Standardization and Registry Development Steering Committee
September 28, 2023

Attendance					
Members Present:	Rich Pinder	Valerie Yoder	**NAACCR Staff Present:**	**Board Liaison:**	**Guest:**
Heather Stabinsky (co-chair)	Robin Harris Billet	Mary Jane King	Lori Havener	Lori Koch	April Austin
Randi Rycroft	Winny Roshala	Valerie Somma	Jim Hofferkamp	Joshua Mazuryk	Sean Porter
Sandy Jones	Wendy Aldinger		Recinda Sherman		
			Castine Clerkin		

AGENDA ITEM	DECISION	ACTION/FOLLOW-UP
1. Roll		
2. Review minutes/action items from August minutes		
3. Discussion Items		

a. **Minimum Data Set TF report, update from HLSG – April/Sean**
April attended the HLSG meeting on Monday and presented the report to the group. Several members present thanked April and Sean for the work and focus in producing the report. Some comments from HLSG:
    • Why stage and vital status were not on the list? April responded that stage and vital status are not needed for incidence.
    • Lynne Penberthy said that better information for recurrence of mets is needed. April responded that recurrence is not part of what is needed to inform incidence.
    • HLSG agreed the report was good; however, there was no mention of next steps.
Sean felt some HLSG comments were due to NCI looking for people to get into trials and some of their data is used differently than surveillance.
 	
What are the next steps? Lori H. suggested S&RD workplan objectives should include next steps. Randi asked the group if each type of reporting source should be looked at and what a case should look like for each.
    b. **Interstate Case Ownership TF report – Castine**
The goal of the TF was to identify case ownership when duplicates were identified between registries. Creating rules for various scenarios was very challenging. The final recommendation document includes an executive summary and has been shared with the SC. No definitive next steps have been determined but it was decided the rules should be tested. Castine is asking for feedback and advice on how to proceed.
    c. **Inter-registry Webpage and Interstate Data Exchange Guidelines – Recinda**
Recinda shared that the Interstate Data Exchange website, now Inter-registry, should be a one-stop-shop for all Inter-registry content i.e., guidelines, data use agreement, edits, etc. The Interstate Data Exchange Guidelines are on the S&RD SC schedule for review. This review/update should include content on case ownership. RDU would like to collaborate with the S&RD SC to update the guidelines and the webpage.
    d. **Edits WG report – Jim**
	• The Minimum Data Set report should be taken to the NAACCR Board for guidance since this is one of the strategic initiatives.
	• The Minimum Data Set Task Force will be put on hold until after the next NAACCR Board meeting.
	• It was decided the Interstate Case Ownership Report should go to the NAACCR Board due to the level of suggested resources needed in the report.
	• Update prior Interstate Data Exchange TF charter and send to RDU for review and updates.
		• Create questions this group may have for HLSG regarding the Minimum Data Set report.
		• Board liaisons will take the Minimum Data Set report to the NAACCR Board.
		• Lori H. will send the Interstate Case Ownership Report to the SC for review and feedback by 10/6. Lori H. will work with Castine to finalize the report with the SC feedback and then send the report to the Board.
		• S&RD will draft a charter for the Inter-registry Data Exchange Task Force.
		• Heather will meet with Jenna regarding finalizing the workplan goals and submit them by 10/6.
		• Lori H. will make sure the CIAG workplan is posted to the Share site.

	The v24 metafile has been posted and the training for Edits Metafile administrators was well attended. Next week the Edits Clearing House will be cleared off and v24 edits metafiles (or changes to v23B) can be posted. A request was received from NPCR to set up a separate metafile to use for interstate data exchange, which was created. Jim is unsure of who may be using it but said it is more of a guideline to run this edit set before sending to another state. He would like to update this for v24A.	
e.	**Review S&RD charter and workplan – Heather/Jenna** Heather reminded the group of the goals staying the same and included the strategic initiatives underneath the respective goal(s). The SC updated goals are due October 6th. Heather also reviewed and updated the list of subgroups currently under S&RD.	
f.	**Counting Every Case Coffee Break – Randi** Randi thought the next step would be to do something at the 2024 NAACCR Annual Conference. Lori K. suggested something more operations based to address this topic. Randi wanted to see if registries could think of other scenarios, but that feedback was not received after the Coffee Break. Most agreed this would work well as a "Birds of A Feather" session at the NAACCR Annual Conference. Josh suggested a Canadian partner be included.	
g.	**Cancer Informatics Advisory Group update – Eric/Gary** Rich informed the group Eric is volunteering on another call to discuss Ci4C meeting with informatic people. The group finished the workplan and the goal is to prioritize.	
h.	**Mid-Level Tactical Group update – Heather/Jenna** Heather reported guests from AJCC talked about uses and intricacies of the AJCC DLL. The presentation helped MLTG to understand how it is used. There was a reminder of the 10/1 deadline for v25 changes; field testing will be underway soon; and there was discussion on the tumor size field.	
4.	**Other Business**	
5.	**Board liaison report – Wendy/Lori K.**	
6.	**Tweet worthy for Communications SC**	
7.	**Next Meeting**	Wednesday, October 26 at 3:00 – 4:00 pm central