Strategic Planning and Alliances Steering Committee
November 7, 2023
Meeting Notes

Attendance			
Members Present:	Wendy Aldinger	**NAACCR Staff Present:**	
Randi Rycroft (chair)	Monique Hernandez	Karen Knight	
Winny Roshala	Mignon Dryden	Ann Marie Hill	
Mary Jane King	Jenna Mazreku		

AGENDA ITEM	DISCUSSION	ACTION/FOLLOW-UP
1. **Roll – Karen**		
2. **Review September 25th notes – Randi**	• Minutes were approved.	
3. **Updates from the Board – Winny/Wendy** Wendy said the ED Transition Team has been established and had their first meeting last week. They will be meeting with key stakeholders, staff and the Board as they review the job description. Trish Silber will be a consultant supporting the effort. They hope to start recruiting in January. Interviews may be held in conjunction with the conference in June. Wendy Aldinger, Lori Swain, Lori Koch, Monique Hernandez, Charlie Blackburn are members; Sarah Nash is the chair. Tricia Kulmacz will provide staff support. There will be transparent communication with the membership. Winny said the SMP WG asked the Board for feedback on the Steering Committee's 2024-2027 goals and objectives.		
4. **NAACCR membership benefit ranking results – Randi/Karen** Steering Committee and Board members were asked to rank member benefits. The report and word cloud with the results	• The results confirmed what the SPA SC had already decided. They were pleased the process worked well. • Next steps are to share this with the Board. • Monique said this could be highlighted in the Narrative. • Mignon said during a break, putting this up would be eye catching. • The group thought the Word Cloud looked good and is a nice visual.	• **Monique** will draft an article that describes the purpose, process and results by 11/17. The members will

were shared and discussed. There were 24 responses and the benefits with the highest scores were • Standardization • Education/professional development • Data Dictionary • Betsy practices/guidelines/toolkits • Registry certification As a reminder, the purpose of the exercise was to communicate benefits to members when discussing costs/fees.	• Winny said the original request to this group was to list out the member benefits. Randi said the original request came out of the discussion around fee increases; the need to communicate member benefits to the members and it could also be used in communication with current and potential partners. • Winny suggested it needs a home on our website; Monique said perhaps provide to the membership to use. Can it be included as a promotional package for membership? • The group may create a brief article in the Narrative; perhaps there is a place to put it also on the website. Karen will ask Tyler the best home for this. The Board will be talking about the Communications process at their next Board meeting.	review and provide feedback. **Wendy/Winny** will share with the Board for their 11/29 meeting. • **Karen** will ask Tyler about the options for where to post the visual.
5. SMP WG feedback on 2024-27 goals and objectives – Randi The SMP WG thought the goals and objectives were well done, but they did request the Steering Committee indicate explicitly where the Board's six strategic initiatives fall within the goals and objectives.	Discussed potential objectives for each of the initiatives: • Certification criteria (RDU, SPA and S&RD) – SPA's role will be from a big picture perspective. This group has not been launched yet. • Informatics/interoperability (S&RD, PD and SPA) – CIAG knows this is coming, as does PD SC. SPA's role is to monitor emerging trends and advise on NAACCR's role. (Longer term) • Improving race and ethnicity reporting – RDU has started this. SPA's role is to pay attention to what is happening outside of NAACCR; are we in compliance with standards outside of NAACCR? • Expanded training – SPA's role is to identify specialty topics beyond CTR-training. Monique said an example would be DEI training. Informatics is another area. • Advocacy – SPA will need to lead this effort. • Diversity, Equity, Inclusion and Respect – SPA has already done some work on this, but this is on the back burner for now. The goals and objectives were modified to include references to the strategic initiatives. The group agreed that this is a draft and may change when specific action steps are created. When developing action steps, the group will need to select what is feasible, given their other responsibilities. Board feedback is still pending. Other edits may be needed after their feedback is received.	

6. Six-month report/metrics due 2/1 – Karen Randi said the six-month report and SPA SC metrics are due 2/1/24 for the current workplan. Metrics are always challenging for this group; Ann Marie said qualitative measures may be more appropriate. Examples of accomplishments are the Word Cloud on member benefits and reach out to Komen.		
7. Call for Mentors – Karen The Mentorship Program is looking for mentors and asked that members of this group consider participation. Monique said there are a lot of new managers that need mentors; the time commitment is negotiable. There is a roundtable on the 12th. Monique said they are considering 6-month call for mentors/mentees. For more information, see NAACCR Mentorship Program or contact Angela Martin at amartin@naaccr.org.	Several members signed up while on the call.	
8. Liaison updates, if available – Randi/All	• Mignon – CAP held a cancer data summit in October that was great. The organizer held a follow-up meeting with NCRA and NAACCR on how to broaden the audience. They suggested a mini-satellite program to bring presentations to NCRA and NAACCR members. Randi asked if there were any topics to include in the NAACCR conference; Mignon said spreading the word about molecular/precision medicine is moving forward as well as structured data capture. This would likely be for 2025. Mignon could also send our 2024 conference call for abstracts to CAP for a collaborative session. • Randi has an orientation tomorrow for the CoC. • Karen – Digital Bridge lost funding and is considering whether to disband or re-envision themselves. • Karen – HLSG is creating a Standards Alignment Task Force to review standards and an approach to aligning NAACCR standards. At some point, the work may move somewhere else. Mary Jane said MLTG focuses most of their time on the current cycle. • Mary Jane asked if anyone is considering when ICD-O-4 and ICD-11 are coming out and the impacts on registries. Winny said the	

	NAACCR ICD-O WG is considering the change to ICD-O-4. Mary Jane said it would be helpful to have a high-level timeline and impact assessment. Karen will raise this topic with the HLSG co-chairs. Karen asked about which partners would know more. Winny suggested Lois Dickie for ICD-O; Randi suggested AHIMA for ICD-11; Mary Jane can check with the Canadian group on their timeline. NCHS may be a good reach out also. Cancer PathChart people may know more about ICD-O.	
9. **Summarize meeting for reporting to the Board – Randi/All** Wendy/Winny will share the Word Cloud of NAACCR benefits with the Board at their 11/29 meeting. See action items above.		
Next Meeting is scheduled for December 5th, 11:30 – 1:00 ET	Meeting conflicts with the SEER workshop and was rescheduled to December 8th at the same time.	