

UCAN Executive Committee Meeting

July 12, 2011
 5:30 PM to 7:00 PM
 Department of Health
 288 N 1460 W #125
 Call in Number 1-801-521-5399

Attendees: Jodie Pond, Kristi Smith, Kathryn Rowley, Lynette Hansen, Donna Branson, Michael Siler, Robin Collier, Terri Goldstein

Phone:

Agenda Item	TIMEFRAME	DISCUSSION POINTS	Tasks/Assignments
Welcome & Introduction of New Officers	5 min	<ul style="list-style-type: none"> ➤ Donna welcomed everyone and explained that she and Lynette would like to focus on energizing UCAN members during their tenure as co-chairs. ➤ Co-chair elect – Robin Collier and Michael Siler <ul style="list-style-type: none"> ✓ Michael will remain chair of Advocacy & Public Policy team, but only have one vote on the executive committee ➤ Directors at Large – Terri Goldstein and Kurt Salomon 	Kristi will look at pen sets for Joe and Peter. May also include a picture for everyone to sign at general meeting. Donna will announce new officers at general meeting.
Bylaws	10 min	<ul style="list-style-type: none"> ➤ Bylaws passed. Fifty-five (55) people voted, and only 51 were needed for a quorum. Only one person voted no. 	Donna will update general membership that the bylaws passed at general meeting.
Work Group Reports	15 min	<ul style="list-style-type: none"> ➤ Survivorship & Quality of Life – Survivorship day went very well. Around 150 people attended, whereas last year only about 69 people attended. Conducted a conference evaluation and survivorship needs assessment. [Results coming.] <ul style="list-style-type: none"> ✓ Need new chair <ul style="list-style-type: none"> ▪ Was suggested that Ginger Johnson and Michelle Marthia could co-chair ➤ Advocacy & Public Policy – Meeting with Paul Ray on 7/13. Will know more after that. ➤ Early Detection & Treatment – Team meeting on Thursday 	Robin will acknowledge active members of the Survivorship & Quality of Life team at the general meeting.

		<p>7/14.</p> <ul style="list-style-type: none"> ✓ Team needs physician and physician input to be used as consultants rather than have them become UCAN members. ✓ Planning to revive what used to be UCREW and the colon team and other special interest groups <p>➤ All teams</p> <ul style="list-style-type: none"> ✓ Tie in diversity <ul style="list-style-type: none"> ▪ Invite UCAN members to participate in events we sponsor. ✓ It would be nice if we could get some sort of feedback from the special interest groups and get them on a schedule so we know what the focus will be each year ✓ Get each team to work on an activity from the plan for the year ✓ Involvement <ul style="list-style-type: none"> ▪ Make a personal call to members to get people more involved ▪ Does UCAN have a budget [some money is usually available for recognition.] <ul style="list-style-type: none"> • Consider giving the book Emperor of All Maladies as a gift in October for those who have really put in a lot of work. • “Thank you” dinners are always nice. • Do some sort of appreciation night. • Discussion regarding who should receive certificates (everyone vs. involved individuals) ▪ Possibly do a media event to draw attention to UCAN <ul style="list-style-type: none"> • On state plan 	<p>UCAN Chairs group will decide on some type of “recognition event” for active members.</p> <p>UCAN Chairs will work with Jodie/Kristi to plan a media</p>
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Proposed July 28, 2011 UCAN Agenda	15 min	<ul style="list-style-type: none"> ➤ Welcome and Introductions ➤ Recognition of Past Chairs ➤ Election Results ➤ Quality of Life Awards ➤ UCAN Bylaws ➤ Membership Survey Results ➤ Implementation Teams ➤ Patient and Public Education at HCI Update ➤ Announcements/Other Business 	Donna will run UCAN meeting since Lynette will be out-of-town.
Other Business	15 min	<ul style="list-style-type: none"> ➤ October UCAN General Meeting (Possibly dinner meeting to recognize everyone, and then special recognitions on top of that) <ul style="list-style-type: none"> ✓ UCCP/UDOH Presentation ✓ UCAN shining stars (may be beyond UCAN) ✓ Member recognition (chairs will track people who are really doing a lot) ➤ Chairs meeting schedule – will announce at later time ➤ Survivors at the Summit ➤ C-CHANGE Meeting – Lynette and Donna will be attending Aug 24 and 25. Michael may attend as well. 	<p>Kristi will send survivors at the summit info to UCAN members and put on UCAN.cc</p> <p>Link for C-CHANGE webinar will be sent to membership</p> <p>If new members don't RSVP for July General Meeting, personal phone calls will be made. All members will be called.</p>
Adjourn		<ul style="list-style-type: none"> ➤ Meeting adjourned at 7:00 pm. 	
Next Meeting:		<ul style="list-style-type: none"> ➤ Next meeting: October 2011 	