

November 12, 2013

3:00-5:00 p.m.



Conference call (888) 670-3525

Conference code 2922384719

Joint Committee on Performance Standards, Rating System, and Rating Standards for Cancer Centers of Excellence, s. 318.925 Florida Statutes
Meeting Minutes

Attendance

Joint Committee

- Daniel Armstrong, Ph.D., (University of Miami) Miami (BRAC Chair)
- Thomas George, MD, FACP (University of Florida) Gainesville (C-CRAB Chair)
- Joanne Bujnoski, DO, FACRO (Florida Osteopathic Association) Pensacola (C-CRAB)
- Barbara Centeno, MD. (Moffitt Cancer Center) Tampa (BRAC)
- Representative Marti Coley, Marianna (C-CRAB)
- Randal Henderson, M.D., M.B.A. (University of Florida) Jacksonville (BRAC)
- Brian Rivers, Ph.D., MPH (Moffitt Cancer Center) Tampa (C-CRAB)
- Eric Sandler, MD (Nemours) C-CRAB

DOH Staff

- Robert Hood, Ph.D., Manager, Public Health Research Unit
- Sarah Hofmeister, Research Program Analyst, Public Health Research Unit

The meeting was called to order at 3:10 p.m.

A quorum was present. The quorum is defined as a majority of the 13 members of the Joint Committee, including both chairs.

- I. Counsel from the Department of Health presented public meeting training to the Joint Committee. (Florida Statute 286)
- II. The Joint Committee discussed a revision to the Manual to include health disparities, and accepted the recommendation.
The committee agreed to add "i" to Standard I.6 and required written materials as follows:
 - i. Activities that address disparities in health outcomes related to race, ethnicity, language, disability, or other disparity-related factors*

Required Written Materials

Plan and summary of activities that address reduction/elimination of disparities in health outcomes related to race, ethnicity, language, disability, or other disparity-related factors.

Dr. Sandler made motion to approve the addition and required written materials to Standard I.6 in Manual. Dr. Bujnoski seconded the motion.

Total votes for approval: (Total members voting: 8) Affirmative: 8 Negative: 0 Recusal: 0

- III. The chairs discussed that each section within the manual had been discussed and approved by the committee and suggested a final vote on the entire manual.

Dr. Bujnoski made motion to approve the entire manual. Dr. Centeno seconded the motion.

Total votes for approval: (Total members voting: 8) Affirmative: 8 Negative: 0
Recusal: 0

The approved Manual will be distributed to the BRAC and CCRAB for their approval.

- IV. Staff discussed the draft policy for Administration of Cancer Center of Excellence with the committee.

Dr. Armstrong recommended adding **“The team shall consist of five evaluators to be selected, in any combination, from the following:”** to the policy.

Representative Coley made motion to add **“The team shall consist of five evaluators to be selected, in any combination, from the following:”** and approve the policy. Dr. Centeno seconded the motion.

Total votes for approval: (Total members voting: 8) Affirmative: 8 Negative: 0
Recusal: 0

- V. Staff discussed the draft electronic application and procedures for applicants to apply for Cancer Center of Excellence.

Dr. Bujnoski made motion to approve the application. Dr. Henderson seconded the motion.

Total votes for approval: (Total members voting: 8) Affirmative: 8 Negative: 0
Recusal: 0

- VI. Public Comment:

There was no public comment.

Meeting adjourned at 4:10 p.m.