

Strategic Planning and Alliances Steering Committee
June 6, 2023
Meeting Notes

Attendance		
Members Present: Randi Rycroft (chair) Betsy Kohler Stephanie Hill	Dennis Deapen Monique Hernandez Wendy Aldinger	Mignon Dryden Winnie Roshala Mary Jane King
		NAACCR Staff Present: Karen Knight Ann Marie Hill
AGENDA ITEM	DISCUSSION	ACTION/FOLLOW-UP
1. Roll – Karen		
2. Review May notes – Randi	<ul style="list-style-type: none"> Dennis provided an edit, which was made. Minutes were approved as edited. 	
3. Updates from the Board – Randi	<ul style="list-style-type: none"> The Board will meet at the conference. There may be some charges for SPA after that meeting. SPASC will meet after that on Wednesday. 	
4. Review Value of NAACCR membership documents – Randi Group reviewed one-page ads provided by Anjali Goswami. The purpose of these documents is for member engagement and outward marketing of NAACCR. Anjali used the member interviews for these pieces.	<ul style="list-style-type: none"> Discussed one-page ad drafted by Anjali. For member benefits listed, Stephanie noted these are available to non-members. Ann Marie said these could be modified for any purpose we want. Dennis said he thought the language works well for internal, not external, members. Public health benefits could be added – i.e., ability to identify and reduce disparities, support cancer control, etc. Need to decide intended audiences and talking points. Initially, the purpose of this document was to demonstrate value for membership. Stephanie said we need to be careful that most of what is listed is available without membership. Ann Marie said another intern worked on a presentation for the conference to engage members in mentorship. She asked Dennis and Mignon to provide quotes to add to the presentation. Monique said if this is provided at the conference, it would need to be changed to a Power Point. Visuals can be used as a template. Ann Marie said we need more testimonials because many of the perspectives were from longstanding leadership. Potential flyers could be created for various audiences – for public, researchers, members. 	<ul style="list-style-type: none"> Ann Marie asked Anjali to provide these documents in a modifiable Power Point format. SPA SC members to send to Karen by Monday any ideas for value of NAACCR to its members. Quotation edits should be sent to Ann Marie by close of business Wednesday.

	<ul style="list-style-type: none"> Stephanie said that GLC (communications firm) created customer personas that may be helpful to review. Internal foci – there would be two: volunteer recruitment or member benefits. MAP is working on volunteer recruitment already, so SPA SC will not focus on that. The group decided SPA SC will focus on value of NAACCR in general, not just membership. Randi suggested we focus on the value of NAACCR to its members. Betsy said this includes networking, mentorship, analytic tools, etc. Winny added registry certification. We can add those to the list. SC members will review the wording and provide edits. Thursday is the deadline Tyler has for slides for the conference so a slide will likely not be ready by the conference, but Randi would like to finish this activity soon. 	
<p>5. Review assessment of partners and their efforts in DEI – Randi</p> <p>Reviewed Anjali’s Excel spreadsheet on DEI practices of partner organizations, which included columns of shared values, customers and DEI opportunities for NAACCR.</p> <p>Randi said our purpose is to adequately characterize partners and assess the value to NAACCR of the partnership.</p>	<ul style="list-style-type: none"> Randi said until we understand more about partner organizations, i.e., shared values, their customers, etc., we do not have enough information to recommend organizations for strengthening/pursuing a relationship. Ann Marie said this spreadsheet is a melded database of looking into partner’s DEI practices as well as their shared values and customers. American College of Surgeons’ DEI approach may be an opportunity for NAACCR to collaborate. Stephanie said that their cancer programs are a small part of ACoS. Ann Marie said we do not have documented the strength of current relationships. It is better to strengthen relationships already in existence. Monique said the Veterans Administration is making an effort to work on their reporting. There is an opportunity to strengthen that relationship. If we discuss this at the in-person meeting, we will need a structured process. We will use the partner assessment framework as well. Mignon suggested putting the DEI in a parking lot and work on one thing at a time. Ann Marie agreed and said DEI is a project slated for down the road. Karen will move the DEI information to a separate sheet. Randi will prepare the documents for the in-person meeting. 	<ul style="list-style-type: none"> Randi will work on how to structure next steps for discussion at the meeting at the conference. Karen offered to assist.
<p>6. Discuss what makes a high-quality registry – Randi/All</p> <p>Randi shared a document outlining what makes a high-quality registry, based on the May SC discussion. Members reviewed and provided feedback.</p>	<ul style="list-style-type: none"> Betsy suggested adding data use for cancer control and research. Mary Jane pointed out that some of these activities are not allowed in all jurisdictions. Discussed draft metrics. Dennis suggested adding something related to timeliness. Mary Jane said there may be a lot of debate 	<ul style="list-style-type: none"> Randi will edit the document based on today’s meeting and circulate it.

	<p>about timeliness. Discussed that the point is for registries to make data available as soon as possible for use. Mary Jane agreed with this language.</p> <ul style="list-style-type: none"> Dennis said to add that registries will need analytic staff to promote the use of the data, analyze and produce data metrics. 	
<p>7. Plans for next two meetings – Randi</p> <p>SPA SC is scheduled to meet on Wednesday afternoon, June 21, 4-5 p.m. CT. A Zoom invitation was sent for those that will connect remotely.</p> <p>The July meeting will be cancelled and will resume in August.</p>		<p>Karen will send out a new meeting invitation starting in August.</p>
<p>8. Liaison updates, if available – Randi/All</p>	<p>No updates.</p>	
<p>9. Summarize meeting for reporting to the Board – Randi/All</p>	<p>Randi will let the Board know that SPA SC has finished their work on what constitutes a high-quality registry and will provide the document to the Board.</p>	
<p>Next Meeting is scheduled for June 21st 4:00 – 5:00 CT in New Orleans and on Zoom</p>		