



**Cecil County Cancer Task Force Meeting Minutes
December 14, 2016**

Present: Tina Bell, Daniel Coulter, Heather Curry, M.D., Robin England, Teresa England, Jean-Marie Kelly, Alice Hutchens, Gene Manuel, Jen Murray, Jen Padgett, Deborah Payne, Tracey Potter, Mary Ellen Rapposelli, Tammy Rapposelli, Joan Realdine, Sheelagh Stewart and Maura Tunney

Welcome

- Members were welcomed and asked to introduce themselves, their affiliation and give one interesting fact about their selves.

Meeting Updates (Cancer Task Force meeting Power Point slides are attached)

- Mary Ellen gave a presentation, regarding the Cecil County Community Health Improvement Plan (CHIP) FY2017-2019. The three FY 2017 - 2019 CHIP Priorities are behavioral health, chronic disease and determinants of health. The task force will be addressing the strategies regarding chronic disease objective 2.2.1: increasing the number of individuals, receiving low-dose lung CT screenings by 5% in order to increase awareness for lung cancer prevention.
- Ideas generated from the last task force meeting were sent out in a Survey Monkey in November. Results of the survey were presented.
- A Control and Influence Matrix activity was conducted for all ideas having 20% or more votes from the Survey Monkey. The members reviewed the ideas and placed the ideas in one of the 4 quadrants of the matrix. The ideas in the Control & Influence quadrant were placed on the wall. A Nominal Group Technique (Voting) was used. Below are the result :

Nominal Voting Tool	
Ideas	Votes
Health Fairs (e.g. Cecil College)	37
EMR/HER Referral- flagging system to control to communication with the patient about referral	30
Social Media with a target message	28
Keeps doctors' offices supplies with packets of informational materials	20
Pulmonologist and other healthcare providers' presentations	16
Joint promotion at other programs	16
Use outreach workers (e.g. volunteers and church members)	14
Working with business' wellness programs	4
Flyers/Explanatory Flyers	1

- Three committees were established for the identified three top ideas. Each committee will meet or communicate by email starting in January to develop a work plan for the areas below:
 - Health Fairs committee:** Mary Ellen Rapposelli, Tammy Rapposelli, Joan Realdine, Beth Money, Jen Murray, Maura Tunney and Tracy Potter
 - EMR/EHR Referral- flagging system committee:** Jen Murray, Jean Marie Kelly, Mary Ellen Rapposelli, Dr. Heather Curry, Allison Gil and Raimie Rhoda
 - Social Media with a target message:** Jean Marie Kelly, Mary Ellen Rapposelli and Sheelagh Stewart
- Community Health Advisory Committee meets on January 19th at 4:30pm at the Cecil County Health Department's auditorium. Beth Money to present at that meeting for the Cancer Task Force.

Next Meeting Date: February 1st at 12noon at Union Hospital Chesapeake Room. Lunch will be provided.

Healthy People. Healthy Community. Healthy Future.

ADMINISTRATIVE SERVICES.....410-996-5550	ENVIRONMENTAL HEALTH SERVICES.....410-996-5160
ALCOHOL AND DRUG RECOVERY CENTER.....410-996-5106	HEALTH PROMOTION.....410-996-5168
EMERGENCY PREPAREDNESS.....410-996-5113	MENTAL HEALTH AND SPECIAL POPULATIONS SERVICES.....410-996-5112
COMMUNITY HEALTH SERVICES.....410-996-5130	TTY USERS FOR DISABLED: MARYLAND RELAY.....800-201-7165
DISEASE CONTROL.....410-996-5100	EN ESPAÑOL.....410-996-5550 EXT 4680