



# CANCER COUNCIL OF THE PACIFIC ISLANDS

## CCPI Meeting, Honolulu, HI

**President:**  
Dr. John Taitano, Guam

**Vice-President:**  
Mr. Va'a Tofaeono,  
American Samoa

**Secretary – Treasurer:**  
Ms. Martina Reichhardt,  
Yap State

**American Samoa:**  
Dr. Aloiamoa Anesi  
Ms. Moira Wright  
Mr. Va'a Tofaeono

**Commonwealth of the  
Northern Marianas  
Islands:**

Ms. Jocelyn Songsong  
Ms. Salome Castro  
Ms. Trina Sablan

**Federated States of  
Micronesia – National  
Secretary Vita A. Skilling**  
Mr. Xner Luther

**Chuuk State:**  
Dr. Yoster Ychiro  
Dr. Kino Ruben

**Kosrae State:**  
Dr. Livinson Taulung  
Mr. Nena Tolenoa

**Pohnpei State:**  
Dr. Kesusa Bermanis  
Ms. Robina Anson  
Ms. Pertina Albert

**Yap State:**  
Mr. John Gilmatam  
Dr. Eric Lirow  
Ms. Martina Reichhardt

**Guam:**  
Dr. John Taitano  
Ms. Roselie Zabala  
Mr. Lawrence Alam

**Republic of the Marshall  
Islands:**  
Dr. Helentina  
Garstang  
Dr. Cho Cho Thien  
Ms. Neiar Kabua

**Republic of Palau:**  
Dr. Sylvia Osarch  
Ms. Edolem Ikerdeu  
Ms. Irish Tutii

**Participants:**

- CCC Program Coordinators
- CCPI Directors (at least one per jurisdiction)
- REACH-CHIP Local Project Assistants
- Health Leadership Council (HLC) members

Please note that elements in the agenda are subject to change.

### **Saturday, November 15, 2014** Honolulu, HI, JABSOM MEB 314 – **REACH** + CCC Coordinators

<b>8:00a</b>	<b>Welcome / Introductions (all – name, island, position)</b> <b>Pre-test knowledge</b>
<b>8:15a</b>	<b>Ice Breaker: Bingo Game Activity</b>
<b>8:45</b>	<b>CDC REACH Program Overview</b> <b>PCEED History / CHIP Project</b> <b>Grant application, PPO, AO</b> <b>Responsibilities and Expectations</b> <b>Timeline and Deliverables</b>
<b>10:00a</b>	<b>Break</b>
<b>10:15a</b>	<b>Finances and Contracts 101 (Tricia Torris)</b> <b>Compensation and Deliverables</b> <b>Budget and Reporting – spending/receipts template OR project deliverables</b>
<b>11:00a</b>	<b>What are PSE Interventions? Examples and toolkits (<i>pre-work</i>)</b>
<b>12:00p</b>	<b>Lunch</b>
<b>1:00p</b>	<b>(PSE Interventions - Continue)</b> <b>SMART Objectives</b>
<b>2:30p</b>	<b>NCD Policy Toolkit – use in REACH/NCD action plans &amp; education</b>
<b>3:00p</b>	<b>Break</b>
<b>3:15p</b>	<b>Family Feud Game Activity – PSE Review</b>
<b>3:45p</b>	<b>(<i>pre-work</i>) Work Plan Template (w/ CCC Coordinators)</b>
<b>4:45p</b>	<b>Review and Questions</b>
<b>5:00p</b>	<b>Closing of day 1</b>



**Monday, November 17, 2014**  
**Honolulu, HI, JABSOM**  
**MEB 304 - REACH + CCC Coordinators**

- 8:00a Welcome / Introductions (all – name, island, position, endless supply of food)
- 8:15a History (Neal Palafox): CCPI, UH Pacific Cancer Programs
- 9:00a Evaluation Basics  
Assess, Monitor and Evaluate  
Estimating reach – part 1  
Performance Measures  
**\*Angela Sy is available from 8am – 2pm**
- 10:00a Break
- 10:15a Evaluation and Progress Report Template – monthly and final report  
Evaluation Plan
- 12:00p Working Lunch – new hire orientation videos
- 1:00p PSE Assessment Activity
- 2:00 Communication Overview and Strategies (Dr. Hye-Ryeon Lee)
- 3:00p Break
- 3:15p Communication Plan
- 4:00 Work plan (w/ CCC Coordinators) – small groups
- 4:45 Review and Questions
- 5:00p New hires drive to UH Main Campus; CCC coordinators end day 2
- 5:30p Orientation with Human Resources Department
- 6:30p End of Day 2

**MEB 105 - HLC**

8:00a Opening

Health Leadership Council meeting

5:00p Closing



**Tuesday, November 18, 2014**  
Honolulu, HI, JABSOM

MEB 105 - **HLC**

8:00a Opening

Health Leadership Council meeting (*Va'a T.*)

12:00p Closing **Lunch**

**Sullivan Conference Center (half) – REACH + CCC Coordinators**

8:00a Welcome

8:30a Deliverables Success Stories (*Mavis N., Dioreme N.*)

9:15a Sustainability plan (*Mavis N., Dioreme N.*)

10:00a CDC REACH Webinar: Spokesperson Training

**12:00p Working Lunch**

**Sullivan Conference Center (half) – CCPI**

10:00a Welcome

10:15a CCPI meeting opening (not CCC Coordinators) (*Dr. Taitano*)

Clinical updates / Review of current US guidelines for: (*Dr. Lee B-Lum*)

-cancer screening (breast, cervical, colorectal, prostate, lung)

-diabetes and gestational diabetes screening

-hypertension

-lipids and obesity

Discussion: how are / are these recommendations being implemented / adapted in USAPI?

**12:00p Lunch**

**Sullivan Conference Center (joint) – CCPI + REACH + CCC Coordinators**

1:00p CCPI meeting with REACH CHIP project assistants and HLC representatives (*Dr. Neal P., Mavis N., Dioreme N.*)

**3:00p Break**

5:00p Closing

**TAXI ARRIVES @ 5:15 to leave for the Dinner party**

**6:30 p CCPI – CCC – REACH JOINT DINNER hosted by Dr. Palafox – Taxi will arrive at 8:30pm  
Commemorating 12 years of CCPI work & 10 years of CCC**



**Wednesday, November 19, 2014**

**Honolulu, HI, JABSOM**

**Sullivan Conference Center – CCPI + CCC Coordinators**

8:00a Welcome

8:05a Cancer-related Screening / Guidelines and Treatment Capacity updates

- Review survey (*pre-work*) results – availability of various screening, diagnostic and treatment services, new barriers and successes (45 min) (*Dr. Lee B-Lum*)
- Guam Regional Medical Center update (10 min) (*Dr. Taitano*)
- Health Workforce Assessment – priority? Alignment (30 min) (*Dr. Neal P., Mavis N., Dioreme N., Emi C.*)
- ? Alignment or synergy between CCPI and PBMA regarding minimum standards (30 min) (*Dr. Lee B-Lum; Dr. Johnny H.*)

10:00a Break

10:15a Survivorship / Quality of Life (*Tricia T., Dr. Lee B-Lum*)

- Update / review survey (*pre-work*) re: Palliative Care Policies 15 min

11:00

12:00p Lunch

1:00p HLC Update (*Va'a T.*)

- Roadmap status (brief recap)
- Communication Policy recap
- HLC Fact Sheet
- NCD Law and Policy Summit

2:00p Recap on Social Determinants of Health and NCD Toolkit

- USAPI NCD Toolkit Recap (25 minutes) (*Billie H., Mavis N.*)
- PIHOA Initiatives – updates (20 min) (*Emi C.*)

3:00p Break

3:15p Sharing Success Stories (*pre-work PowerPoint*) (*CCPI members, 1 per jurisdiction*)

5:00p Closing

5:30 Ka Lama Kukui, (Hawaii Indigenous Student Interest Group with Dr. Vanessa Wong)



**Thursday, November 20, 2014**  
**Honolulu, HI, JABSOM**  
**MEB 301 – CCPI + CCC Coordinators**

8:00a Welcome

8:05a Business section (CLOSED MEETING) - (*Dr. Taitano*)

- Call to order / Roll call (*Dr. Taitano*)
- Review minutes from March 2014 meeting (approval requested) (*Martina R.*)
- Standing items
  - Budget & Fiscal items report update (approval requested) (*Dr. Lee B-Lum*)
  - Next CCPI Meeting in HNL (April 25-30, 2015, joint w/ Registrars)
- Call for any updates / revisions to Bylaws? (*Martina R.*)
- Officers re-appointment / election (*Martina R.*)
- PIHOA Meeting in Palau March 2015
- April 25-30, 2015 meeting in Honolulu with Registry – other focus areas (*Dr. Lee B-Lum*)
  - 2 days REACH w/ CCC coordinators + CCPI PH // 2 days Clinicians + Registrars on Verbal Autopsy Training (pending CDC approval)

8:30a

- Success Stories (continued): American Samoa, Yap, RMI, Guam

10:00a Break

10:15a GWU National CCC Resources (*Serena Phillips, Janos B.*)

11:00a Collaboration with Hawaii CCC (*pre-work*) (*Dr. Neal P.*)  
Recap on Social Determinants of Health (15 min) (*Dr. Neal P.*)

12:00p Lunch

12:30p HPV immunization & Cervical Cancer program updates (Lee) (*pre-work*) (10 min)  
Cervical Cancer Screening demonstration project (20 min) (*Dr. Lee B-Lum*)

1:00p TA call with CDC

- Follow up on Evaluation discussion during the 2014 March CCPI meeting (*Susan White, Monique Young*)
- Overview of evaluation presentations during the August Pacific Cancer Program Coordinators meeting in Atlanta
- Review of evaluation plan and reporting requirement
- Development of Integrated logic model, including Cancer Programs, DP 14-1406 and REACH strategies (*Monique Young*)
- Updates on the Island teams (*Loren Cadena*)
- Surveillance capacity building (*Loren Cadena, Haley Cash, Emi C.*)



3:00p

Break

3:15p Pacific Regional Central Cancer Registry (*Tricia T.; Dr. Lee B-Lum*)

- Update of activities (15 min) (*Dr. Lee B-Lum*)
  - Carryover request
  - Quality Control and Tracking, including Death Clearance
  - What data fields are most important for public health / current purposes?
  - Which treatment data fields are less utilized?
  - Recommended small changes in data fields with next upgrade (next year) – cc screening: include VIA, DNA
  - Reminder: documentation – “reason for no treatment”
- Using and interpreting data (with CDC Haley Cash) (60 min) – Lee (*pre-work data*)
  - Cancer data
  - Data to estimate reach of your PSE interventions – part 2
- Planning for possible Verbal Autopsy Training 30 min (*Tricia T., Dr. Lee B-Lum, Dr. Onaka, NCHS*)
  - Video overview, review of WHO checklist, how best to tailor training (T of T) for Spring 2015 CCPI mtg (if approved)

4:45p Meeting evaluation (online)

5:00p Closing