

CCC Quality of Life Committee Meeting Minutes

Thursday December 4, 2008, 8:45-10am

Location: American Cancer Society, 4550 East Bell Road, Suite 126, Phoenix, AZ 85032

Conference Call-in number 602 771-9958

Attendees: Vicki Allen, Patrice Al-Shatti, Shayna Atonna-Diamond, Lyle Hites, Brenda Keith, Christopher O'Loughlin, Kendra Sabol, Sherry Romanowski, Anne White

Agenda Items	Discussion	Follow-up Items
Review prior minutes	Reviewed and approved.	
Conference Planning	<ol style="list-style-type: none"> 1. Flyer review: a number of edits were agreed to: simplify graphics and focus more on the information, use a more soothing color scheme, correct text inaccuracies, remove areas of reverse color (pink on yellow) 2. Conference agenda reviewed and finalized 3. Evaluation: Lyle Hites and Brenda Keith discussed this topic with committee input. We developed several objectives (participants to better understand resources available and better understand the continuum of care). 4. Resource fair registration/organization: A brisk discussion of the pros and cons of various means of soliciting and organizing vendors for the resource fair. In the final analysis, Kendra will need to be the point person for this task and to simplify it, vendors will use the conference flyer to register an interest in hosting a table and committee members will review these applications to choose the most relevant. 5. Genentech will sponsor bottled water for participants. 	<p>Patrice will communicate needed changes to the flyer's creator.</p> <p>Final conference agenda forwarded to committee members with these minutes.</p> <p>Lyle and Brenda will develop an evaluation tool for the day.</p> <p>Patrice will have this info added to the registration flyer and Kendra will organize the resource fair. Shayna Atonna-Diamond will provide on-site assistance.</p>
Funding Opportunities	N/A	
Review action item log	<p>Speaker confirmation letter still need to be generated. (Patrice)</p> <p>Pain speaker identified and evaluation assistance from U of A initiated.</p>	

CCC Quality of Life Committee Meeting Minutes

Thursday December 4, 2008, 8:45-10am

Location: American Cancer Society, 4550 East Bell Road, Suite 126, Phoenix, AZ 85032

Conference Call-in number 602 771-9958

Sharing of organizations current initiatives	Sherry Romanowski thanked the committee and the state for initiating the production of the state resource guide onto CD. 6000 are been distributed this year through 80 statewide locations. At some point, the committee, and Bag-It, would like to see the CD reformatted to make it searchable.	
Next Meeting Date	January 15, 8:45-10am, <u>remote conference call only</u> . No presence at ACS. Call-in number to be determined.	