



MINUTES - NM Cancer Council, Executive Committee
 Date: June 11, 2013, 2:30 – 4:30 pm, NM Cancer Center, 4901 Lang Avenue, NE

ATTENDEES	<p><u>EXECUTIVE COMMITTEE MEMBERS:</u> Susan Baum (NM Department of Health) Lacey Daniell (American Cancer Society, Cancer Action Network – Proxy for Sandra Adondakis) Jahaan Martin (Breast Cancer Resource Center) 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) Colleen Harris (NM Cancer Center Foundation) Marissa Kutzscher (NM DOH Comprehensive Cancer Program)</p> <p>*Participation via conference call.</p>
------------------	--

AGENDA ITEMS

AGENDA ITEM: I. WELCOME AND INTRODUCTIONS

SUSAN SIMONS

DISCUSSION	<p>Susan Simons welcomed everyone and brief introductions were made by everyone present. Susan thanked the departing Executive Committee (EC) members; Susan Baum, Carmelita Sorrelman, Dava Gerard, and Anne Marie Wallace for their work with the EC, and presented a certificate of appreciation to Susan Baum who was present for the meeting.</p>
-------------------	--

AGENDA ITEM: II. EXECUTIVE COMMITTEE ACTIVITIES

**SUSAN
SIMONS/COLLEEN
HARRIS/ROBYN
VIERA/ALL**

DISCUSSION	<p>A. Approve April Minutes and Review Action Items:</p> <ul style="list-style-type: none"> • Terri moved to approve the minutes; Patricia seconded. Minutes were approved. • Susan S. wrote and sent a letter to Debbie Putt thanking her for her time as she worked on the Cancer Support & Treatment Directory. • Beth gave an update on the potential development of a SW Community Cancer Coalition through Gila Regional Medical Center and Tiffany Knauf. Due to Gila Regional Medical Center budget cuts, they have decided not to continue contracting with Department of Health due to a decrease in staff. There is hope to potentially partner with Gila Regional Medical Center in the future. • Robyn gave an update on the EC voting and nominations. Robyn, Susan S. and Beth met to discuss how the process should work based on the June 11 EC meeting discussion. There were 10 open seats, and 7 nominations (current EC members and some from the Council). The new EC was announced with all seven nominations voted in. These individuals include: Sandra Adondakis, Remona Benally, Terri Stewart, Robyn Viera, Dr. Glenroy Heywood, Gena Love, and Paul Sanchez.
-------------------	--

- There are currently a total of 17 EC members, and three open seats.
- There was discussion about filling the remaining three seats; the by-laws state these seats can be filled without waiting until the next fiscal year. EC members mentioned a couple of individuals who may be a good fit and it was decided nominations for the open seats will be announced at the next Council meeting in July in order to fill the three remaining seats.
- Also on the agenda for the Council meeting in July, the EC voting results will be announced by Robyn.
- Robyn also discussed the EC Chair elect process. The current EC will nominate and elect the new chair and this individual will take over July 2014.
- After the June EC meeting, Robyn will send out an email to the EC asking for nominations. Nominees are asked to submit a brief statement describing his/her expertise and interest in being the future chair of the Council.
- The EC reviewed a new membership application for *HealthInsight New Mexico* being represented by Remona Benally. Susan B. gave background information on *HealthInsight New Mexico* and current projects they are working on. The EC approved membership for this organization.
- As a formality, the EC reviewed applications for Kathy Anderson of NM Cancer Care Alliance and Lacey Daniell of American Cancer Society Cancer Action Network – both organizations are current members, so both individuals were approved.

B. Other Council Business:

- Colleen Harris from the NM Cancer Center Foundation discussed the need for improved transportation for cancer patients and distributed a white paper ('Initiative for Improved Transportation for Cancer Patients in New Mexico') she developed regarding the transportation issue for cancer patients.
- Colleen is interested in starting a dialogue with organizations faced with this challenge, including her organization. The goal is to find a resolution to the transportation issue, and she stated two potential ways to find resolutions.
 - o Connect with the oil and gas industry in NM and work with the oil association to obtain wholesale or vouchers to provide gasoline to patients traveling to their appointments.
 - o Work with government to utilize under used public transportation for patients.
- Colleen feels this will be challenging, but by everyone working together a difference can be made.
- Contact has been made with the oil and gas industry, but they are already working with individual groups.
- The goal is to bring all the organizations together which are interested in joining together to come up with one unified approach to presenting the needs of cancer patients to the oil and gas industry.
- Breast Cancer Resource Center has been working on this issue and need on an ongoing basis.
- Colleen has asked everyone to define their market and need for gas resources to move the request forward.
- A concern was brought up regarding how the Council will proceed with this potential project, since it has not been done before in the Council.
- Susan Simons suggested Colleen send an email to the Council inquiring about the need and how much is needed for an organization to provide resources to patients.
- Also suggested is to use the Albuquerque Cancer Coalition has a channel to work on this project since many organizations which provide gas cards are part of this coalition, and New Mexico Cancer Services because they have written a report which includes this topic. It may be best to identify

	<p>organizations already working on this issue instead of tasking existing Council work groups to work on this project. Though some EC members feel this could still be a task for the work groups, Access in particular.</p> <ul style="list-style-type: none"> • A question was brought up regarding organizations sharing budget requests to provide information to Colleen as the project moves forward, but some organizations may feel uncomfortable sharing. • In response to this question, it is suggested organizations give an estimate of their need. • It is important to tie this into a goal from the Cancer Plan when presented to the Council.
--	--

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Colleen Harris will draft an email asking organizations about their services and needs, and provide a short abstract. This email will be sent to Susan S. and she will forward to the Council.	Colleen Harris	Not decided
Susan S. will send an email to Colleen with a decision about whether or not the Access group will take this on as a task.	Susan S.	Not decided
Send new member packet to <i>HealthInsight</i> New Mexico.	Marissa	6/21/13

AGENDA ITEM: III. REVISED MEMBERSHIP APPLICATION AND VOTE

ALL

DISCUSSION	<ul style="list-style-type: none"> • Further revisions were discussed including the removal of “[need to update/revise groups]” under NMCC Member – Organization (the last bullet point). • A comment was brought up about defining what is meant by a cancer organization, in terms of what is the difference between a NMCC Member – Organization and NMCC Supporter – Organization. • When ‘supporter’ was added, it means you would only want to provide financial resources to the organization. They are not a public, private, or non-profit organization working to reduce the burden of cancer. A question was brought up as to whether or not such an organization would understand the distinction when applying for membership. • An additional bullet point will need to be added to define what a NMCC Supporter is. The new bullet point (first bullet point) will read: ‘A non-cancer related organization that provides resources to the Cancer Council and supports its goals and objectives’. • Susan B. moved to approve the membership application with two new revisions; Terri seconded, all were in favor and the membership application was approved. • Later in the meeting, after discussion about the name change for the Survivorship work group, it was pointed out that an additional revision was needed in the listings of work groups. Quality of Life will be removed and become Survivorship. “Standing Committees” will be removed from the last bullet point since it may be too confusing to the applicant. Also recommended is to remove “Workgroup” after each specific work group and list each work group alphabetically. The last bullet point also needs to be changed to match the sizes of the other bullet points.
-------------------	--

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Make revisions to approved membership application.	Ad hoc group	Aug. meeting

AGENDA ITEM: IV. FOUR PRIORITIES – PROGRESS AND NEXT STEPS AND STANDING WORK GROUPS

ALL

DISCUSSION

- Andra was not present at the EC meeting, but sent an email to Susan requesting clarification on the official chair status of the Quality of Life priority work group. Contact was made with Jahaan and Leslie Kaufman, co-chairs of the Survivorship work group asking if they would like to continue being co-chairs, which Jahaan and Leslie do.
- When the priorities were chosen, the Survivorship work group was seen as a good fit with the Quality of Life priority. A question was raised about the Survivorship work group taking on the Quality of Life Priority activity, or is there going to be a Quality of Life sub group working on the specific priority, and would the Survivorship work group work on different activities?
- Discussion about re-naming the work group was brought up and some EC members feel the work group should continue to be called Survivorship and they will work on the Quality of Life priority. Others were neutral about the name of the group.
- Additional questions were brought up about other work groups and their names and keeping everything consistent in documents, etc.
- A comment was made about naming the group the Survivorship Quality of Life work group. Members felt it is important to continually include Survivorship in the title, but as priorities change, would the name continue to change.
- After discussing the name, it was decided to keep the name Survivorship work group.
- Since Jahaan and Leslie will continue as co-chairs, Jahaan will contact Andra to clarify the roles in the Survivorship work group.
- It was suggested that Andra become the EC liaison to the Survivorship work group.
- A question about who the EC liaisons are was raised and need to be identified.
- No updates for the Data or Tobacco Control work groups.
- Remona was not present, but provided an update on the Access and Native American work groups via email to the EC.
 - o Access: no group meeting has been set up. Remona attended the Cancer Patient Navigation Coalition meeting in April. The coalition was asked if they would like to be a workgroup or take over issues relating to Access. They decided they would like to be a sub-committee and continue on with their efforts as is, but partner with the NMCC regarding patient navigation. Next meeting is scheduled on June 19th.
- There was additional discussion about the transportation issue and how it may fit with Access, and how the group could potentially change focus if they are not working on the tasked priority, if this is assumed by the Cancer Patient Navigation Coalition.
 - o Native American: met on May 24th. Michele Suina provided video of Dr. Don Warne presenting on the Affordable Care Act, which is available on YouTube and the group discussed information that was shared. The group will be working on what will be the next steps regarding the Implementation Plan for NA communities. No future meeting has been set up at this time.
- Policy and Advocacy met on June 7th and discussed two topics:
 - o Healthcare pieces of legislation that impact cancer care and NMCC Cancer Plan and initiatives, positively and/or adversely in our state.

	<p>Talking points, hosting a luncheon or dinner, and sending a mass communication to legislators were discussed during the meeting. The goal is to develop the communication piece before the next meeting in August.</p> <ul style="list-style-type: none"> o Outreach to Health Councils within the state. Remona can provide updates when meetings occur so members are aware and may attend. Also needed is an updated NMCC presentation. When the group develops a one page bullet point communication for legislators, this should also be distributed to other individuals and groups such as, hospital administrators, community leaders, non-profit leaders, etc. EC members feel the one page bullet point communication would be useful as they go out into the community to share with individuals the work of the NMCC. • Blaire was not present, but sent an update via email in regard to the Albuquerque Cancer Coalition (ACC). The suggestion from a previous EC meeting to rotate chair and minute taking amongst ACC members is a success.
--	--

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Send email to Andra informing her of the roles of individuals on the Survivorship work group.	Jahaan	Not decided
Identify EC liaisons for each work group at next EC meeting in August.	All	August meeting

AGENDA ITEM: V. MEMBER ANNOUNCEMENTS AND UPDATES

ALL

DISCUSSION	<ul style="list-style-type: none"> • <u>Patricia Torn – Cancer Support Now</u>: The 4th annual cancer survivor’s reunion picnic will be held September 21st at the Unitarian Church. A new piece has been added focusing on one person celebrating their life, either a cancer survivor, cancer care giver, or health care provider. • <u>Beth Pinkerton – NM DOH Comprehensive Cancer Program</u>: The Comprehensive Cancer Program met with their CDC project officer during a visit in early June. • <u>Susan Simons – Susan G. Komen for the Cure, Central NM</u>: Preparing for their next race. • <u>Jahaan Martin – Breast Cancer Resource Center</u>: A fundraising event will be held on September 20th at the Southwest University for Visual Arts. Also at this venue is an on-going photography exhibit in the Southwest University gallery telling breast cancer individuals stories through photography. • <u>Paul Sanchez – NM Oncology Hematology Consultants</u>: Gallery with a Cause will be holding an event at the NM Cancer Center. Also, Paul attended a meeting with the attorney general regarding prescription drug abuse about making sure the burden does not fall on physicians and they can continue to write prescriptions. • <u>Lacey Daniell - American Cancer Society, Cancer Action Network</u>: ACS CAN is having a fundraiser on September 28th at the museum of nuclear science and history. Also, there are some palliative care bills in the U.S. house and senate that ACS CAN is making a push for trying to get NM legislator’s to co-sponsor. • <u>Terri Stewart – NM Cancer Care Alliance</u>: NMCCA will be traveling to Las Cruces to help Memorial Medical Center celebrate their 100th patient enrolled in a clinical trial, which was the purpose of the alliance to allow patients to enroll in clinical trials in their communities. so they do not have to travel to Albuquerque.
-------------------	---



	<p>The Hero event will be in conjunction with this achievement.</p> <ul style="list-style-type: none">• <u>Robyn Viera</u>: The 16th annual Anita Salas Beauty and the Breast event will be held September 28th.
--	---

ADJOURNMENT	Susan Simons adjourned the meeting at 4:30 pm. Next meeting: August 20 6, 2:30 – 4:30 PM at the NM Cancer Center.
--------------------	--