

**Strategic Planning and Alliances Steering Committee  
February 6, 2024  
Meeting Notes**

| Attendance  |   |  |
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| <b>Members Present:</b><br>Randi Rycroft (chair)<br>Winny Roshala<br>Mary Jane King   | Monique Hernandez<br>Stephanie Hill<br>Jenna Mazreku  | Wendy Aldinger<br>Mignon Dryden<br>Betsy Kohler  |
|   |   | <b>NAACCR Staff Present:</b><br>Karen Knight<br>Ann Marie Hill   |
| AGENDA ITEM   | DISCUSSION  | ACTION/FOLLOW-UP   |
| <b>1. Roll – Karen</b>  |   |  |
| <b>2. Review January 23<sup>rd</sup> notes – Randi</b>  | <ul style="list-style-type: none"> <li>Minutes were approved.</li> </ul>  |  |
| <b>3. Updates from the Board – Winny</b><br><br>Wendy said the latest Board meeting was brief. The ED transition work is moving along. All of the listening sessions have been completed. There is ongoing work for planning the in-person Board/Chair meeting in March.  | <ul style="list-style-type: none"> <li>Ann Marie asked if there were any topics from the listening sessions that may impact the SPA SC’s work. Wendy said there was a mention regarding advocacy that may end up influencing the Steering Committee’s work.</li> <li>Randi said that given this is a big year of leadership transitions, our partnerships should be a priority for SPA SC.</li> <li>The group discussed the Coffee Break listening session.</li> </ul>  |  |
| <b>4. Finalize year one of 2024-2027 workplan and discuss collaboration with other Steering Committees – Randi</b><br><br>Karen said the Steering Committees are required to finalize the goals, objectives and how the strategic initiatives will be incorporated. Both the workplan and the spreadsheet for collaboration with other Steering Committees are due by February 12.<br><br>The group walked through modifications to the workplan and strategic initiatives spreadsheet. | <ul style="list-style-type: none"> <li>Betsy said it is important for the Certification Task Force (CERT TF) to evaluate the purpose of certification – to improve the data overall. The timeline for the TF to present to the Board is early 2025.</li> <li>Ann Marie asked the group how the SC will collaborate with the CERT TF. Wendy said the TF will be reporting on the monthly Board meeting. She and Mary Jane can provide updates to SPA SC for their feedback, as needed.</li> <li>Randi said we can always ask how the quality of the data will be improved.</li> <li>The group discussed assessing the value and benefits of NAACCR to the cancer surveillance community and the public.</li> </ul> | <ul style="list-style-type: none"> <li><b>Karen</b> will edit the workplan and spreadsheet and send them to Randi for final edits. The documents will be posted to SHARE before submission next Monday.</li> </ul> |
| <b>5. Liaison updates, if available – Randi/All</b><br><br>There was insufficient time for liaison updates.   | <ul style="list-style-type: none"> <li>The group discussed that NAACCR could potentially learn from the College and others and how they approach changes to accreditation/certification.</li> </ul>   | <ul style="list-style-type: none"> <li>Randi will provide a College liaison update via e-mail.</li> </ul>  |

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| Randi reported that the CoC reported potential changes to their measures. They will need to update measures quickly since medicine changes so quickly. |  |   |
| <b>6. Budget request of Board due March 1<sup>st</sup> – Randi</b>   |  | <ul style="list-style-type: none"> <li>Members will let Randi know if they have any budget requests.</li> </ul> |
| <b>7. Summarize meeting for reporting to the Board – Randi/All</b><br><br>There was insufficient time for this agenda item.                            |  |   |
| Next Meeting is rescheduled for March 5 <sup>th</sup> , 11:30 – 1:00 ET.   |  |   |