



MINUTES - NM Cancer Council, Executive Committee

Date: February 21, 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 (Breast Cancer Resource Center) Barbara Damron (Damron Oncology Consulting) Blaire Larson (Cancer Services of New Mexico) Jahaan Martin (Breast Cancer Resource Center) Barbara McAneny (NM Cancer Center) Maria Otero (UNM Cancer Center) Beth Pinkerton (NM DOH Comprehensive Cancer Program) Susan Simons (Susan G. Komen for the Cure, Central NM) – Acting as Chair Carmelita Sorrelman (Northern Navajo Medical Center) Terri Stewart* (NM Cancer Care Alliance) Patricia Torn (Cancer Support Now)</p> <p><u>OTHER PARTICIPANTS:</u> Tabatha Bennett (Kesselman-Jones, Inc.) Christine Brown (NM DOH Comprehensive Cancer Program) Paul Sanchez (NM Oncology Hematology Consultant)</p> <p>*Participation via conference call.</p>
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AGENDA ITEMS

AGENDA ITEM: I. WELCOME AND INTRODUCTIONS

SUSAN SIMONS

DISCUSSION	<p>Susan Simons welcomed everyone; brief introductions were made by everyone present.</p>
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AGENDA ITEM: II. EXECUTIVE COMMITTEE ACTIVITIES

SUSAN SIMONS

DISCUSSION	<p>Susan Simons confirmed that everyone had received and reviewed the minutes from the December meeting. Barbara McAneny motioned to approve and Barbara Damron seconded. The report was approved with no changes.</p> <p>Susan Simons reviewed the following action items.</p> <ul style="list-style-type: none"> • Updated date on number of members: There are 24 individual and 39 organization members a total of 140 members. • Revise objectives for cancer plan has been tabled for later discussion. • Will table discussion regarding palliative care until the next meeting. • PowerPoint presentation has not been forwarded, needs to be cleared with the presenter’s legal team before sharing. • Revise objectives addressing practical issues of living with cancer – will be discussed during cancer plan. • Robyn did communicate with all workgroups that their charters will be dependent upon Council priorities. • Letters were sent out to the committee; waiting to hear from the group before moving forward with the work group.
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	<ul style="list-style-type: none"> • Communicate with Jeffrey Diamond – Robyn will still need to complete • Laura and Susan Baum will present results of behavioral risk factor surveillance system cancer survivor module at February 23 meeting. • Beth sent information about cancer drug shortages to the executive committee. <p>The group discussed the objective and action regarding the current cancer drug shortages. It is something that should be reported on however not an immediate action item. Barbara McAneny will forward links to Beth for inclusion during the next meeting and posting on the web site or a member e-mail. The group discussed the idea of a press release about the issue, however, pushing this information without an action item would just cause anxiety. Sandra Adondakis proposes that a brief statement is prepared so when/if the council is contacted about it there is a uniform statement that also includes the positive message that all doctors are working together on this issue. PR committee will work with Sandra to develop this statement.</p>
DISCUSSION	<p>New Member Application: This new member application does not technically need to be voted on since he is part of an organization that is already a member. Beth shared the application for Benjamin Jacquez, who is a representative from TUPAC. Barbara McAneny motions to invite him to attend as part of the Department of Health contingent.</p>
DISCUSSION	<p>Cancer Council meeting on February 23:</p> <p>Reminder that the next meeting is Thursday afternoon. The Native American workgroup will be meeting at the hotel that morning. All workgroups will be expected to report out at Thursday’s meeting. If you are a chair of a workgroup or in a workgroup whose chair will not attend, please let Beth know.</p> <p>There is no funding available for food, however, there will be water. The luncheon on Friday is donated by Susan G. Komen. The alternative option is a lunch special at the hotel restaurant. Beth encouraged attendees to be prepared regarding meals.</p>
DISCUSSION	<p>Request for Meeting in Carlsbad: The Diamond’s have requested that the October council meeting be hosted in Carlsbad in conjunction with an event they are holding. After discussion it was determined that strategic outreach to rural areas should be considered, however, holding a meeting in Carlsbad is not logistically feasible at this time. Susan Simons will contact Mr. Diamond to decline the invitation and inform him that the council may have meetings in other areas in the future.</p>

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Forward links for more information about cancer drug shortages to Beth	Barbara McAneny	March 9
Post links for more information about cancer drug shortages on web site and address in next meeting	Beth Pinkerton	March 9
Draft prepared statement around drug shortages	PR workgroup	March 9
Contact Mr. Diamond to decline invitation	Susan Simons	March 9
Discuss palliative care at next EC meeting	Robyn Viera/Beth Pinkerton	April 10

DISCUSSION	<p>Cancer plan goals should drive the 2012 council priorities, therefore decisions cannot be made until the plan is complete. Blaire Larson recommends shifting the time to review priorities and have a goal to have priorities in place by July 1, based on the timeline for leadership changes. Priorities will no longer follow the calendar year. Susan Simons suggested a brief survey of executive committee members on what goals are most important and what are reasonable goals to make an impact to help drive the process of determining priorities. Blaire Larson proposes to have priorities and charters in place by July 1.</p>
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AGENDA ITEM:	<p>IV. UPDATE ON 2011 COUNCIL PRIORITIES A. CANCER PLAN REVISION</p>	<p>TERRI STEWART / BETH PINKERTON</p>
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DISCUSSION	<p>Terri Stewart discussed the current version of the goals and objectives for the cancer plan. During last meeting the committee discussed objective additions, which have been included in the version distributed at this meeting. Additionally, Susan Baum added updated data and proposed revisions for some objectives.</p> <p>Goal 2 Objective 1 – 2010 data will be used to replace blanks. There is a plateau of adult obesity rates; suggestion to revise the objective to maintain the plateau over the next four years. Susan Baum motioned to approve the changes and Barbara Damron seconded, the Council agreed to revise the objective as suggested by Dr. Baum.</p> <p>Goal 2 objective 2 –Susan Baum shared concern about reaching this goal. Blaire shared concern that if these are goals, what will the council do to reach these goals, rather than rely on outside entities working on these issues to effect change. Priorities will be based off of the goals and objectives for the revised NM Cancer Plan. Priorities will drive the workgroup charters and focuses. Since this is a full Cancer Plan, the council will rely on other organizations to help reach some goals. As an example, Susan Baum suggested that the council focus on increasing physical activity for cancer survivors, rather than the full population.</p> <p>Wherever possible, the plan should include measurable objectives; these goals and objectives have already been reviewed and approved, though there are many instances where the objectives are not measurable. Blaire shared that she doesn't have a basis for determining how much percentage can be moved. Susan Baum would be able to provide recommendations, if the council requests.</p> <p>Barbara McAneny suggests adding a disclaimer sentence that states the goals and objectives represent an ideal for the state, with collaboration of partners. Priorities are consistent with goals and objectives but specifically identify areas that the council can work on. Susan Simons suggests that committee accepts Susan Baum's data and suggestions, while also adding the disclaimer to the introduction.</p> <p>Barbara McAneny suggests reviewing the way objectives are worded so that they are not discredited because guidelines are not specific. Susan Baum suggests that for Goal 9 Objective 2, the age be changed to 21 in concordance with guidelines. The set of objectives work with DOH to review guidelines regarding what is appropriate.</p> <p>There was discussion of tying the plan to the USPSTF guidelines, however not all organizations follow USPSTF guidelines, so there was a caveat added to some objectives to follow other nationally recognized evidence-based recommendations. CDC uses USPSTF guidelines, therefore it might be best to</p>
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	<p>align these guidelines with the CDC, since the CDC is a funder. Suggest specifying which guidelines referring to for each objective. Blaire Larson also suggests adding a footnote to the plan that addresses that targets are measured by best guidelines available at the time written and realize that guidelines are constantly changing.</p> <p>It is valuable to have a SMART objectives, however this requires making a choice on the guideline to follow. Barbara McAneny motions to change Goal 9 Objective 2 age to 21 and Susan Baum will include updated data. Goal 9 objective 3 is suggested to be updated based on new guidelines.</p> <p>Goal 9 objective 4 – Barbara McAneny suggests leaving the age of women as 40. Susan Baum suggests reporting both women 40 and 50 and older. Committee agreed to address both. Susan Baum will provide recommendations for percentage points.</p> <p>Goal 9 – objectives 6 through 8 do not have a data source identified so are not SMART objectives. Barbara McAneny suggests removing objective 8 as it is being followed already. The group discussed why this objective was created, Terri suggested that this objective be revised to reflect that rather than being fully informed, the wordage be changed to fully understand; this objective should be revised. Sandra Adondakis suggested adding culturally appropriate to the objective.</p> <p>Goal 6 Objective 5 - This objective was proposed by Blaire Larson to provide a specific objective to include practical support services. Barbara McAneny supports the inclusion of this objective. This objective embodies many of the non-medical issues that are not included among the plan. Susan Baum motions to add; Sandra Adondakis seconds. The committee unanimously voted to include this objective.</p> <p>Goal 2 Objective 10- Susan has asked Remona to review specific information relevant to second hand smoke as it relates to tribal lands.</p> <p>Susan Baum will work on integrating data to SMART objectives. Objectives will be forwarded to the executive committee via e-mail. The committee set a goal of having a draft of the plan for executive committee of early March.</p>
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IV. UPDATE ON 2011 COUNCIL PRIORITIES

AGENDA ITEM: B. SURVIVORSHIP CARE PLANS / TREATMENT SUMMARIES

PATRICIA TORN

DISCUSSION	<p>Patricia shared that they elected Beth Brown to be the chair of the workgroup. They had discussion on the fact sheet and how to disseminate further. They'll start by sending it to people who have been identified as navigators, or those who serve that function, distributing the fact sheet with an introduction from work group. On April 28 there will be a conference on long-term effects of cancer, and the fact sheet will be included in all the packets and three speakers will mention and incorporate the fact sheet in their presentations.</p> <p>The workgroup will develop a policy statement regarding communication.</p> <p>The workgroup is operating under goals identified in the National Action Plan for Cancer Survivorship and will ensure they're aligned with the revised NM Cancer Plan.</p>
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**AGENDA ITEM: IV. UPDATE ON 2011 COUNCIL PRIORITIES
C. SUSTAINABILITY OF CANCER CONTROL OPERATIONS AND SERVICES** **BETH PINKERTON**

DISCUSSION	<p>Department of Health is working on a contract with Shelly Bischoff to bring her out in June to have a general session on sustainability and how to work towards it that will be a shared session with both diabetes and cancer council members. The afternoon will consist of a workshop on collaboration that will be presented by Deborah Openden. The following day, a core group of cancer council members could meet with Shelly as a strategic planning meeting, limited in size to no more than 20. Ideal to have executive committee members, but may also identify some key people from outlying regions. Anyone who participates in the meeting on the second day would need to commit to attending both days.</p> <p>Have secured June 13 for full day sustainability training and June 14 for full day strategic planning meeting. The meetings are tentative, pending the contract being finalized.</p>
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**AGENDA ITEM: IV. UPDATE ON 2011 COUNCIL PRIORITIES
D. COUNCIL OPERATIONS** **ALL**

DISCUSSION	<p>Table until June meeting.</p> <p>Barbara Damron will need to take a leave of absence from council. She is working in Washington, DC as part of a fellowship; part of the agreement is that she cannot sit on any board while participating in this fellowship. Requests leave of absence from September 2012 until September 2013 when fellowship is completed.</p> <p>April 17 is the next meeting – proposed that this meeting held in Santa Fe.</p>
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**AGENDA ITEM: V. WORKGROUP UPDATES
A. ACC** **BLAIRE LARSON**

DISCUSSION	2012 directory came out last month, Blaire has a few copies If anyone needs one.
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AGENDA ITEM: B. COLORECTAL CANCER **TRESA VANWINKLE**

DISCUSSION	The workgroup drafted their charter, provided for today's meeting.
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AGENDA ITEM: C. NATIVE AMERICAN **REMONA YAZZIE**

DISCUSSION	Workgroup has been meeting and giving feedback for cancer plan. Meeting on Thursday to choose priorities and how they can be used in community.
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AGENDA ITEM: D. POLICY & ADVOCACY **SANDRA & PAUL**

DISCUSSION	Bill to help protect funds from tobacco on Governor's desk, hoping she doesn't veto like last year. Three bills around opioid care and pain management; Bill 159 has been tabled based on support from advocates. This bill will likely be pushed in the next session. An amendment watered it down to ineffective bill.
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	Budgets are flat; no decreases.
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AGENDA ITEM: E. PUBLIC RELATIONS

MARIA OTERO

DISCUSSION	Working on first issue of cancer council newsletter. Should expect committee to review within next few weeks; to full council by April.
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AGENDA ITEM: F. RURAL HEALTH ISSUES

BETH PINKERTON

DISCUSSION	There was a conference call last week about moving the workgroup forward. Data will need to be provided in order for the group to identify gaps.
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AGENDA ITEM: VI. COMMUNICATIONS FROM THIS MEETING

SUSAN SIMONS

DISCUSSION	The following items should be communicated to entire council: <ol style="list-style-type: none"> 1. Approval of goals and objectives for shared strategic plan. 2. Consideration of additions to new plan.
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AGENDA ITEM: VII. MEMBER ANNOUNCEMENTS AND UPDATES

DISCUSSION	
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ADJOURNMENT	There being no time to further discuss, Susan adjourned the meeting at approximately 4:40 pm
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