

**CPCRN Steering Committee Meeting Minutes**

October 5, 2020

3:00 - 4:00 PM ET

**Roll Call:**

Colorado SPH – Betsy Risendal, Emily Bilenduke  
 Emory – Cam Escoffery, Christine Agnone  
 New York University-CUNY – Simona Kwon, Victoria Foster  
 U. Arizona – Cyndi Thomson, Rosi Vogel, Tomas Nuño, Maia Ingram  
 U. Iowa – Natoshia Askelson, Heidi Haines  
 UNC-Chapel Hill – Alison Brenner, Mary Wangen, Catherine Rohweder  
 U. South Carolina – Daniela Friedman, James Hébert, Sue Heiney  
 U. Washington –Thuy Vu, Christine Kava  
 CDC – Arica White, Sue Sabatino, Mary White  
 NCI –David Chambers  
 UNC Coordinating Center – Stephanie Wheeler, Becky Lee, Rebecca Williams, Alexa Young  
 Affiliates

**All documents from this meeting are located in the CPCRN Steering Committee Google Drive folder ([link](#)).**

<b>Agenda Item and Presenter</b>	<b>Comments, Notes, and Discussions</b>	<b>Decisions and Action Items</b>
Roll Call & Check-In	-Lee carried out roll call	
Coordinating Center Updates	-Year 1 CPCRN Progress Report [Lee] <ul style="list-style-type: none"> <li>• Yr 1 of CPCRN5 just wrapped up (September 30<sup>th</sup> was the start of Yr 2)</li> <li>• Coordinating Center disseminated instructions for PDs to follow to assist with entering reports</li> <li>• Progress reporting system is now open</li> <li>• Yr 1 progress reports are due on <b>December 15<sup>th</sup></b></li> <li>• An Q&amp;A-style PD meeting will be held in <b>November</b> – <i>details to come</i></li> </ul> -Questions/Comments: <ul style="list-style-type: none"> <li>• [Thomson]: <i>When we bring CPCRN investigators into work that we're doing outside of the Network because they enhance the value of that work, how do we classify that?</i></li> </ul>	-The Coordinating Center will send out more information on the PD Q&A meeting this month  -Members are encouraged to reach out to Rebecca Williams with any questions, or to introduce tech issues that need to be resolved in the progress reporting system

<p>Coordinating Center Updates – <i>Continued</i></p>	<ul style="list-style-type: none"> <li>○ [Wheeler]: <i>That falls under CPCRn-supported work. Those are collaborations that wouldn't have happened had the infrastructure not been there.</i></li> <li>• [Williams]: <i>A good metric to go off of is, if CPCRn weren't funded and you and your colleagues would still have done this work, then it would fall under CPCRn-related, and not reportable.</i></li> <li>• [Williams]: <i>To changes to the progress reporting system to note: 1) we've combined Catalyzing Action and Effecting Change; and 2) for publications, we need you to input the PMIDs for those that have one (i.e., listed on PubMed).</i></li> </ul> <p>-Year 2 CPCRn Virtual Annual Meeting [Wheeler]</p> <ul style="list-style-type: none"> <li>• The Yr 2 Annual Meeting will be virtual</li> <li>• The Coordinating Center has been working on programming a survey for members to provide input on the format and structure of the meeting</li> <li>• Given the virtual format and limitations, time will likely <i>not</i> be allocated to Workgroup discussions; rather, the meeting will be geared toward rapport-building and looking for new opportunities and potential synergies</li> </ul> <p>-Communications Update [Wheeler]</p> <ul style="list-style-type: none"> <li>• The <i>Meet the Centers</i> Twitter/Facebook campaign is ongoing</li> </ul>	<p>-Lee will send Qualtrics survey to members this week to request input on format and structure for Yr 2 Virtual Annual Meeting</p> <p>-Members are encouraged to continue engaging with the <i>Meet the Centers</i> Twitter/Facebook campaign</p>
<p>Affiliate Member Applications</p>	<p>-Melissa Mazor, Icahn School of Medicine at Mount Sinai</p> <ul style="list-style-type: none"> <li>• Sponsor(s): <i>Victoria Foster</i></li> <li>• Applicant Info: <i>Melissa has been active with the NYU-CUNY team as a postdoc, working with the Survivorship Workgroup and assisting on their implementation evaluation. She has extensive experience in mental health, and is a licensed oncology nurse, bringing key knowledge of best practices around Cancer Center settings and PROs. She is also well-versed in cancer-related disparities. Melissa would like to</i></li> </ul>	<p>-Young will follow-up with Mazor to update her member profile on the CPCRn website</p>

<p>Affiliate Member Applications – <i>Continued</i></p>	<p><i>continue contributing to the Survivorship Workgroup, despite her transition to Mount Sinai.</i></p> <ul style="list-style-type: none"> <li>• Affiliate Status: APPROVED</li> </ul>	
<p>Workgroup Charter Presentation</p>	<p><a href="#">-Health Behaviors</a></p> <ul style="list-style-type: none"> <li>• Presented by Christine Kava, chair</li> </ul> <p>-Questions/Comments:</p> <ul style="list-style-type: none"> <li>• [Wheeler]: <i>In thinking about resources needed for Workgroups we like the see the Collaborating Centers match funds with the Coordinating Center. Additionally, publications costs are typically supported by the Coordinating Center if they can't be supported by the Collaborating Centers; however, we do not commit funds until after the publication is accepted.</i></li> <li>• Workgroup Status: APPROVED</li> </ul>	
<p>Local Project Presentation</p>	<p>- HPV Vaccination in Rural Georgia</p> <ul style="list-style-type: none"> <li>• Presented by Escoffery, Emory PI</li> </ul> <p>-Question/Comments:</p> <ul style="list-style-type: none"> <li>• [Thomson]: <i>With your systematic review, are you including interventions targeting males, as well as those that are domestic and international?</i> <ul style="list-style-type: none"> <li>○ [Escoffery]: <i>Yes to both. We are looking at both genders and also global interventions as well.</i></li> </ul> </li> <li>• [Heiney]: <i>The way you laid out your lit review would be so helpful for our doctoral students who are struggling with this. Could you share your slides or is this already published?</i> <ul style="list-style-type: none"> <li>○ [Escoffery]: <i>We created a slide set to train our doctoral students for conducting these systematic reviews too, which I am happy to share.</i></li> <li>○ [Sabatino]: <i>I agree that these slides would be very useful for the postdocs and scholars to benefit from.</i></li> </ul> </li> </ul>	<p>-Escoffery will share the slide set for training doctoral students to conduct systematic reviews</p>

<p>ISCC Meeting Debrief and Next Steps (Chambers)</p>	<p>-CPCRN was very well-represented throughout the Consortium</p> <p>-Trying to amass all of the brainstorming that was done; will make that available to everyone</p> <p>-Next phase will be to identify the people who volunteered to move different action items forward, and decide how to push those conversations along to gauge what kinds of support are needed, if any.</p> <p>-Feedback/Impressions:</p> <ul style="list-style-type: none"> <li>• [Wheeler]: <i>We saw some natural synergy with CPCRN, given the conversations we've been having over the past couple of months about the need to advance our equity work. I was really happy to see equity, diversity, and inclusion came up in almost all of the action groups.</i></li> <li>• [Rohweder]: <i>In thinking about the CPCRN virtual meeting, I think it would be good to follow a similar format because I didn't feel burnt out at the end of the day, and it was organized really well. Additionally, what, if anything, in terms of products for the field will be incorporated into call for proposals, etc.? Will there be any kind of potential funding mechanisms attached to some of this work?</i> <ul style="list-style-type: none"> <li>○ [Chambers]: <i>We are internally discussing what the avenues are, through which we might be able to support those. It's something that we've already started meeting about, so that will be part of this next phase.</i></li> </ul> </li> </ul>	<p>-Chambers/other ISCC reps will make available the synthesized information gathered during brainstorming sessions</p> <p>-Members who are interested in engaging with the Health Equity &amp; SDOH Interest Group moving forward should contact the Coordinating Center to be added to the contact list</p>
<p>Federal Agency Partners' Corner</p>	<p>-No updates</p>	
<p>Other Updates (Thomson)</p>	<p>-Tiffany Wallace of the NCI will present on network mission, vision, and funding on the Survivorship Workgroup Call on <b>October 23<sup>rd</sup></b></p>	<p>-Contact Thomson to request to attend the Survivorship Workgroup call</p>