

CCC Quality of Life Committee Meeting Minutes  
 Thursday, January 28, 9:00-10:00 am  
 Location: all remote  
 Conference Call-in number 1-866-751-5726, Room 1186832

Attendees: Anne White, Patrice Al-Shatti, Jamie Holt, Kendra Sabol, Vicki Allen, Sherri Romanoski, Sharlene Bozack, Wendy Kalish,

Agenda Items	Discussion	Follow-up Items
Approval of minutes	Minutes were not asked to be approved.	Minutes from 10/29/09 and 1/28/10 need to be approved.
<p>Discussion of upcoming conference  <i>Serving Your Clients with Cancer: Crash Course for the Non-Oncology Professional On Feb. 19 at the Arizona Cancer Center</i></p>	<p>There was a discussion of <u>volunteer needs</u>. Sherri said we will need volunteers at registration tables, resource tables, lunch, parking lot:          --Jamie, Kendra, and Wendy will help with registration. Ann will be there, but maybe late.          --Kendra is handling registration materials and preparing folders.          --Kendra requested that Patrice, Ann and Sherri free themselves up to talk to others about the Coalition, be there for speakers, volunteer where needed, etc.</p> <p>We do need more volunteers. Patrice commented that it is difficult to expect people to drive to Tucson when they are working in Phoenix. Sherri agreed and said that is, however, what everyone living outside Phoenix has to do when almost all Coalition meetings are there.</p> <p>There was discussion about possible <u>special room rates</u> since we have many people coming from out of town.</p>	<p>Sherri will find some additional volunteers to cover some of these other areas.</p> <p>Jamie will confirm that Rosemary Dominquez will volunteer. We will need to assign her to a specific task.</p> <p>Patrice will email other committee members for volunteer help for that day and let Sherri know...</p> <p>Jamie will get rates for the nearby Four Points and possibly others near campus and send to Kendra.</p> <p>Kendra will get an email out with the rates.</p>

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	<p><u>Parking:</u> Sherri reported that 2 rental vans with UA drivers are hired to shuttle people to and from the parking at the Cancer Clinic.</p> <p>Parking for resource folks will be at a different location at an UMC employee lot at Grant/Campbell. Sherri asked that we not include this parking info in a general email as others may try to park there and that might cause problems. There is temporary parking outside the North door entrance where resource people can unload and then drive their vehicles down the road a few blocks to their designated lot.</p> <p>Jamie brought up that the <u>North door to the Cancer Center is locked</u>. We want to be able to use that entry for the shuttle van drop-off as well as for the resource people to bring their resources through.</p> <p>Sherri was asked to comment on anything else. She is excited that the <u>speakers represent the Cancer Center, Arizona Oncology (community clinics), and community organizations</u>. Great turnout: 113 signed up so far, 14 resource tables.</p> <p><u>We talked about the numbers of registrants. Kendra doesn't want to turn anyone away</u>. Will have to open up the additional rooms.</p> <p>Sherri suggested we make a time change in the schedule and put the break at 2:00 followed by Susie Leigh at 2:20. We would get less people leaving early.</p> <p>Patrice noted that the registrations appeared to be heavy on health care people and we may want to revisit our efforts to get out to schools, those working with the aging, and social workers.</p> <p>.</p>	<p>Sherri will contact Sara for parking directions/map for the resource table people and forward to Kendra. She will also give Sara the names/agencies if she needs them for the driver.</p> <p>Kendra will get parking directions out to the resource table people.</p> <p>Jamie will check on access to North door and getting it unlocked for the day.</p> <p>Sherri needs to get a confirmation on expansion plans should registration continue at the current rate. She will submit these to Kendra and the chairs.</p> <p>Sherri will get the schedule changed.</p> <p>All members need to get out the flyer to contacts in these areas.</p> <p>Jamie will send flyer to Interfaith Council and Sherri will contact school districts, more social workers, Council on Aging.</p>
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	<p>Evaluation again will be with the UA Public Health and they will do follow-up. The program evaluation is for everyone to complete. A second evaluation form for CMEs will also need to be completed by those needing them.</p> <p>Kendra asked that Sherri be time-keeper. She warned that this can be a challenge and we need to strictly stick to our time frame.</p> <p>Kendra will get CVs and powerpoints from speakers. Deadline is Feb. 1.</p> <p>Sherri emailed Ardie and she plans to either have the pharma or the Cancer Center provide breakout beverages and continental breakfast. Ardie at one point mentioned perhaps they could set up lunch tables. The other alternative is having people eat lunch on their laps due to our overwhelming response to the flyer.</p> <p>Sherri asked that Kendra continue to get out a weekly registration update.</p> <p>Sherri thanked Jamie for all her help!</p> <p>Other: Kendra asked Sherri to report on the last Quarterly Report from BAG IT on bags distributed and response from patients. Sherri reported that an average of 600 bags are being distributed around the state each month. She referred the committee to the feedback comments from patients using BAG IT to see the impact. Sherri also noted that the binder has been revised with some information the QOL committee had previously suggested. It is greatly improved and is a wonderful navigation resource tool. The AZ resource CD continues to be of great help.</p>	<p>Kendra will see that evaluations are distributed and she will be at table all day incase some people leave early that needed CMEs.</p> <p>Sherri will be the mean time keeper.</p> <p>Kendra will stay on speakers to get information she needs.</p> <p>Sherri will get with Ardie to confirm all this next week when she is back in town. Will let Kendra and chairs know.</p> <p>Kendra will get out a registration update weekly.</p> <p>.</p>
<p>Next meeting</p>	<p>Jamie suggested we have one more conference call prior to the event to tie up any loose ends. She suggested the week before.</p>	<p>Ann will contact Patrice and Kendra and set up a conference call meeting.</p>

Minutes submitted by Sherri Romanoski 1/28/10