

**Maryland Comprehensive Cancer Control Plan
Environmental Issues and Cancer Committee**

*October 16, 2009, 9:30 – 11:30 a.m.
DHMH Conference Room L-3 (Lobby Level)*

MEETING SUMMARY

<u>AGENDA ITEM</u>	<u>DISCUSSION SUMMARY</u>
Welcome & Introductions	<ul style="list-style-type: none"> • n/a
Charge to the Committee	<ul style="list-style-type: none"> • Chapter Draft • Ideas & Language for <i>Guide to Reading Your Cancer Plan</i> and <i>Executive Summary</i> • Progress Report
MCCCP Guidelines and Plan of Action for Committee	<ul style="list-style-type: none"> • See Powerpoint presentation
Review Content of 2004-08 Environmental Issues Chapter	<p>General Ideas for New Chapter</p> <ul style="list-style-type: none"> • Need to think about which of the other committees (subcommittees) might want to meet with to collaborate on issues; think about links between chapters • Can link to MCR Report page to provide most recent access to data • Updates of chapter should correspond to dates in SMART Objectives • Policy related recommendations may be very helpful • Possibly include a discussion of what is known and what the evidence is • POTENTIAL GOAL: Improve dissemination of environmental health information at the community level • Need to find out how much evidence there is connecting ‘environment’ to specific cancers • First need to define environment – need to be clear on the focus and not include elements that are covered elsewhere in the plan • How specific should we be? People want details (ie: deodorant, hair dye) • Early on – need to think through the relationship between environment and cancer for MD – how does the state describe this relationship? • NEW TITLE FOR CHAPTER: Environmental and Occupational Issues and Cancer • May want to start from scratch on Objectives • Should Infectious Agents be a separate chapter? • Brainstormed list of potential chapter topics (list will be sent to group prior to next meeting)

AGENDA ITEM	DISCUSSION SUMMARY
Review/Discuss Environmental Issues Chapter Progress	<ul style="list-style-type: none"> • Discussed Progress Report (see Sample Progress Report Template from Colorectal Cancer Committee)
Review/Discuss Evidence Based Recommendations and Information	<ul style="list-style-type: none"> • See packet in folders (will use as a resource throughout process)
Assignments for Next Meeting	<p>For Committee Members</p> <ul style="list-style-type: none"> • Think about the parameters of what the chapter should contain – write definitions of ‘environment’ and cancer in MD and bring to next meeting • Begin thinking about web based links; send to Sarah to compile <p>For Chair/Staff</p> <ul style="list-style-type: none"> • Categorize brainstorming list and send to group • Use Progress Tool to create bulleted list of Progress Highlights and Challenges
Set Meeting Dates/Times	<ul style="list-style-type: none"> • Friday, December 4, 9:30 – 11:30 a.m.