

Arizona Cancer Control Coalition - Research Committee
Meeting Minutes for October 28, 2008
10 a.m. to Noon
Location: Flinn Foundation - Phoenix, Arizona

Attendees: Jesse, Tim, Joan, Sharon, Kendra, Karen and Shaun.

Call in: Kay and Barbara

Agenda Item	Discussion	Follow-up Items
Welcome	Jesse welcomed everyone and asked us to introduce ourselves. Shaun was welcomed as a new member.	Joan will get Shaun added to membership list.
Review of Prior Meeting Minutes	The minutes were reviewed. Sharon noted that the correct committee name should be Disparities. Karen noted that Komen was not funding The Sister Studies. The word funded to be changed to funding.	Joan will make the edits.
Network Analysis Results	Jesse announced that Keith was not available for the meeting, so final results would be given at a later date.	Keith will arrange to present at a future meeting.
ENACCT	Jesse, Kendra, Kay and Sharon have spoken with the Director of ENACCT and another call was scheduled for later in the day. ENACCT's mission is to identify, implement and validate innovative community centered approaches to cancer clinical trials education. The director, Margo, will visit Phoenix on Dec. 11-12. The committee will hope to use ENACCT to provide the infrastructure and experience to implement similar programs in Phoenix. For more information on ENACCT visit www.enacct.org .	Funding is still needed. Kendra will coordinate visit by ENACCT director.
Breast Cancer: The Sister Study	Karen gave an overview on The Sister Study Breast Cancer Research project. Dale Sandler is the principal investigator. The study plans to enroll 50,000 women (age 35-74) whose sisters were diagnosed with breast cancer. The study will look into genetic and environmental causes of breast cancer. To date 45,000 have been enrolled and 37,000 completed collection. The process starts with a one hour+ phone call questionnaire and is followed up by collection of urine, blood, toenails and dust from the home. They will be tracked for 10 years, with follow-up questionnaires every 2 years or more. Karen was on the National Committee and Arizona was one of the pilot states in the study. Currently, they are most interested in enrolling minorities and older women with a high school degree or less for the last 5,000 participants. Tim mentioned that he could work with the Disparities Committee to spread the word, if they were still enrolling over the next 6-12 months. He would meet with select groups, if necessary. For information, www.sisterstudy.org . Karen had samples of materials produced to target selected groups for diversity purposes. There is also a Spanish website.	Karen will find out more about whether enrollment is continuing in Arizona and for how long. If so, she will let them know that Arizona and the Research Committee are willing to help.
Logic Model	Jesse asked everyone if they had received the revised Logic Model that now has 4 goals. An in-depth discussion took place on the Model and some items were	Jesse will revise Logic Model to reflect input received at the meeting.

Agenda Item	Discussion	Follow-up Items
	added or revised. In particular, activities were added to Goal 2 (Identify potential end-users) and Goal 4 (Generate report on cancer control metric) and removed from Goal 2 (Define public). Decreased occurrence of cancer was added as the last long term goal. Other changes were minor. Barbara asked for clarification on the outcomes timeline. Jesse noted that the outcomes are moving targets depending on the goal. In general, short term 6-8 months, medium term 12-18 months.	
Sub-committees Heads	Jessie asked that each Goal on the Logic Model to be spearheaded by some of the committee members, or perhaps have sub-committee heads. Barbara P. volunteered for Goal 1. Kendra, Sharon and Jesse for Goal 3 and Tim Flood for Goal 4.	New chairs will recruit sub-committee members. Jesse will check with Barbara K. to see if there is interest in chairing Goal 2.
The Community Toolbox	Jesse had handouts from the website "The Community Tool Box." Their mission is to promote community health and development by connecting people, ideas, and resources. See website ctb.ku.edu/tools – then Part D, Chapter 8, Section 5. This may provide some leads for developing an action plan or samples of action plans and ideas.	Committee members to review and use tools, as necessary.
General Info	The 2009 BRFSS. phone survey will include the following question: "Did you participate in a clinical trial as part of your cancer treatment?"	Once completed, the survey should give us a broad estimate on participation in AZ.
Next Meetings	December 10 th , Noon – 2 p.m. Flinn Foundation January 20 th , 10 a.m. – Noon. Flinn Foundation	Joan will reserve room and send out reminder email with this meeting's minutes prior to the meeting.