



Delaware Cancer Consortium Data Committee Meeting Minutes

July 16, 2007
Delaware Technical & Community College
Dover, DE

Attendees

Did Not Attend	Paul Akana, M.D. Bayhealth Medical Center
Did Not Attend	Cynthia Barlow, Pharm.D., BCOP, Christiana Care
Attended	David Biggs, M.D., Christiana Care
Did Not Attend	Pat Carroll-Grant, Delaware Pharmacy Society
Did Not Attend	Dan Depietropaolo, Heartland Hospice
Did Not Attend	Diane Dickson-Witmer, M.D., Christiana Care
Did Not Attend	Janet Faulkner, RN BSN, Bayhealth Medical Center
Attended	Robert Frelick, M.D., Helen F. Graham Cancer Center/Christiana Care
Attended	Kim Furtado, NP, Citizens for Clean Power
Attended	Pat Grusenmeyer, Sc.D. FACHE, Helen F. Graham Cancer Center
Did Not Attend	Sean Hebbel, Wellness Community
Attended	Robert McBride, Helen F. Graham Cancer Center/Christiana Care
Did Not Attend	Keith Neff, Neff & Associates
Did Not Attend	Srihari Peri, M.D., Tunnell Cancer Center
Attended	Allison Shevock, DHSS/Division of Public Health
Did Not Attend	Wayne Smith, Delaware Healthcare Association
Attended	Lee Swensson, Helen F. Graham Cancer Center
Attended	Judith Walrath, Ph.D., American Cancer Society
Did Not Attend	Dennis Witmer, MD
Did Not Attend	Michael Zaragosa, M.D., Bayhealth Medical Center

Staff

Attended	Alisa Olshefsky, DHSS/Delaware Division of Public Health
Attended	Laura Rust, Wheeler & Associates Management Services, Inc.
Attended	Marjorie Shannon, DHSS/Delaware Division of Public Health
Attended	Shari Short, Aloysius Butler & Clark (A B & C)

Review of Previous Meeting Minutes

As this was the first meeting of the Data Expert Resource Committee, there were no minutes to review/approve.

Old & New Business

Call to Order

Ms. Marjorie Shannon, Public Health Specialist (PHS) for the Delaware Cancer Consortium (DCC) & Chronic Disease Epidemiologist for DHSS/Delaware Division of Public Health, called to order the first Data Expert Resource Committee meeting at 12:30 p.m.

Welcome, New Committee Member(s) and/or Staff Introductions

It was announced that Mr. William Bowser, Esq., Advisory Council Chair, would not be giving the welcome presentation as noted on the agenda. The presentation was re-scheduled for the September 17, 2007 Consortium meeting.

Ms. Shannon advised the prospective Committee members present that several additional potential members have been identified and are expected to attend the Delaware Cancer Consortium (DCC) Data Committee meeting in September. Ms. Shannon introduced Ms. Alisa Olshefsky, Chronic Disease Bureau Chief of the DHSS/Division of Public Health and Public Health Specialist (PHS) for the DCC Early Detection and Prevention Committee. Meeting attendees introduced themselves.

Background to Delaware Cancer Consortium: Alisa Olshefsky, Chronic Disease Bureau Chief

Ms. Olshefsky educated everyone on the background and purpose of the Delaware Cancer Consortium, referring to the Green Book provided in the new member packets and described how the Division of Public Health (DPH) assists in administering funds, implementing DCC recommendations and staffing the individual committees. She noted that "Committees do the 'brain work' and DPH does the 'leg work'."

Ms. Olshefsky asked members to refer to the DCC organizational chart provided and explained the Data Expert Resource Committee's placement on the chart. The Data Committee's appearance - beneath the other committees - is strategic, and intended to convey its function as a decision-making foundation. The gathering, analysis and interpretation of data "feeds up" to the other prospective committees thus making it a cross-cutting v. priority-specific committee. Other cross-cutting committees include the Communication and Public Education Expert Resource Committee and the Disparities Expert Resource Committee. She added that the remaining DCC committees (green boxes) are priority specific.

Ms. Olshefsky drew attendees' attention to the Purple Book, "Turning Action into Results", 2007-2011 Cancer Plan, noting that it includes 42 recommendations, 16 more than the initial four-year plan that ended June 30, 2007. She emphasized that the need for claims data is more crucial now than ever before, as we begin the new 2008 plan.

Ms. Olshefsky stated that the Chair for this committee has not yet been named, and explained that an individual would be appointed by Mr. William Bowser for approval by Governor Minner. She then defined the roles of the Data Committee's support staff for better clarity. Ms. Marjorie Shannon is the Public Health Specialist (PHS) assigned to the committee, and will address questions and concerns and will work to assure the committee's actions are taken. Ms. Laura Rust, with Wheeler & Associates Management Services, Inc., is the committee's Administrative Specialist and is charged with sending the agenda, minutes, and assisting with administration coordination.

Ms. Olshefsky, responding to an inquiry regarding the existence of a committee budget, stated that a \$10,000 budget is allocated for the first year by the DPH and that recommendations for increases/decreases should be brought to their attention. In collaborative committee projects, expenses would be shared. Resources and funds are not considered obstacles as the Consortium and its implementation of committee recommendations are of high priority to the Governor and a priority for us.

Review DRAFT 2007-2011 Cancer Plan (Purple Book): Marj Shannon, Chronic Disease Epidemiologist

Ms. Shannon reminded the prospective committee members and staff that, as the Committee evolves through the coming years, the recommendations will go through a series of iterations.

Ms. Shannon read aloud Goal 1 from the Data Committee's portion of the cancer plan recommendations and explained the actions under each objective. It was agreed that claims data, which could be used for both cancer case identification and enhanced treatment data capture, was the primary focus for goal one.

A discussion ensued resulting from Dr. David Biggs' inquiry about whether claims data ultimately falls under Quality of Care, given the treatment capture focus. In response, Ms. Shannon expounded on the role and purpose of priority specific committees, and noted that access to and use of claims data was also of interest to many other Consortium committees and cited in their goals and objectives.

Ms. Rust, at Ms. Olshefsky's request, handed out copies of the DRAFT Delaware Cancer Consortium Purple Book Recommendations. Ms. Olshefsky asked members to take a moment outside of the meeting to look over the recommendations set forth by the priority specific and cross-cutting committees and to make note of the goals and objectives that pertain to Data Committee.

Ms. Shannon read aloud Goal 2 and noted the objectives listed below, highlighting Claritas Inc.'s data holdings (e.g.. household income, sales data, geographical information) and described how these data could aid in target marketing. Ms. Shannon noted that Goal 3 addresses the Data Committee's role in compiling and distributing data - "the foundation of information and knowledge" - and in

assisting each committee with its goal-specific data. She also suggested that future Committee thinking should include the anticipation of data requested by the DCC as a whole and staying ahead of the curve as each new shade of the purple book is published.

Ms. Shannon advised the prospective committee members to apply for DCC committee membership status by using the application and link to membership information distributed by Ms. Rust.

- Ms. Rust will provide hard copies of a worksheet listing/displaying common goals and objectives with that of Data and the other committees.
- Ms. Olshefsky will gather additional information regarding DCC activities and provide an overview at the next Data Committee meeting.
- Meeting attendees interested in applying to become DCC Data Committee members are asked to apply by using the form provided at the meeting or by visiting: <http://www.delawarecancerconsortium.org/Content.aspx?c=BecomeMember> and printing the application provided.

Updates/Other (related events held/to be held, related achievements, etc.)

Ms. Olshefsky informed the group that an all day Annual Consortium Retreat, to include committee reports and a presentation by the Data Committee, will take place at the beginning of 2008.

Ms. Marjorie Shannon adjourned the meeting at 1:50 p.m.

Documentation

Along with the meeting agenda, the following documents were provided at this meeting and are available upon request to Laura Rust at 302-335-1495 or via e-mail at: Laura@ManageTool.com

- ~ DCC Membership Application and Information Sheet
- ~ New Member Packets
- ~ DCC Organization Chart
- ~ DRAFT DCC Data Committee 2007-2011 Cancer Plan (Purple Book) Recommendations
- ~ DRAFT DCC 2007-2011 Cancer Plan (Purple Book) Recommendations

Future Meeting(s)

The next Delaware Cancer Consortium Data Committee meeting has been scheduled for September 17, 2007, 12:30 p.m. at Delaware Technical Community College, Terry Campus, Dover, DE.