

**Present:** John Olson, Carol Miklos, Dennis Sanders, Ali Johnson, Jim Wallace, Tom Ketcham, David Cranmer, Debbie Dameron, Tanya Beaudoin, Katrina Pelkey, Liz Peterson, Laurel Decher, Suzanne Kelley, Brenda Smith, Kerri Frenya, Amy Yavitz, Ellen Fein, Dorothy Lovering, Kevin Doering, Bev Flanagan, Sue Cleary, Amy Nickerson, Judy Murphy;  
**Dialed in:** Teddy Aribisala, Tracy Adams.

**Announcements:**

1) Stowe Weekend of Hope, April 29-May 1, Stowe, VT. [www.stowehope.com](http://www.stowehope.com). Activities start on Friday evening, workshops, activities & information tables all day Saturday, closing ceremonies on Sunday.

2) Evaluation contractor: JSI, Inc. was hired to conduct process evaluation for Coalition and to develop an evaluation plan for implementation activities. Work will include surveys of all coalition members, interviews with several key partners from around the state, and reports to Steering committee and Coalition. Evaluation funded through carry-over funds from previous grant year; work to be conducted this spring and summer. Expect to be contacted in the next month or so.

3) SAIL (Successful Aging & Independent Living) conference at Killington, VT, May 25-26, 2005. Information: Mary Collins, 802-241-2403, or [www.dail.state.vt.us](http://www.dail.state.vt.us).

4) Coalition name: John asked for ideas about a different name for Vermont Cancer Coalition since it is so similar to Vermont Cancer Center. Several people wrote down some ideas at the meeting. If you have more, please forward them to John at [jolson@vdh.state.vt.us](mailto:jolson@vdh.state.vt.us).

5) 'Screen for Life' public service announcements on colorectal cancer screening are now available for television and print, and should be in rotation around the state. Video version features actor Morgan Freeman, in 30, 20 and 15 second spots. Print and video are available in English and Spanish.

**Agenda Notes:**

**1) Minority health conference:**

Teddy Aribisala & Tom Ketcham gave a brief report on their attendance at a regional minority health conference in Portland, ME, recently. Judith Murphy also attended, as did a variety of people who have been involved in minority health in Vermont for many years. Participants expressed continued frustration with minority health plans being drafted and not published, and continued vacancy in VDH position of Minority Health Coordinator. Bev Flanagan reported that interviews are currently scheduled for this position.

Teddy will forward conference notes to John for distribution; and John will try to locate and forward current draft of Minority Health Strategic Plan that was drafted in 2004. Workgroups should be mindful of issues related to health disparities as we write our objectives and strategies. Some states have dedicated entire sections of their plans or specific workgroups to health disparities related to race, ethnicity and socioeconomic factors.

**2) 2005-06 Grant application & funding notification:**

John briefly led the group through a 2 page budget document (attached) that summarized the process of budget development from workgroup proposals to grant application for 2005-06. The original total was about \$412,000. Based on guidance from CDC project officer and conversations with coalition members, some activities were combined, deleted, or revised to fit into grant language or budget limits. The total budget eventually requested for program administration and implementation activities was \$325,140.

John reported that he was recently notified by his CDC project officer that we were not approved to transition to Implementation phase starting in July. CDC felt that we (and several other states) had more

work to do on our State Plan, and recommended that we be level funded for another year, at about \$189,000.

Even as a Planning state, we can begin to implement a few activities from our workplan. However, instead of having \$120,000 for new activities we only have about \$25,000 remaining after program and coalition administration. Even if we have additional carry-over funds from this current budget year, workgroups should be identifying specific priority activities for the next year, and what other resources may be available to fund them. Possibilities include partner contributions, college interns, pilot programs in fewer communities, etc.

Several members voiced their concerns about how we will prioritize activities with such limited funding, especially on activities or items that are more a priority for VDH than the Cancer Coalition, such as the Advanced Directives Registry. John stated that he will continue talking with coalition members and VDH leadership about how to spend these limited funds.

*\*\* NOTE: VDH leadership has agreed not to ask CCC to help fund the Advanced Directives Registry during the 2005-06 budget year. As a result (and pending official CDC notification) we will have the full \$25,000 for use on Implementation activities during the coming year. Steering committee members will determine how to divide these funds among workgroup activities.*

### **3) Workgroup time:**

Workgroups met for about an hour to finalize goals, objectives & strategies for the 2005-2010 State Cancer Plan. Shortly after 11 am, workgroups gave brief reports back to the larger group about their progress and next steps. (Contact your workgroup co-chairs for more info.)

Prevention & Early Detection: restructured objectives for environmental risks, and will be meeting again May 2<sup>nd</sup> at ACS in Williston to finish their work;

Diagnosis & Treatment: focused their discussion on colorectal cancer and screening rates among primary care providers; may use a survey or existing data to assess compliance, and talked about existing links for CME on the ACS and VT Cancer Center's website;

Survivorship & Palliation: talked about needed resources to move forward on their primary goal of assessing survivors' needs in Vermont; brainstormed possible resources, as well as discussed the design of a survey to be used. One option is to focus efforts in Blueprint pilot communities of St. Johnsbury & Bennington.

### **4) Plan Approval process:**

John mentioned that Plan sign-on and approval will be coming up shortly. He will be discussing a process with the Steering committee over the next couple of months.

### **5) Meeting dates & locations:**

The group chose dates and suggested locations for our next several quarterly Coalition meetings.

Friday, July 29<sup>th</sup>, 9 am – 1 pm, in Rutland, White River Junction (or Montpelier)

Friday, Oct. 21<sup>st</sup>, 9 am – 1 pm, in White River Junction or Rutland

Friday, Jan

### **6) Membership:**

John noted that our membership is very skewed to Chittenden and Washington counties; and that he will be working with the Steering Committee to identify and invite additional members from southern & eastern Vermont.

Members were asked to complete the forms in their packets to renew their organizational or individual involvement with the Coalition.

### **7) We adjourned for lunch at 12:05 pm.**