

**North Dakota Cancer Coalition-(NDCC)  
Steering Committee  
In Person Thursday May 5, 2016  
1 pm to 4 pm  
Brynhild Haugland Room Capitol Building  
Bismarck ND  
CALL IN NUMBER- 1-866-347-9524**

**Meeting Minutes**

**Janna Pastir to take roll call.**

<b>Roll call and introductions</b>	<b>Attendees in person and on webinar</b>
<p><b><u>Review of March Minutes</u></b></p> <p>Additions or corrections to the March minutes?</p>	<p><u>Minutes are on the website and linkable from the website</u> Janna would like the Save the Dates for events to place in the newsletter</p>
<p>2016- 2017 Coalition Activities</p>	<p>Joyce stated- last treatment workgroup discussed more research – Nancy Joyner will share from Minnesota. Joyce reached out to list serve with good results. National ACS office – forwarded to person who worked on the national palliative care will help with our environmental scan. Look at IP, OP, along with community services that are doing palliative care. We will be searching for funds to disseminate survey. Jesse will provide guidance with questions and analysis. We need to look beyond the cancer diagnosis- palliative care with chronic disease not just cancer. Deb Knuth legislatively would like to see an advisory committee to look at palliative care in ND. October 11- policy forum. The Consensus Council have helped with roundtable- have opened up grant funding up to \$10,000.00. Lynette Dickson from CRH has experience in environmental scans and she will put together cost- funds through Consensus council are Bush Foundation. Dr. Leitch shared 50% of palliative care clients are not cancer patients. Palliative Care/Hospice care funding issues may decrease service area. Milan constructed exact Hospice map and many areas in ND do not have Hospice. Map available. If state mandate that required palliative care added to Hospice that service areas would have to be reduced. Palliative care may be extending into the community with hospitals- primary care doctors can bill for palliative care services.</p> <p>June 6 teleconference meeting – Joyce will share information. Joyce will ask for a small group to format survey questions.</p> <p>Shannon screening and early detection- breast and colorectal cancer- 2<sup>nd</sup> colorectal cancer roundtable- look at where to go with the workgroup- maybe add lung.</p> <p>UV workgroup- posters and images in warming shelters, parks and daycare- bunny named Dakota- dressed appropriately for outdoor activities- color pages with child care aware and schools. Janna will bring some for the meeting tomorrow. News Release for Melanoma</p>

	<p>Awareness month in May. Posters available. HPV workgroup with 6 sub contracts – HPV grant ends in October- immunization program does not know if they will have funding. Two have \$50,000.00 grants so they will continue the work. HPV roundtable – at the end of the Immunization conference. Messaging cohesive. “Someone to Love”- movie –more providers in Bismarck and parents in Fargo. Survivors and providers- ENT were on panel. Taskforce with Sanford to purchase license for the movie. Funds directed to support survivors. Immunizations into the schools with Sanford.</p> <p>Coalition has been recognized in National database. Janna appointed to the <b>George Washington Advisory Board</b>.</p> <p>Sub contract – request for proposal- may have tiered grants many counties so not the same funding as one county. Set perimeters and looking at funding-mini grant in June and September. Small item- doesn’t need to be 9 months long. The total amount \$42,000- did have \$70,000 with added programs. Dakota Medical Foundation funded a subcontract years ago. \$49,000 wrote into the budget this year. Abstracts on the website. Encourage the use of in kind funds. Public Health HPV modeled from Walsh County. Tool kit will be developed so the process will be streamlined.</p> <p>Replication and sustainability along with evaluation with their project. 4 people are going to the CDC evaluation conference in June.</p>
PSE Scan Presentation	<p>Milan has completed the policy scan. Power point presentation-ND Century code and administrative code – using search – narrative piece of what was found. The database is public.</p>
<b>Future Conference Partnerships</b>	<p>Changing of the meeting to every other year. Do we continue to do our own conferences? Rural health conference is not well attended. Public Health Association to a new conference or continue our own conference. Topic of focus. We do not have full membership focus. Stephanie is interested in the joint effort. Discussed possible joint efforts of Public health, Public Health Nursing, Chronic disease. Northern Plains Health Summit- joining with funding- tract with different topics.</p> <p>Pull resources together. Mary suggested looking at workgroups and membership- open membership to police force. Business meeting – possibility of voting on line. Discussion of which format will work the best. If the bylaws are approved tomorrow- how can we increase engagement? Population Health – funding with ACO – Public Health workload is continuing to grow. Conference planner is expensive. Subcontracts were started instead of a conference planner. Topics for the conference things that are a buzz now. Before the next meeting – Janna will visit with other state agencies question the possibility of grouping topics and combining. Discuss the possibility of planner for the next conference New funding cycle- December 2016- January 2017. Webinar possibilities.</p>

<b>Coalition Funds</b>	<p>Gate City Bank \$1400.00 with a challenge to Bremer to match, Joyce received check from Dakota Medical Association for \$1,000.00 specific for colorectal cancer.</p> <p>Checkbook balance of \$12,417.11 before food costs</p> <p>Radon testing -how to get tested. Some realtors or builders to give kits. Build a case – Justin Otto at the State in charge of Radon.</p> <p>Cost of \$2,500 to \$ 5,000 for mitigation. ACS linking blood cancers to radon.</p> <p>Turn ND Blue – photo for lobby for the winners. Photo contest went well. Anticipate more applicants next year. Dress in Blue – Face Book – 1,400 hits. Motivational messages. We will continue the Turn ND Blue next year.</p> <p>Proposal of workgroups to access coalition money for projects with a decision of the Executive committee. All monies requested should be aligned with the objectives with the cancer plan. Need to set guidelines – workgroup- Screening and Early Detection - sub groups for colorectal. If the annual meeting is continued is it possible to have a conference call once a year and in person the other year?</p> <p>Goal not to have an annual meeting in person- but we can continue to have an annual meeting. Discussed possible changes with bylaws annual meetings could be held in person or on line.</p> <p>Discussed the terms to go back to 2 years to get more people willing to serve.</p>
<b>Other points of discussion</b>	<p>Conferences- evaluation and survivorship – persons that attend these conferences will present to coalition via webinar or in person and plan to share in own organizations.</p>
<b><u>Next Steps</u></b>	<p>2017-2022- new cancer plan and new burden report will be coming out soon</p>
<b><u>Next meeting – steering committee 6-6-16</u></b>	<p>Review notes- meet again via teleconference. Send agenda items to Janna</p>
<b>Meeting Adjourned</b>	<p>If any NDCC members or others who joined the call and did not provide their name for roll call, please send an e-mail to ndcc@nd.gov and let us know you attended the call. Take questions or comments at this time.</p>

In Attendance:  
Deanna Askew  
Ken Dykes or Andrea Doerr Greff  
Jodie Fetsch  
Krista Fremming  
Julie Garden- Robinson

Cindy Gohner  
Brad Hawk  
Shannon Bacon  
Shane Jordan  
John Leitch  
Stefanie Meyer  
Susan Mormann  
Richard Mousseau  
Janna Pastir  
Geneal Roth  
Mary Sahl  
Joyce Saylor  
Jesse Tran  
Lucy Zheng  
Barb Sherburne