

TEXAS COMPREHENSIVE CANCER CONTROL COALITION

**MONDAY, AUGUST 29, 2005
MINUTES**

Attending	Not attending
<p>Mary Lou Adams, UT School of Nursing Sandra Balderrama, Texas Cancer Council Deborah Vollmer Dahlke, Cancer Therapy & Research Center Lewis Foxhall, M.D. Anderson Cancer Center Judy Jonas, American Cancer Society, Texas Division Lynne Nguyen, National Cancer Institute's Cancer Information Service Jane Osmond, Texas Cancer Council Stephanie Gonzalez, POEP Jennifer Smith, DSHS Karen Torges, American Cancer Society, Texas Division Davor Vugrin, Texas Tech Ramona Magid, Komen Foundation-Austin Carol Rice, Texas Cooperative Extension Sandra San Miguel Majors, Baylor College of Medicine Heather Becker, UT School of Nursing Phil Huang, DSHS Armin Weinberg, Baylor College of Medicine Gay Lindsey, NOEP Grady Basler, DOEP Tricia Jones, DSHS Carla Strom, M.D. Anderson Cancer Center Sylvia Fernandez, Texas Cancer Council Board John Hopkins, Texas Cancer Registry Yvette Jiminez, Texas Cancer Council Stephanie Uecker, Texas Cancer Council</p>	<p>Pam Jackson, Intercultural Cancer Council Andy Miller, Lance Armstrong Foundation Maria Fernandez, UT Health Science Center David Euhus, UT Southwestern Medical Center Barry Feig, M.D. Anderson Cancer Center Joel Dunnington, M.D. Anderson Cancer Center Margaret Mendez, DSHS Amelia Ramirez, Baylor College of Medicine Elizabeth Sjoberg, Texas Hospital Association Jo Ann Ward, M.D. Anderson Cancer Center Juanita Salinas, DSHS V.O. Speights, Scott & White Nancy Weiss, Texas Cancer Registry Billy U. Philips, UTMB</p>

Dr. Foxhall opened the meeting at 9:00am and welcomed members.

UPDATES ON ADVOCACY AND TOBACCO ACTIVITIES

Jennifer Smith --

Trish Jones – DSHS working on new state mandated cervical cancer plan. Notice went out to all available mailing lists seeking volunteers to be on workgroup.

Sylvia Fernandez – Introduced herself and stated that this was her first Coalition meeting. She is on the Texas Cancer Council Board.

Phil Huang – CDC representative is coming to visit in November. News from C-Change. They will only hold meetings in smoke- free counties. Saw demonstration of device used to measure levels of _____

Lynne Nguyen – CIS received its continuation contract from NCI. A new research program focusing on health communications will coordinate research for a 17-state region.

Jane Osmond – No general updates.

Mary Lou Adams –

Heather Becker – Dr. Becker's new assistant is Lee Land. The Coalition survey will be distributed soon; follow-up will be conducted. Regarding advocacy, Heather talked to colorectal screening guide users. The big message in phone interviews was concern about funding for colorectal screening. Message is being heard, but services for screening are not sufficiently available.

Judy Jonas – Invited members to log onto cancerplan.org. This project was funded by CDC and developed by ACS. Will be available for tryout during the walking lunch.

Gay Lindsey – NOEP will subcontract to DSHS to provide nurse training programs on colorectal cancer in Lubbock and Tyler where colorectal cancer coalitions are organized. This is part of a CDC grant to DSHS in partnership with the Texas Cancer Council and the Texas Comprehensive Cancer Control Coalition.

Grady Baesler – Updating publications. *100% Tobacco Facts*. First time to have oral cancer promotion toward general public complete with instructions for self-exam including photos. Spit Tobacco Cessation workshops being conducted at MD Anderson. Includes 2 weeks in head and neck surgery department.

Sandra San Miguel-- Redes en Accion was refunded and will continue with goals of research training and awareness. A new policy component will include tobacco

Karen Torges – Instructions on how to do the walking lunch. Explained that a chime would ring every 5 minutes as a reminder to keep walking.

Ramona Magid - Chapter CEO resigned. In process of seeking replacement. Reminder that October is breast cancer awareness month.

Sandra Balderrama – TCC is moving at the end of October to 701 W. 51st St. There will be plenty of meeting rooms to house the Coalition meetings. Sandra introduced the new Program Specialist providing support services to the Coalition. Stephanie Uecker comes with a BA in English from the University of Kentucky. She is an experienced trainer and also has experience coordinating non-profit programs.

Carol Rice --

Deborah Vollmer Dahlke -- More outreach being done in Prostate cancer.

John Hopkins – Received CDC grant of 2.4 million (140,000 less than requested). Hope to achieve Silver certification 1st year and Gold the second.

Stephanie Gonzalez – POEP will have Texas Cancer Facts & Figures, the *Texas Cancer Plan* and C Tools combined into a CME program, which will be offered to programs in rural communities

Davor Vugrin – Working with Health Net (UT Health Science Center) Planning for colon initiatives for next year.

Armin Weinberg -

Lewis Foxhall – Completed CCLI Survey. Leadership Institute #3 is coming up. Texas Division of the American Cancer Society has merged with the Heartland Division of the American Cancer Society and will now be called the High Plains Division of the American Cancer Society. Mike Dany has been chosen to head the new division. Navigator bill passed nationally. A modest amount of money will be available. Tobacco tax on hold because legislators failed to act.

Dr. Foxhall asked members to provide written summary of their reports. He asked Stephanie to prompt for this report prior to meetings.

Dr. Foxhall will draft form to capture positive networking among Coalition members.

APPROVAL OF MINUTES

The minutes were approved as corrected.

UPDATES

Grants

Conference Grant – Sandra Balderrama reported that we did not get the grant. We were approved but not funded. The grant was missing detail information. This application will be re-written in anticipation of this type of RFP being issued in the future.

Demonstration Project-- On Friday, Sept 2, the Texas Cancer Council will be publishing in the Texas Register two new RFA's to fund four sites under the Texas Community Coalitions for Cancer Survivorship Program. Two sites will be funded with CDC funds made available to DSHS and contracted to TCC. Two sites will be funded by TCC. Those funded with DSHS/CDC funds will have a colorectal cancer screening awareness campaign as well as a survivorship focus and are targeting the Tyler and Lubbock areas of Texas. Those funded by TCC will have a survivorship focus and are offered to eligible communities statewide. All four sites will provide a demonstration project that utilizes a part time coordinator to work through a local coalition to plan and implement cancer initiatives. We are still waiting to hear from the Meadows Foundation as to their willingness to support our four local communities with funding to implement local programs.

Cancer Research Network – Deborah Valmer Dahlke reported that she would like to see this grant application marketed to other sources. She stated that she thinks it is well written and has a chance for funding somewhere else.

Communications Plan Work Group

Sandra Balderrama, Chair, reported that the *Communications Plan Work Group* was originally an ad hoc committee that was supposed to terminate once the *Plan* was disseminated. The workgroup has developed a list of additional things they would like to accomplish and Sandra asked the Coalition for permission to proceed.

It was the general consensus that dissemination is an ongoing process through the years and agreed with the need for the workgroup to continue

Bylaws

Dr. Foxhall and Sandra Balderrama related the ruling from the Attorney General's Office regarding the legal status of the Coalition. Legal counsel informed Sandra that if the Coalition becomes a legal entity (meaning that they register their bylaws with the Secretary of State) that the Cancer Council could no longer participate. State agencies must have statutory authority to affiliate themselves with another legal entity. Counsel's recommendation was that the Coalition not adopt a formal status and revise their bylaws to be Operating Principles. The Coalition approved this change and the Operating Principles are now in effect.

Inventory

Dr. Foxhall reported that there remains difficulty in gathering information. Members would like to see information entered in prior to their up dating.

Toolkit

Carla Strom reported that she is taking the toolkit to local communities where she is going through it page by page seeking input from potential users. The next step is to go to 8 communities and do a daylong workshop showing them how to use it. Members asked to know days she is going and Carla agreed to send them her schedule

Local coalitions

Recruitment of new members

Evaluation Report

Purpose and focus

Tabled for next meeting

Process for Letters of Support

Members discussed the possibility of creating a standardized process for writing letters of support. No decision was made on this topic.

Walking Lunch: Resource Review – Tabletop display

The American Cancer Society had a walking tour of their resources. Some ten tables were set up with printed information, as well as a staff person, to explain how to access the resources. Coalition members ate as they walked from table to table.

Goal Committee member roster review

Breakout sessions by TCP Goals

Report back from Goal Committees

Goal Subcommittee I: Prevention Information & Services

Members: Dr. Joel Dunnington, Pamela Jackson, Dr. Amelie Ramirez, **Lynne Nguyen, Dr. Carol Rice, Dr. Huang**

Summary: The group's goal work involves increasing awareness of the risks of secondhand smoke and limiting exposure to it. They will encourage TCCCC and other institutions to only hold its meetings in cities that are 100% smoke free which will increase public and governmental awareness but have an economic impact as well. The long-term goal is for 100% of Texans to be protected by a smoke-free ordinance. Another goal is to educate the public on the benefits of the \$1 cigarette tax with \$0.05 going to tobacco cessation and prevention activities. By doing this, they aim to reduce rates of cigarette smoking among adults and youth as well as death rates from lung cancer. Finally, they will encourage a priority community (i.e. Harlingen) to adopt a 100% smoke-free ordinance.

Goal Subcommittee II: Early Detection and Treatment

Members: **Karen Torges (Chair), Dr. Mary Lou Adams**, Dr. Maria Fernandez, **Dr. Armin Weinberg, Tricia Jones, Dr. Vugrin**

Summary: The goal here is to propose a comprehensive approach to CRC screening and treatment in select identified communities like Lubbock and Tyler. Approach will include offering Coalition expertise and assistance through a variety of channels: awareness/education (MD/HCP, public outreach); systems approach: workplace, community clinics, BCCP; check existing screening/diagnostic/treatment services; policy change. The overall results will be an increased number of CRC screenings (need to report how many & by when), continued funding on a year-round basis and the ability to serve other communities.

Goal Subcommittee III: Professional Education and Practice

Members: **Deborah Vollmer Dahlke (Chair), Sandra Balderrama, Gay Lindsey, Grady Basler, Stephanie Gonzalez**, Jennifer Smith

Summary: Their goal is to provide an online spit tobacco CE module for physicians and nurses via DOEP. Another goal is to partner with the top 3 PPOs in TX to increase awareness of CE modules available on CR. The measurement will be the number of PPO contacts and number of professionals who complete the online modules by a date to be determined.

Goal Subcommittee IV: Cancer Data Acquisition and Utilization

Members: Dr. V.O. Speights (Chair), **Judy Jonas**, Elizabeth Sjoberg, Dr. Nancy Weiss, **John Hopkins**
Summary: Their goal is to promote use of cancer data for program planning. They aim to provide data and training that supports the community demo projects. The overall result is will be a decrease in mortality rates in cancers targeted in program plans.

Goal Subcommittee V: Survivorship

Members: Jo Ann Ward (Co-Chair), Thom Sloan (Co-Chair), **Dr. Sylvia Fernandez**, Karen Jackson, **Ramona Magid**, **Helen Petty**, **Heather Becker**, Andy Miller, **Jane Osmond**, Dr. Billy Phillips, **Carla Strom**

Summary: Goal work involves assessing current availability of survivor resources and developing a list of current resources and list of gaps to be addressed. In addition, they will provide professional education and training on survivorship issues after assessing current availability and gaps. Finally, they will work to increase the access to appropriate cancer pain management and symptom management.

**Names in bold denote those attending 8/29/05 meeting*

Dates/agenda suggestions for future meetings

The next meeting is scheduled for Thursday, November 3, 2005.

Dates for Coalition meetings in **2006** are February 10, May 12, August 11 and November 10.

Adjournment

The meeting was adjourned at 3:00