** North Dakota Cancer Coalition-(NDCC)**

**Steering Committee Meeting**

**Monday, January 7, 2019**

**12pm Central Time**

***1-866-347-9524***

|  |  |  |  |
| --- | --- | --- | --- |
| **Name** | **Present** | **Name** | **Present** |
| **Shannon Bacon- Secretary -** American Cancer Society (ACS) | X | **Stefanie Meyer- Past Chair-** NDSU MPH | X |
| **Jacob Davis-** Prevent Child Abuse North Dakota |  | **Susan Mormann**- NDDoH- Director Community and Health Systems | X |
| **Tara Schilke**- **Vice Chair -** Bismarck Cancer Center | X | **Beth Nelson-** Altru Cancer Center | X |
| **Jodie Fetsch**- Custer Health (Local Public Health | X | **Jesse Tran-** NDDoH Comprehensive Cancer Control – Program Director | X |
| **Janna Pastir**- NDDoH- Health Promotion |  | **Geneal Roth**- **Treasurer**- Quality Health Associates of ND | X |
| **Julie Garden-Robinson**- NDSU Extension Statewide | X | **Mary Sahl**- Sanford Health-Treatment | X |
| **Cindy Gohner**- BCBSND | X | **Joyce Sayler**- NDDoH Community & Health Systems-Community Clinical Coordinator |  |
| **Brad Hawk-** Commission on Indian Affairs |  | **Barb Sherburne**- Sanford Health |  |
| **Shane Jordan-** Trinity Health Cancer Center |  | **Kendra Roland**- Great Plains Tribal Chairman’s Health Board |  |
| **Jolene Keplin-** Turtle Mountain Tribal Health Education | X | **Zheng, Yun (Lucy)**- ND Statewide Cancer Registry  | X |
| **Mallory Koshiol- Chair –** Sanford Health |  | **Cristina Oancea –** ND Statewide Cancer Registry | X |

**Meeting Minutes**

1. Roll Call – See above

2. Review & Approval of [November Meeting Notes](https://www.ndcancercoalition.org/image/cache/11-5-18_Steering_Committee_Meeting_Minutes.docx)

* Discussed follow-up on cancer plan promotion tasks. NDDoH did press release last week, and Jesse did two interviews which aired last week. Jesse will send out links to the story, press release, and cancer plan to full coalition.
* No changes made to November Meeting Notes.

3. Treasurer’s Report – Geneal

* + Received donation of $151
	+ Total funds = $10,191.71

4. 2019 Priorities – Melanoma & Colorectal Cancer Project Opportunities

* Jesse would like to narrow down some specific strategies or EBI’s that the coalition wants to be working on, so that he can budget in some support from his CDC dollars. He will plan to budget in $10,000 to support coalition projects. These dollars will not be available until July 1, 2019.
* MELANOMA:
	+ The Steering Committee reviewed Objective 13 in the Cancer Plan related to melanoma and related strategies.
	+ Committee expressed interest in this strategy: “Advocate for practices that include skin cancer screening by healthcare professionals during routine exams and facilitate provider skin assessment.” Activity ideas within this strategy included:
		- Professional education outreach on melanoma signs, symptoms, and skin assessment. Potentially through webinar or other means, including NDMA as a messaging channel to reach physicians, highlighting increasing rates of melanoma in ND, possible collaborate with NDMA on webinar.
		- Mary stated skin is not looked at during routine physicals. Education to primary care providers in the state could be helpful. Jan – April is likely ideal time to conduct education. Coalition also needs to review and understand USPSTF standards as part of this process.
		- Bridging the gap between use of the dermascan machine at awareness events and connectivity to healthcare providers.
			* Important to clarify that dermascan is not a screening, but a tool for raising awareness. Potential to conduct training with those using dermascan machines in the community on appropriate messaging.
			* It was recommended to call upon dermatologists to seek input on effective approaches. Mary Sahl will look into possible dermatology champions, and others will check as well.
	+ There was discussion of existing tools/resources available for awareness-raising in the community:
		- Derma-Scan: NDCC has several located across the state that are available for check-out. Bismarck Cancer Center outreach team uses dermascan machines as well.
		- In Spring and Summer, there are usually 2-3 organizations checking out the dermascan per month. The one located in the Fargo area is a little more popular.
		- NDCC disseminates sunscreen packets in spring and summer.
		- We have little suitcases with skin cancer resources available (sunwise curriculum, beads, handouts, curriculum books, etc.). Discussed displaying these at annual meeting.
		- Could advocate for increased use of resources we have and then track it
		- Extension has toolkits – [Healthwise for Guys](https://www.ag.ndsu.edu/healthwiseforguys) which [includes skin cancer handout for men,](https://www.ag.ndsu.edu/publications/health-fitness/healthwise-for-guys-skin-cancer/fn1869.pdf) and [Healthwise for Women](https://www.ag.ndsu.edu/healthwiseforwomen). Put about 100 handouts in each of the boxes on a variety of topics. NDSU Extension also has 3 dermascans situated around the table. Using these materials integrated in with pesticide training programs.They have large poster displays that show photos of skin cancer. They also created PSAs in collaboration with the health department available at: [https://www.ag.ndsu.edu/healthwiseforguys/psas](https://secure-web.cisco.com/15dpFaVKJdkkqMSBbF7MXDnEm5a0JWIp01A8KJnRmTpLc6_vLb23HVZ48_8WcreMEO0-w5f6RhDd8LoqsETgLLLPXT4DuR45P58-RqPA1TkM45ySaDyZFq1gFK311C0zQqe2me69BTGu8_i-b6FFtkTNQn8W9m2bb2WVGr3zeKi60zKcUf1EwW_uDSjh35AOTWGru93PU_MikRoPdtJV62wzgCjc3SeVmjvAC5788dwkb3S59PRBCd6Bguxjs-cM5B4nGHlAc4SDU4hjXjm1dGR74WIlWXs1Y7TY5k-kdQg8i4Tq2DXx75-w7S2cBV0RLqQfUc-JKjvEMSpPE4VfNglUICdV9OVlEVBAG0FFrgtZq8tsv3QlerOvYZVL4otSFhwZQYCbbO_FC2ymRX74AQlPK0BGcgK1EE9x0IJs_xtM1VWUfSTRIM-HgOtn_QWSqr2R_b4OwHWMZ0OZ_fv101w/https%3A//www.ag.ndsu.edu/healthwiseforguys/psas) and also do a lot of social media.
		- Bunny posters that were developed several years ago are still available.
		- Last year Comp Cancer purchased sun meters that measure the UV rays.
	+ Discussion of new opportunities for community outreach/education on sun safety:
		- High schools – promoting no sun-tanning pledge through coalition.
		- Camping programs could be new partner. Live-in camp settings. Julie has already been doing education, but maybe doing some education directed to camp counselors about adjusting activity schedules so that kids are in shade during the peak sun times, utilizing sunscreen, etc., would be helpful.
		- Dispensing sunscreen at pool settings. Comp cancer might have spend-down for purchasing sunscreen.
* COLORECTAL CANCER:
	+ This discussion was tabled due to limited time. Jesse stated he would focus his comp cancer budget support for coalition on melanoma for 2019-20 since colorectal cancer has significant work underway in the state.

5. Proposal for additional administrative support

* It was proposed that the Coalition consider contracting with an administrative support professional in 2019 at 2-3 hours per week, or $2,000 spread over 12 months. Current proposal has stipend-based reimbursement structure. It was suggested that an hourly-based compensation structure may create greater accountability. Executive committee will continue discussion. Stef will connect will Mallory about possibility of hiring grad student.

6. 2019 Annual Meeting – Save the Date June 13, 12:30-4pm, Minot

7. Other updates – All

 - There was an error on the meeting schedule that was recently sent out – watch for a revised version getting sent out soon

8. Adjourn