

**North Dakota Cancer Coalition-(NDCC)
Monday May 15, 2017
12 to 1 pm Central time
Call in for roll call between 11:50 am to 12 pm**

Use Webex link to log in for election, call in number will be prompted

<https://nddoh-chs.webex.com/nddoh-chs/onstage/g.php?MTID=e563c16629c9005a0c1be17985a5c8c01>

Please mute phones and turn off computer speakers *Do not put the call on hold. Hang up and call back in if needed.

12-1PM

Meeting Minutes

Janna Pastir to take roll call at 11:50 am

Roll call and introductions	This is done via Webex
Welcome- Stefanie Meyer, Chair	Stefanie welcomed participants to the annual business meeting. Call to order. She asked that we reflect on the past year. Legislative day was a great experience that raised awareness about cancer prevention and control. We will have elections today for Vice Chair and Secretary. She is looking forward to another great year.
<u>Approval of Minutes from February Meeting</u> Additions or corrections to the February minutes? https://www.ndcancercoalition.org/?id=129	No additions or corrections to the February minutes. Approved motion by Janna Pastir.
<u>Treasurer's Report</u> Geneal Roth, NDCC Treasurer	Treasurer's report Starting balance was \$10,569.57 Income of \$519.25 Ending balance \$11,088.82
Financial Audit Report – Connie Geyer, NDCC Member	Audit was completed by Shane Jordan and Connie Geyer. No concerns or questions on the 1-1-16 to 12-31-16 audit. Reported that Geneal does a great job. She had all documents ready and was available for questions.
<u>New Members</u> Jodie Fetsch –Current Secretary New member Liaisons- Stefanie Meyer	New Members by Jodie Fetsch : Jessica Duffy Linn Zander Dana Hager Kari Berg Sara Anderson Amanda Ihmels Motion to accept new members- 1 st Connie Geyer

	<p>2nd Mallory Koshiol New member liaisons discussed by Stefanie. How do we engage members? As a new member liaison you would reach out to the new member to explain the coalition and the workgroups. Mallory liked the concept and volunteered to help moving forward. Connie agrees. Beth Nelson from Grand Forks has been a coalition member for awhile and she still would like opportunity. Barb Sherbourne supports the concept and asked how many people would be needed to be liaisons. Email Janna or Stefanie with any other comments.</p>
<p>Turn ND Blue Photo Contest Winners- Milan VU Screening and Early Detection Workgroup member</p>	<p>Turn ND Blue contest- Milan Vu announced that there were 28 submissions this year and the winners are: Hospital- Essentia Health Endoscopy Honorable Mention- Essentia Health Direct Patient Care – Walsh County Health and WIC Honorable Mention- First District Health Non Medical – City of Bismarck Police Department and Public Health Honorable Mention- Quality Health Associates of North Dakota Education – NDSU MPH Department Milan asked that anyone interested in the Screening and Early Detection workgroup email her as they can use your help.</p>
<p>National <u>We're In HPV Initiative</u>- Shannon Bacon, ACS and workgroup member</p>	<p>Shannon Bacon discussed the HPV initiative with the use of a universal symbol. This symbol can be used in multiple formats. The action guide has multiple tips including social media- twitter and Face Book, add to your email signature line, recruit partners and colleagues. This is a great way to raise awareness.</p>
<p>NDCC Fund Use- Stefanie Meyer</p>	<p>Stefanie discuss the use of NDCC funds- we do not pay dues – most of the income to the coalition is through donations. Do we need to report success and impact to the organizations that have donated? Most of the funds now go to training, travel and meetings. Barb asked if it could be used for subcontracts- Janna thought this may be difficult as the donations are not consistent.</p>
<p>Data Committee Development- Jacob Davis, current Vice Chair and Jesse Tran Division of Cancer Prevention and Control Program Evaluator</p>	<p>Jess reported that the Data Committee has been an ad hoc committee and they are trying to revive it. The main purpose may be to work with the other workgroups with data and evaluation. Who is interested in this workgroup? Jacob has been working on impact reporting to gauge the impact of what has been done and how to grow in the future. He has been working on the minutes from one workgroup- looking at the data including participation of the workgroup members. They will look at the mini grants to show impact also. Working with this data will help with the legislative impact. Mallory is interested in the committee.</p>
<p>Election of Vice Chair and Secretary- Stefanie Meyer and Janna Pastir, NDDoH Liaison</p>	<p>Janna announced the election of officers- Mallory Koshiol for Vice Chair has been nominated- called for nominations from the floor. Secretary nomination is Jolene Keplin and called for nominations from the floor. An email will be set shortly after the meeting to vote.</p>
<p>Next NDCC teleconference is August 21, 2017 at 12 pm via Teleconference</p>	<p>Next meeting is August 21 at 12 pm.</p>

Meeting Adjourned	Meeting was adjourned by Stefanie Meyer Motion received from Shane Jordan