regency, Princeton, NJ

April 18 (Board/Chair)

May 16

Reviewers for Documents

2018 Implementation Guidelines review February 2018 – Randi Rycroft, Heather Stuart-Panko

Layout: Isaac Hands, Lori Havener (Staff)

Standards Volume I review January 2018

Standards Volume II review January 2018 – Chris Johnson, Frank Boscoe

Standards Vol V review April 2018