



Board Meeting Minutes

December 7, 2021

Abby Holt, MPH, MLIS Present	Tina Gill MAIOC Present
Chris Collier Absent	Valandra German DrPH, MPH Absent
Connie Hill, DNP, MBA, FACHE Present	Yara Robertson, MD Absent
Daniela Ochoa, MD Present	
Gay Prescott Present	Trena Mitchell, MA Present
Gwendolyn Bryant-Smith, MD Present	Miriam Karanja, MBA Present
Kenya Eddings, MPH, CWWS CRS Absent	Rachael Moore, AS Present
Krista Kirksey Thomas Absent	Nikki Taylor, BS Present
Louise Scott LSW (Chair) Present	Wonder Lowe, MPA, BSHE Present
Marian Evan- Lothery DrPH, MPH (Vice-Chair) Present	Kirsty DeHan Present
Sarah Faitak, RN, BSN Present	Eva Perez Present
Sharp Malak, MD, MPH Present	

CALL TO ORDER

Louise Scott called to order the Board meeting of the Arkansas Cancer Coalition at 11:10 am on December 7, 2021, via Zoom conference call.

APPROVAL OF MINUTES

The minutes of September 7, 2021 were reviewed. Minutes are approved.

A. Motion to approve minutes: Dr. Gwendolyn Bryant Smith

B. Second: Gay Prescott

REPORTS

Executive Director Report

Trena Mitchell

Cyber Attack

ACC was under cyber-attack. However, ACC has taken steps to make sure everything is more secure. The hackers were unable to do major damage due to ACC catching it on time.

Affected Items

- Payroll System
- Email System
- Shared Drives Online
- Compromised Passwords

The following are the remedies and steps taken to fix this issue:

- IT consultant contacted to find breach in system – (confirmed fix)
- Passwords Changed & saved List moved to secured location
- Microsoft 365 & SharePoint passwords changed, and two-step authentication added
- Three Step authentication added to:
 - Payroll
 - Insurance Items
 - Bank Account
- Implementing a Cyber Security Awareness Training for Staff
- LifeLock subscription for all Staff up to a year

AR State Fair

The AR State Fair has become a staple outreach event for the Coalition. This is where ACC can get most screening.

The following are the partners we worked with this year.

1. HPV Workgroup
2. UAMS Mammography Program
3. UAMS Office of Health Initiatives and Disparities Research

4. ADH BreastCare
5. ACS

The Theme for this year was “Returning to Cancer Screening”

ACC worked with the American Cancer Society on what was the most prominent messaging for cancer during this era. We want people to return to Drs offices to get screened. During the beginning of the pandemic, there was a decrease and proper care. Now we are trying to get the message back for people to return to screening.

ACC has a huge colon and lung inflatable that we had for display. There are photos on ACC social media of our time at the State Fair.

This was the result from ACCs time at the AR State fair:

- Reached over 1000 fair patrons
- Completed 300 surveys
- 17 mammograms
 - 1 follow up care
- 44 fit kits distributed
 - Follow up care

BTI FALL TRAINING

- Fall Sessions were held November 8-10, 2021
- 33 registrants represented 23 statewide organizations and/or healthcare systems
- 24 registrants participated in the 3-day training
- Dr. Sandra Brown, Dr. Julie Kissack and Patricia Franklin conducted sessions on Motivational Interviewing, Pharmacotherapy and Low Dose CT Screening
- A total of 108 CEU hours were earned
- Registration for the Spring BTI Sessions is December 13, 2021 – January 21, 2021
- BTI Spring Training sessions are scheduled for February 7 -9, 2022

23rd Arkansas Cancer Summit

Tuesday, March 8, 2022

- With UAPB’s Minority Sub-recipient Grant Office 19th Clearing the Air in Communities of Color Conference
- Virtual
- Registration opens on January 10, 2022. ACC Ebuzz

These are some of the topics we will be discussing:

Mental health, Exercise as Medicine, Vaping, Cancer and COVID Data, Vulnerable Populations, Returning to Screening, COVID, Vaccines, Boosters, and New Variants.

ACC Quarterly Meeting

December 14: 10 to 11am - Via Zoom

Leisha Atwood, BS, NCTTP – Hope Cancer Resources

A Look at Tobacco Treatment Services at Hope Cancer Resources

- About Hope Cancer Resources
- Tobacco use trends for Northwest Arkansas
- Education and treatment services available to help cancer patients become free from tobacco and nicotine use.
- Registration link in ACC Ebuzz

Mini Grants

November 1, 2021–May 31, 2022

Mini Grants have been awarded.

The St. Bernard application was placed on hold. ACC staff is working with the Arkansas Department of Health Tobacco Prevention and Cessation Program to provide additional funding for the Lung Cancer Symposium in the Northeast Arkansas. ACC would like to strengthen the partnership and expand training services in this public health region. More details to come.

Total amount awarded: \$9,500

Organization	Program Title	Cancer Focus	Funding Amount
<i>Cancer Control</i>			
Donald W. Reynolds Cancer Support House	Sun SMART Skin Cancer Awareness Program	Skin Cancer	\$3,500
University of Arkansas for Medical Sciences (UAMS)	45 is the New FIT-ty	Colorectal Cancer	\$2,500
<i>Transportation</i>			
Donald W. Reynolds Cancer Support House	Access to Treatment	Survivorship	\$1,750
Washington Regional Medical Foundation	Cancer Support House – Emergency Transportation Assistance	Survivorship	\$1,750

Competitive Grants

FY23 July 1, 2022 – June 30, 2023
Grantee RFA Webinar: November 18, 2021
ACC is now accepting Grant Application for FY23
December 1, 2021 – January 31, 2022
Scientific Review: February 7 – February 28, 2022

Implementation committee is responsible for the scientific review phase of the RFA process.

Audit

Audit is complete with no concerns.

Tina Gill

Bylaws

Nothing to report.

Marian Lothery

Education & Outreach

Nothing to report.

Valandra German

Finance & Resource Development

Louise Scott

Grant Name	Total Budget	Total Expensed	Percent Remaining	Percent Remaining	Total
					Remaining
Comprehensive Cancer Control - Federal \$ (7/1/2021 - 6/30/22)	\$125,262.00	\$50,417.54	40%	60%	\$74,844.46
Tobacco Prevention & Cessation Program – Master \$ (7/1/2021 - 6/30/22)	\$300,000.00	\$68,373.83	23%	77%	\$231,626.17
Step UP: Implementation – Tobacco Excise Tax \$ (7/1/20 - 6/30/22)	\$692,287.69	\$416,945.52	60%	40%	\$275,342.17
Total ACC Grant Funding	\$1,117,549.69	\$535,736.89	48%	52%	\$581,812.80

ACCOUNT	Balance
ACC CDCC Fiduciary	\$49,256.61
UNRESTRICTED	\$60,621.05
Summit	(\$43.59)

PhRMA Grant	\$2,500.00
ACS Colorectal Award	\$1,000.00
AR Cancer Race	\$0.00

Implementation

Tina Gill

Tina request assistance for the Scientific Review.

Sara Faitak, Tina Gill, and Dr Malak have agreed to assist with scientific reviewing.

Nominating

Gwendolyn Bryant-Smith

Nothing to report.

Personnel

Marian Lothery

Personnel met in October to review the ED Evaluation Survey completed by the Board of Directors and ACC Staff. All categories were scored above average, exceeds job.

The committee recommends that the Executive Director receives the 3% role model and career services.

Motion to approve

1st Marian

2nd Louise

Motion was approved.

WRAP-UP

Meeting adjourned at 11:40 am

Next Board Meeting

February 1, 2022

11:00 am – 12:00 pm

Via Zoom