

**Maryland Comprehensive Cancer Control Plan**  
**Skin Cancer Committee**  
*November 30, 2009, 10 a.m. - 12 p.m.*  
*Maryland DHMH (201 W. Preston), Room L-3 (Lobby Level)*

*Chair: Dr. Nanette Liégeois, Johns Hopkins University, Department of Oncology*

**MEETING SUMMARY**

<u><b>AGENDA ITEM</b></u>	<u><b>DISCUSSION SUMMARY</b></u>
<b>Review Progress Highlights and Challenges</b>	<ul style="list-style-type: none"> <li>• See meeting document: Progress Tool</li> <li>• Progress tool is a great start, but needs more quantitative information</li> <li>• Sarah Conolly Hokenmaier will work on a draft of the progress report (bulleted list) using the progress tool and will send to Roberta Herbst/Amanda Schnitzer with a request for specific quantitative information</li> </ul>
<b>Review Data</b>	<ul style="list-style-type: none"> <li>• See Data powerpoint presentation/handout of data tables and graphs</li> <li>• Data needed: sun protection behaviors – other states [assigned to Kurt Wenk]</li> <li>• Data to use in the chapter: <ul style="list-style-type: none"> <li>• One graph showing incidence &amp; mortality [figure 1 from handout]</li> <li>• Bar graph – sun safe behaviors</li> <li>• Maps of incidence and mortality</li> </ul> </li> </ul>
<b>Review Information/Data from each Committee Member</b>	<ul style="list-style-type: none"> <li>• Treatment: This section will refer to AJCC staging and NCCN guidelines for treatment. It will also refer to websites for patient information and recommend conversations with primary care physician</li> <li>• Australian Sun Safe Behavior: See handout; will include this information in the chapter</li> <li>• Sunless Tanning: See handout; will include in chapter for now and pare down later</li> <li>• Education: See handout; Include information on solid organ transplant – high risk; MSDE – voluntary state curriculum for health education – recommendations for grade 6</li> <li>• Vitamin D: See handout; will refer to this in chapter</li> </ul>
<b>Finalize Goals and Brainstorm Objectives &amp; Strategies</b>	<ul style="list-style-type: none"> <li>• See handout: Goals/Objectives/Strategies template</li> </ul>
<b>Finalize Sections of the Chapter</b>	<ul style="list-style-type: none"> <li>• Will discuss at next meeting and assign sections of the chapter (see Revised Chapter Worksheet)</li> </ul>

<b><u>AGENDA ITEM</u></b>	<b><u>DISCUSSION SUMMARY</u></b>
<b>Assignments for Next Meeting</b>	<p><b><u>FOR COMMITTEE MEMBERS</u></b></p> <ul style="list-style-type: none"> <li>• Pull evidence on tanning, sunscreen behaviors, prevention, screening (Kurt Wenk)</li> <li>• Pull data: sun protection behaviors in other states (Kurt Wenk)</li> <li>• Write SMART Objectives and associated strategies as assigned below: <ul style="list-style-type: none"> <li>Goal 1: <ul style="list-style-type: none"> <li>• Objective 1 (Nanette Liegeois/Roberta Herbst)</li> <li>• Objective 2 (Anne Fischer)</li> <li>• Objective 3 (Barbara Summers/Roberta Herbst)</li> </ul> </li> <li>Goal 2: <ul style="list-style-type: none"> <li>• Objective 1 (Kurt Wenk)</li> <li>• Objective 2 (Kurt Wenk/Nanette Liegeois)</li> <li>• Objective 3 (Amanda Schnitzer)</li> </ul> </li> </ul> </li> </ul> <p><b><u>FOR COMMITTEE STAFF</u></b></p> <ul style="list-style-type: none"> <li>• Revise Goals/Objectives/Strategies template (Sarah Conolly Hokenmaier)</li> <li>• Create a bulleted Progress Report (using Progress Tool) and send to Roberta Herbst/Amanda Schnitzer requesting specific quantitative information needed (Sarah Conolly Hokenmaier)</li> </ul>
<b>Schedule Future Meetings</b>	<ul style="list-style-type: none"> <li>• January 20, 10 a.m. – 12 p.m. (Location TBD)</li> <li>• February 17, 10 a.m. – 12 p.m. (Location TBD)</li> </ul>