Minutes
NAACCR Board of Directors Meeting
Wednesday, January 18, 2017
2:00 pm – 4:00 pm Eastern

Roll Call   **Chuck**

Board Members Present: Chuck Wiggins, Lori Swain, Deirdre Rogers, Frank Boscoe, Bruce Riddle, Heather Stuart-Panko, Antoinette Stroup, Eric Durbin, Winny Roshala, Chris Johnson

Member Excused:

Ex-Officio Member Present: Betsy Kohler

NAACCR Staff Present: Charlie Blackburn

Consent Agenda
1. Minutes
2. Finances
3. Membership
4. Executive Director's Report
5. Correspondence

The membership application for Christina Fritzmaurice was removed from the agenda to be discussed and voted on next.

THE CONSENT AGENDA FOR JANUARY 18, 2017 WAS APPROVED

3-1.   The Individual Membership application for Christina Fritzmaurice was discussed and approved.

THE MOTION TO APPROVE THE INDIVIDUAL MEMBERSHIP OF CHRISTINA FRITZMAURICE WAS PASSED.

Governance

6. **Call for New Items to Agenda**   **Chuck**
Eric asked to add the topic of an informatics meeting. Chuck will add it at the end of the meeting.

7. **Program Updates**
10.1. Canada   **Heather**
This week a vote on TNM will be made. They are finalizing the Council annual meeting in May. The Canadian Call for Data will open in January. Later, the CPAC Call for Data will follow. This is due in May of 2017. They are still looking to provide input on the

CONCORD III study. Heather also itemized several position changes in the Statistics Canada Organization. The Board is considering having Betsy and Chuck make an in-person visit to Canada once the transition is complete.

10.2. NPCR   Chris

The 5 year applications are due February 21, 2017. All states including the 5 SEER registries are all invited to submit applications. If a registry is funded and then subsequently funded under the new SEER 10-year application then the NPCR funding may be reduced. Vendors have updated NAACCR Version 16 for their applications. No NPCR Branch Chief has been announced as of yet. A portion of the NPCR Call for Data is still open. The CDC Cancer Conference is scheduled for August 14-16, 2017. This will also serve for the kickoff meeting for the 5 year funding cycle for NPCR and other cancer related programs. Any abstracts for the conference are due March 9th. Betsy was asked to sit on the planning committee for the meeting.

10.3. SEER   Eric/Winny
The SEER funding applications

8.   Update from Nominating Committee   Charlie
The NAACCR election u=is underway and participation is slightly higher than prior years. The vote closes in February 2017. Charlie will report the results when the election is complete.

Strategic Alliances
9.   Steering Committee Update   Lori
The group has not met recently. Moving forward they will work on reconnecting with stakeholders to align mutual interests.

Professional Development
10.   Steering Committee Update   Deirdre, Bruce
Their next meeting is scheduled for January 26, 2017. No new meeting has been held since the last Board meeting.

11.   Launch of Survey Course   Betsy
The survey course will be launched in a few weeks. A couple of sessions need to be recorded and once those are done we will release the content and open registration.

12.   Program Committee Update   Chuck
Angela Martin released the pre-conference workshop list today prior to the meeting. Chuck reminded everyone the Survival Course will be held prior to the conference. He thanked all Board members involved in setting up some of the workshops.

13.   Registry of the Future Conference Planning Update   **Chuck/Nan**

Registry of the Future is planned for Monday, June 19th. The group still have details to work out such as exact topics and speakers but it looks as though the session will go on as planned. On a side note, Charlie announced that we currently have 21 abstracts submitted so far.

Research and Data Use

14.   Steering Committee Update   **Frank/Chris**

The committee will not meeting January or February. Their activities will pick up in March of 2017. The primary reason for not meeting is because everyone is working on their funding applications.

15.   Geocoder Subcontract Update   **Betsy**

The Board discussed some technical issues regarding the NAACCR Geocoder last month. Since then Betsy has inquired as to the issues and potential solutions. Recinda Sherman has put together a committee that will continue to take on any issues and solutions for the long run. Frank added that the committee met today prior to the meeting and there was good progress among the group. Frank learned that the current funding from SEER is essentially enough to maintain the service in its current state. There is not a lot available within the current contract for enhancement and improvements. He would like us to look into options. Betsy explained that the funding mechanism is through the NCI SEER contract. No NAACCR funds are currently earmarked. She thought that outlining any projects and improvements and then seeking approval from SEER may be a good option. The Board also discussed some of the methodology and technical architecture differences that members need compared to the way it functions currently.

The conversation migrated toward options for possible other vendors for this work. Chuck asked if the group was interested in convening a NAACCR group to investigate other alternatives to geocoding for our registries. Bruce was in favor of convening a group but to also look into companies that may do the service for free. Nan suggested contacting Dave Stinchcomb and Kevin Henry to add some expertise to this discussion. Chris said this is another argument for an XML standard for geocoding in the future. Frank, Eric, Chris, Dave Stinchcomb, and Kevin Henry will meet to discuss options. Heather will inquire about adding a qualified individual from Canada to the group. Betsy will have Recinda set up the call.

Standardization & Registry Development

16.   Steering Committee Update   **Eric, Winny, Heather**

The group as not met since the last Board meeting. The next meeting is January 26th. The Board received the document "What you need to know for 2017" prior to the meeting and will be released next week. This is meant as a resource for member registries. The Board complimented Winny and others that worked on the document.

17.   **Staging Updates**   **All**

NCI has asked if NAACCR would be willing to take on the role of coordinating activities for Staging activities. Betsy has met with NCI and NAACCR staff to figure out our role, staffing, and expectations to make it a win-win. Betsy will meet with NCI later in the week to try and finalize some these needs and eventual plans. Betsy does not anticipate any particular Board Action at this time but certainly would like input from Board members voicing any pros and cons with this project.

18.   **Progress On SRD Management Analysis/Restructuring**   **Nan**

The group is scheduled to meet Friday. Nan will provide an update to the Board at the February Board meeting.

Communications

19.   **Steering Committee Update**   **Lori, Winny**

The Communications Steering Committee met yesterday. The group is working on promoting World Cancer Day on February 4th. Social media posts, web posts, and other media have been scheduled. The NAACCR web site redesign is also progressing with an anticipated release date in February

20.   **Website Development Status**   **Charlie**

Charlie provided a short tour of the new NAACCR web site. Most of the content has been populated in the new site. NAACR is now fine tuning user interface themes and options. Charlie expects a release in February 2017.

Other

21.   **Cancer Informatics Meeting**

Eric is leading a cancer informatics group. They have a meeting held in Hunting Beach, California in March. One of their focuses will be on cancer registries. The group is seeking content for this group. They are seeking a prominent individual that will lead the section on cancer registries. Eric has asked that Nan or Chuck volunteer as a lead for this section and attend the meeting. Chuck nominated Nan and he would help in the presentations. The dates are March 19-22, 2017. Betsy suggested considering Dennis Deapen from California as a speaker.

22.   **Adjournment and Next Meeting**

The meeting adjourned at 3:30 PM Eastern. The next meeting of the Board will be on February 15, 2017 at 1PM Eastern.

2016-2017 Board Meeting Times and Dates: Time: 2:00 PM – 4:00 PM Eastern; **Dates:** January 18, February 15, March 15, April 19 (Board/Chair Teleconference), May 17

Documents for Review 2016 -2017

a.	Standards Volume I (V17)	Nan	Chris	
b.	Standards Volume II (Version 17)	Chris	Chuck	
c.	Standards Volume I (V18)			June 2017
d.	Standards Volume II (Version 18)			June 2017
e.	Revised XML Standard	Frank	Bruce	July
f.	Revised Vol V			June 2017

The remaining document reviewers will be assigned later in the year.