



MINUTES - NM Cancer Council, Executive Committee

Date: April 16, 2013, 2:30 – 4:30 pm, NM Cancer Center, 4901 Lang Avenue, NE

NEXT MEETING:

ATTENDEES	<p><u>EXECUTIVE COMMITTEE MEMBERS:</u> Sandra Adondakis* (American Cancer Society, Cancer Action Network) Susan Baum (NM Department of Health) Remona Benally* (HealthInsight NM) Sarah Cobb (Senator Tom Udall's Office) Andra Davis (UNM College of Nursing) Blaire Larson (Cancer Services of NM) Barbara McAneny (NM Oncology Hematology Consultants) Beth Pinkerton (NM DOH Comprehensive Cancer Program) Susan Simons (Susan G. Komen for the Cure, Central NM) – Chair Terri Stewart* (NM Cancer Care Alliance) Patricia Torn (Cancer Support Now) Robyn Viera* (Individual Member) – Past Chair</p> <p><u>OTHER PARTICIPANTS:</u> Paul Sanchez (NM Oncology Hematology Consultants) Marissa Kutzscher (NM DOH Comprehensive Cancer Program)</p> <p>*Participation via conference call.</p>
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AGENDA ITEMS

AGENDA ITEM: I. WELCOME AND INTRODUCTIONS

SUSAN SIMONS

DISCUSSION	Susan Simons welcomed everyone and brief introductions were made by everyone present.
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AGENDA ITEM: II. EXECUTIVE COMMITTEE ACTIVITIES

SUSAN SIMONS

DISCUSSION	<p>A. Approve February Minutes and Review Action Items:</p> <ul style="list-style-type: none"> • Susan S. confirmed that everyone had received and reviewed the minutes from the February meeting. • The action item from the February meeting minutes regarding sending a thank you letter to Debbie Putt was not completed. The Executive Committee (EC) agreed it should still be sent and come from the Chair, so Susan S. will develop and send the thank you letter. • Revisions to the by-laws will remain tabled and on hold until the membership application is completed. • Blaire moved to approve the minutes and Susan B. seconded. The minutes were approved. <p>B. Other Council Business:</p> <ul style="list-style-type: none"> • Blaire discussed the challenges of identifying someone to take on the leadership role to convene and take minutes during Albuquerque Cancer Coalition (ACC) work group meetings, as well as someone to take on the coordination of the treatment directory. Susan S. has a UNM graduate student intern at Susan G. Komen who has volunteered to coordinate the treatment directory. Blaire asked the EC for recommendations on how to recruit individuals to take on the leadership role of convening the meetings.
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It was suggested by Susan B. that each organization take turns (determined alphabetically) convening/taking minutes at the meeting.

- Remona is potentially interested in taking on the role of convening meetings, but would need to check with management at HealthInsight NM to see if this is something she can take on. Remona is available to convene the July 10 ACC meeting, but will let Blaire and the ACC know if this will be permanent after July.
- The EC also discussed how to ensure organizations update their information in the treatment directory before it is printed.
- Beth discussed changing the date of the Cancer Council annual retreat from November 20 to October to coincide with the cancer conference tentatively scheduled sometime during the week of October 21.
- One concern is October is a busy month for organizations with events, etc., but many individuals travel to the cancer conference, so there is potential for more participants to attend the annual retreat.
- Another thought was to change the October EC meeting date and have the EC meeting at the cancer conference, or leave dates as they stand now and not change EC or retreat dates.
- Currently, plans are being made to secure a meeting location and agenda for the cancer conference, so the EC will need to decide immediately regarding changing the annual retreat date.
- The EC made a decision to have the annual retreat at the cancer conference in October.
- For now, all EC meeting dates will remain the same, including October 15.
- Beth also discussed Grant County which submitted a proposal to DOH to develop a "community cancer coalition" (they do not have a name yet, this is just what they are being called in the interim) in their region. The review committee approved their request, so the current awarded contract states they would need to develop a proposal to be presented to the EC requesting the implementation of a community cancer coalition. If the EC agrees to hear the proposal, what information from Grant County would the EC want to know?
- In the DOH contract with Grant County, they are required to align the coalition with the NM Cancer Plan, Council, and priorities.
- EC members would like to know who are the individuals in Grant County asking to implement the coalition, what are their goals, and are they better off doing this separate from the Cancer Council because if every area in the state has their own coalition, then the uniformity of one collective voice diminishes.
- Beth informed the EC that one activity Grant County has done and would like to continue doing is produce a directory of services for cancer patients which is specific to their community. This differs from the treatment directory produced by the ACC, because it is broader services provided in Catron, Grant, Hidalgo, and Luna Counties.
- One reason they would like to form this coalition is because of their distance from Albuquerque and this makes it challenging to be part of the Council's activities.
- Susie Trujillo who once served on the EC and is a member of the Cancer Council may have more background information on the request for the proposed community cancer coalition.
- It is unclear if this request is for just one county or would this include the region. As mentioned above, this would be another question to ask: how broad is the reach.
- One thought is to possibly have someone from their county/region serve on

	<p>the EC to ensure everyone stays under the umbrella of the Cancer Council.</p> <ul style="list-style-type: none"> • Dr. McAneny asked Beth to give Tiffany her email address, so she can speak with her further about their proposal for the community cancer coalition. Beth will also compile the questions the EC came up with and have a discussion with Tiffany. • Blaire stated they can potentially be a model for how we bring the regional voices into the Council in a more effective way. They may be a pilot for other regions which may want to do the same thing. • Another activity in the current DOH contract includes revitalizing the rural issues work group in conjunction with the Council due to their interest in the topic. However, this was included before the March 20 Cancer Council meeting where work groups were established, and since the rural issues work group may no longer technically exist, DOH is unsure what will become of this activity. • The EC developed four possible objectives for this community cancer coalition: <ul style="list-style-type: none"> ○ Being a source of information for their local communities about what is available in their communities. ○ Creating a forum for different people working in cancer control in their communities to share, network, and learn (both of these objectives are similar to the ACC). ○ The above mentioned model for how they bring a regional voice into the Council. ○ How they might increase activities around the current four priorities from the Cancer Plan. • The EC would like to see something in writing about their proposal prior to the June 11 EC meeting and would like to hear from Grant County representatives at the June 11 meeting (via phone) to answer additional questions and discuss further.
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Develop and send Debbie Putt thank you letter.	Susan S.	4/30/13
Beth will speak with Tiffany Knauf about the questions the EC has in regards to developing the community cancer coalition. Dr. McAneny has also offered to speak with Tiffany about this further.	Beth/Dr. McAneny	5/11/13

AGENDA ITEM: III. MEMBERSHIP APPLICATION UPDATE

AD HOC GROUP/ALL

DISCUSSION	<ul style="list-style-type: none"> • Paul has composed a letter to accompany the membership application, but since the application is not complete or approved, this will not be sent to the group yet. • The EC decided to table discussion regarding the membership application since the most up-to-date revised application has not been sent to the group. • Remona will send the recent updated application to the EC for review. • If member organizations have to be cancer related then this separates them from supporters. A question was raised about some organizations which are not a cancer related organization and how this would affect individual members who are active members of either the Council or EC, and if their organization is not cancer related, how will they be affected in terms of serving, voting, etc. Also, what is the definition of 'cancer related'? Who does the EC want as members – organizations with direct services to Cancer related issues? Members who happen to have an interest in cancer related issues, or those who work in the field?
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	<ul style="list-style-type: none"> • There are a lot of questions regarding determining the definitions around types of membership. Since nominations and voting should be happening soon, the membership application may not be ready to be implemented. • A discussion about nominations and voting of new EC members was brought up. • It was suggested to continue voting the way it is currently being done, since the membership application and by-laws have not been finished. Once these items are completed and presented to the Council (tentatively by October), then in the following year a new voting system will be in place. • Robyn has volunteered to inform EC members about the upcoming nominations and voting for new seats on the committee, but will wait until further clarification is communicated about what information to provide to EC members. • The EC discussed what information to provide to an EC member should they want to run for a seat again. There were differing opinions about asking an EC member if they want to continue on, or if they should just be on a ballot to be voted on the EC by the Council. It was decided to continue this discussion off-line.
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Send revised membership application.	Remona	4/16/13
Further discussion regarding EC nominations and voting.	Susan S.	

AGENDA ITEM: IV. RECAP MARCH 20 CANCER COUNCIL MEETING SUSAN SIMONS/ALL

DISCUSSION	<ul style="list-style-type: none"> • See discussion below regarding four priorities and work groups.
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AGENDA ITEM: V. FOUR PRIORITIES – PROGRESS AND NEXT STEPS ALL

DISCUSSION	<ul style="list-style-type: none"> • Quality of Life: Provided their notes from the March 20 meeting. • Data and Tobacco Control: These two groups met at the March 20 meeting and decided it was best to operate as two separate work groups. • Access: Remona participated in the Access breakout group during the March 20 meeting. Dr. Elba Saavedra assisted in leading discussion for this group and much of the discussion was around patient care navigation from cancer center's to community organizations and clarifying what navigation is. Because so much discussion focused on this topic, the group was unable to answer questions from the handout provided to each breakout group. Dr. Saavedra's Patient Navigation work group plans to meet April 17 and Remona will attend to discuss the next steps and whether or not they would like to become a work group of the Cancer Council. • As work groups meet they should feel free to share their meeting notes with the EC. • A question was asked about the structure of the work groups in terms of does each work group have a chair and EC liaison (are there EC members identified as liaison's?). EC liaison's identified during the meeting are as follows: <ul style="list-style-type: none"> ○ Andra Davis - Quality of Life ○ Susan Simons - Data
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	<ul style="list-style-type: none"> ○ Remona Benally - Access ○ Sandra Adondakis - Tobacco (unless another EC member would like this role). • The standing work groups, Albuquerque Cancer Coalition, PR, Policy and Advocacy, and Native American are also continuing work, and Susan S. has asked these standing work groups be added to the agenda in addition to the 4 new priority work groups.
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AGENDA ITEM: VI. COMMUNICATIONS FROM THIS MEETING

ALL

DISCUSSION	<ul style="list-style-type: none"> • See action items.
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AGENDA ITEM: VII. MEMBER ANNOUNCEMENTS AND UPDATES

DISCUSSION	<ul style="list-style-type: none"> • <u>Susan Simons – Susan G. Komen for the Cure, Central NM</u>: Race committee members are needed. The next meeting is April 18. • <u>Paul Sanchez – NM Oncology Hematology Consultants</u>: inquired about having a calendar for everyone to update their events, etc. and share with the group. Beth mentioned a group calendar did exist at one time, but it was challenging to manage, and since Google Groups is now available, it is encouraged to use this mechanism as a timely way to promote events, etc. • <u>Barbara McAneny – NM Oncology Hematology Consultants</u>: <ul style="list-style-type: none"> ○ The Innovation Center Grant, ‘Come Home’, has allowed expansion of hours until 8 pm during the week and 1-4 pm on the weekends. Because of these extended hours they have kept 90 people out of the emergency room. This has saved money for the system. This has been a success and has expanded across the country to six other practices. Dr. McAneny will be traveling to other states to discuss the successes of the program. This is an interesting model for taking better care of cancer patients and providing what they need on an as needed basis. The outcomes of this model will be interesting to track to see the cost savings and the services to be provided to patients. ○ Due to the recent sequester, there has been a 2% cut to providers. Also, there is major concern over the 5% cut to Indian Health Services. There will be a lobbying focus from the AMA to the federal government to work on eliminating or reducing this cut. • <u>Beth Pinkerton – NM DOH Comprehensive Cancer Program</u>: The Cancer Plan evaluation focusing meeting will be held at the NM Cancer Center on May 8, 8:30 am – 12:30 pm. • <u>Patricia Torn – Cancer Support Now</u>: The one-on-one smoking cessation program in collaboration with the American Lung Association is going well, and Cancer Support Now has been able to provide training for several Native American communities to provide this program in their communities. The feedback in these communities has been positive and people who have participated in the program have had success quitting smoking. • <u>Andra Davis – UNM College of Nursing</u>: NM Attorney General Gary King will be holding a free prescription drug abuse summit on May 23. Community coalitions and providers have been invited to attend amongst others. Andra will send the group further information. • <u>Sandra Adondakis - American Cancer Society, Cancer Action Network</u>: <ul style="list-style-type: none"> ○ The Governor will also be holding a prescription drug abuse summit on April 18. Further information will be sent to the group. ○ ACS CAN will be developing a legislative score card showing how different law makers voted on certain key bills.
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	<ul style="list-style-type: none">○ Before the next session, new state law makers will be educated about the tobacco settlement agreement, what it covers, and what state law says about how to spend the money.● <u>Robyn Viera</u>: The 16th annual Anita Salas Beauty and the Breast event will be held September 29.
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ADJOURNMENT	Susan Simons adjourned the meeting at 4:30 pm. Next meeting: June 11, 2:30 – 4:30 PM at the NM Cancer Center.
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