

Breast Health Task Force

Meeting Notes, [[August 2011](#)]



Co-Chairs

Kathy Mix, OHA BCCP and Colorectal program
Dolly England (On the phone), OHSU Knight Cancer Institute

In Person:

Donald Shipley, OHA Cancer Programs
Kathy Mix, OHA BCCP
Sabrina Freewynn, OHA Comprehensive Cancer
Gretchen Ringley, ACS
Bridget Roemmich, OHA Genetics
Summer Cox, OHA Genetics
Philip Mason, OHA Comprehensive Cancer

Phone:

Clara Swarez, Oregon Office on Disability and Health
Hillary Orr, American Cancer Society
Venus Fromwiller, Columbia Memorial

Handouts:

Agenda Item	Discussion Points	Outcome/Follow-Up
Welcome, Introductions	Kathy welcomed everyone.	
Membership Survey results	<p>Twenty six people responded out of the 75 optional. There were a few people who wanted to be removed and others who wanted to be added. A number of people wanted to receive emails only about the work of the BHTF. There were some individuals who wanted to join the sub-committees. There were specific suggestions that were part of the report.</p> <p>Can we assume that the non-responders want to stay on the listserv? Not necessarily, but we're not sure it matters that much.</p> <p>There were people who asked to be removed from the listserv but did not give us their names. We should follow up with a note to the listserv with instructions about how to get removed.</p> <p>There is not a place on the listserv for more detailed contact information such as phone number and address. We could put a listing of that on our website when we do that eventually.</p> <p>Kathy will follow up with those who identified that they want to be on a sub-committee.</p>	
Subcommittee Huddles:	<p>Communications sub-committee: Kathy will organize people outside of this meeting to work on the next steps and assignments for that.</p> <p>Regional Networking Events: The summary of the evaluation from the first quarterly gathering was provided as a handout. There were only 10 evaluations returned total, but not all questions were answered from each. There were 15 people at the meeting who signed in. People appreciated having it held somewhere outside of Portland.</p> <p>It was listed that medical providers and provider services people should be invited but there were no specifics provided. Next evaluation perhaps we could give additional time and ask for specific names.</p>	<p>Communications: Kathy will gather this sub-committee</p> <p>Regional Netowrking Events: Dolly will coordinate this committee and take the next steps on planning for the Medford event.</p> <p>Resource, education and advocacy sub-committee: Seeking a leader and</p>

	<p>In the future, how will we gather evaluations from those on the phone? Not sure we can meet the expectations from those attending on the phone.</p> <p>Our ability to meet objective #1 seemed low. This was about breast cancer resources in the mid-Willamette Region. Those filling out the survey did not suggest specifics or details for this.</p> <p>Would it help to distribute contact information for those in attendance after the gathering? This would allow them to contact each other afterwards.</p> <p>The survey could ask, "What did you expect from the meeting?" We could ask this in the invitation as well. The invitation could encourage people to bring information about their program to distribute it.</p> <p>Perhaps videoconferencing could replace the phone call if we want something more interactive and participatory.</p> <p>Next meeting is October 7 from 10-noon in Medford at the Rogue Valley Medical Center.</p> <p>The subcommittee needs to move forward with incorporating these elements.</p> <p>Is two hours the right amount of time? Given the amount of planning and travel that goes into the meeting it would be worth going to a four hour format. Perhaps planning the content of the meeting well enough that those on the phone can participate in the portion of the meeting most important to them. Perhaps we should be focused most on those in the room and acknowledge that it will be difficult for those on the phone.</p> <p>What is the plan for starting an agenda and sending out an e-blast about the Medford meeting? The sub-committee will meet and make these decisions.</p> <p>Resource List: See Sub-committee Huddles above. Dolly is receiving resources for now. Is there anyone interested in taking the lead on this or on the regional training sub-committee so that Dolly can take the lead on this committee? Kathy will email those who indicated interest on the BHTF Listserv Survey. One idea is that this committee can connect to other already existing resource lists such as 211. Dolly wants to be a member of this committee but not to chair it.</p>	<p>members for this committee. Kathy will send an invitation to those who expressed interest and ask them if one of them is willing to lead this group.</p>
<p>OPCC Coordinating Committee assigned task</p>	<p>We need to solidify our edits to the cancer plan. Please send edits to Sabrina and she will get it to Hank. He can handle the logistics of entering edits but will not make changes we've not told him to make.</p> <p>What is the timeline for completing this task? The next meeting of the Coordinating Committee is August 11. They would like an update on the progress but there is not a specific deadline.</p> <p>Kathy provided a list of sources of recommendations for screening. Is this list too long? No, it's ok for us to list a wide variety of guidance from a variety of sources. This is not intended for individuals to use to decide how to get screened. This document is intended for organizations in the state working to reduce the burden of cancer. Therefore, it's fine having a variety of recommendations.</p> <p>Strategy Action Plan: Dolly drafted information on the plan and it was distributed prior to the meeting. Reviewing it: Goal is clear and acceptable to all.</p> <p>Priority Objectives: Should these be aligned with the cancer plan? These came from the brochure. Perhaps they should come from the update of the plan instead.</p>	<p>Dolly will get her edits to Kathy and Kathy will work with Hank to handle the logistics of the edits. Use minutes from July meeting as well.</p> <p>Review the draft prior to the next meeting focusing specifically on Strategies.</p>

	Can we work on the updates to the cancer plan first and then come back to the action plan? It makes more sense and it will be fine to provide that as an update.	
Updates and announcements	<p>Legacy Good Sam is organizing the Worshiping in Pink event. This is a faith-based breast cancer awareness event that works with faith communities and is sponsored by Komen, Legacy Health Systems & Ecumenical Ministries of Oregon..It is a month-long event that kicks off on Saturday, October 1st and concludes with a Community Celebration on October 30th.Both take place at Legacy Emmanuel Hospital in the atrium. BHTF has been invited to attend. BCCP will be have a table set up. Perhaps we can include flyers for BHTF at the BCCP table. Include the brochure and the invitation to the regional networking event.</p> <p>Clara: The Right to Know Campaign is having the annual event: Sisters of Change, bingo dinner on October 22nd from 4-7:30 PM at Celestic Temple in Eugene. Clara will send out a flyer once it is ready.</p> <p>Comprehensive Cancer: We have hired someone who technically works for the Colorectal program but will also be working with us on coordinating the update to the cancer plan. His name is Hank Cattell. He will start coming to these meetings soon.</p>	
Agenda items for next meeting	Next meeting is Tuesday, September 6. Kathy will get the agenda out the week before.	Please share agenda items with Kathy
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