**North Dakota Cancer Coalition – Virtual Annual Meeting**

**July 16, 2020**

**Minutes**

1. Welcome & Introductions
2. Business items:
   1. May minutes were approved
   2. Treasurer’s report: No income or expenses since May meeting, balance remains at $5,833.97. **Special thank you to Geneal Roth for many years of service as NDCC Treasurer!**
   3. New members: Laura Scott (Sanford Health) and Brenda Busby (AIM at Melanoma)
3. NDCC Board Open Positions
   1. Secretary: This is open for appointment, as Courtney is moving and unable to complete her term (thank you to Courtney for her service!). The NDCC Executive Committee has appointment Pam Gahr of Essentia Health Cancer Center to this position. Congratulations, Pam!
   2. Chair: There is one nominee for Chair, Stacey Will of Sanford Health in Bismarck. Stacey’s bio was shared, and Stacey introduced herself on call. No additional nominations from the floor.
   3. Treasurer: There are two nominees for Treasurer, Kelly Bartsch of Sanford Health and Jolene Keplin of Turtle Mountain Tribal Health. Kelly and Jolene’s bios were shared, and Kelly introduced herself on call. No additional nominations from the floor.
   4. Virtual voting was opened with a link in chat box and link sent via email.
4. 2019 – 2020: A Year in Review

*For detailed overview of this section, see these slides:*



* 1. Mallory Koshiol provided overview of new flexible structure and priority workplans. Based on recommended best practices, the coalition will focus less on long-term standing workgroups and more on implementation teams which come together for a specific deliverable/priority and disband when appropriate.
  2. Coalition leadership shared highlights of the past year’s work in melanoma, colorectal cancer screening, breast cancer screening, and HPV vaccination.

1. Election results:
   1. Votes were tallied, and Stacey Will was announced as new Chair of NDCC, and Kelly Bartsch was announced as new Treasurer of NDCC. Congratulations, Stacey and Kelly!
2. Breakout Discussions
   1. Participants divided into 3 zoom breakout rooms, and later shared highlights on the following topics:
      1. **2020-21 Priorities:** Discussed opportunities to partner with AIM at Melanoma on various melanoma opportunities, potentially symposium. There are also new opportunities emerging to partner with UND School of Medicine Internal Med, with NDCC serving as a connector to key data sources for med students and residents researching melanoma. Bismarck Cancer Center has major priorities around lung screening and also around tobacco cessation and vaping – how can we connect with groups doing that work or bring them together to an implementation team through coalition? Also discussed “safe to come in” messaging for cancer screening.
      2. **New flexible structure / Communication plan:** 
         * Group prefers email as communication mode. Some discussion of a newsletter, but we would need someone to volunteer to take the lead on this. The group suggested using technology more effectively, such as a Facebook group or setting up shared tasks over email.
      3. **COVID-19 and Cancer** 
         * This group discussed cancer screening during COVID. There has been varying impact on screening around that state that we don’t yet fully understand. This group discussed the importance of educating the public about the importance of screening and the safety precautions that are in place. Messaging will be important. It will also be important to take a long view in understanding ramifications of COVID as it relates to cancer, and the question was raised – how will the new change of CDC not receiving COVID data impact ability to track COVID’s impact on cancer screening and outcomes over time?
3. Mallory reviewed additional supplies/materials available through Coalition. Department of Health is probably liquidating these, so visit ND Cancer Coalition website to place orders.

1. The Coalition thanked Mallory for her outstanding service as Chair over the past 2 years.
2. Adjourn