

**OCCN Executive Members Meeting**  
**Thursday, 10/05/2020**  
**Meeting Notes**

**Attendance:**

Alexis Burris, Andrea Rooks, Cristen Hartman, Dana Northrup, Katie VanFossen, Lindsey Diel, Dr Mark Doescher, Stephanie Pharr, Stephanie U'Ren, Tia Yancey, Dr William Dooley

**Welcome:**

Katie VanFossen:

- Opened meeting and welcomed the executive members.

**Leadership Discussion/Updates:**

Dr. Doescher recapped topics from the September OCCN Meeting;

- COVID impact on cancer screenings and that it is still an issue to date.
- Approved changes to OCCN bylaws-to be disseminated to OCCN by Andrea Rooks and posted on the OSDH website
- GWU Social Media Toolkits-Survivorship
- Need for breast cancer and lung cancer/tobacco cessation work group lead-persons

**Work Group Updates/Report Out:**

Lindsey Diel (Colorectal Cancer Workgroup Lead):

- Flu Fit/Vaccines
- Increasing colorectal screenings
- Social media campaign for colorectal cancer in March
- Colorectal Coalition/OCCN Colorectal Cancer Workgroup continues the process of expanding to become state wide coalition-looking to invite new members to November OCCN meeting.

Stephanie Pharr (Cervical Cancer/HPV Vaccine Workgroup Lead):

- Fight CRC Grant information and priorities set for it
- Covering out of pocket expense when FIT test comes back as positive
- Facilitating Access to Care status update
- 2021 Events (HVP talks and speakers, 2nd annual HPV summit in May)
- Increasing cervical and HVP screenings
- SmartSheet updates

**Dr. Dooley (Breast Cancer Workgroup Lead):**

- Continuing to recruit tribes in the effort to move to Mammogram Centers of Excellence;
  - As of date, not received contact information/email address for decision makers (as requested previous meeting)

- Dr. Doescher offered assistance with contacts from the Southern Plains Tribal Health Board

## **Strategic Planning:**

### **Andrea Rooks:**

- Discussed the purpose/function/goal of the work group and ideas on how to best utilize OCCN SmartSheets
- Introduced upcoming breakout session to review SmartSheet-clarifying details so all information is current, relative and updated
- Tasked Workgroup Leads and Co-leads to find out what is needed from the OCCN (as a group) to help achieve current workplan goals and objectives

### **Katie VanFossen:**

- Assigned the breakout session project to workgroup leads/co-leads;
  - Focus on anything that can be done to work towards initiatives and strategies in the work plan as a group together;
  - Discuss the initiatives and strategies listed in the Smartsheet per the current State Cancer Plan
  - Choose 1 or 2 initiatives to initiate strategic planning with their work group members (November meeting)
  - Goals are to (a.) Come up with a project that one cannot do alone but must have partners to achieve, (b.) Close loops to do something bigger than what one can do alone/by themselves, and (c.) Brainstorm with team members

### **Tia Yancey:**

- Suggested an example to be used for clarification on project;
  - Katie VanFossen reviewed Breast Cancer Workgroup Smartsheet as the example
  - The workgroup leads were allotted time to work through any questions they might have before introducing task to work groups
  - Team reviewed/discussed input together

### **Andrea Rooks:**

Vote on OCCN Recruitment Letter;

- All members stated they had reviewed final draft recruitment letter
- Recruitment letter passed in favor by majority
- Will be disseminated in WORD format so that members can modify easier

## **Next Steps:**

- November 12th OCCN and December 10th Executive Team meetings to be scheduled via ZOOM
- Provide ideas for OCCN logo to Andrea Rooks COB November 13, 2020
- Katie VanFossen will disseminate process for the strategic planning project

**MEETING ADJOURNED**