



**BC Surgical Oncology Network – Council Executive
AGENDA
October 7th, 2005 – 3:30 to 5:30pm**

Vancouver: 4th Floor Boardroom
Other: Long Distance: 1 877 385 4099, then enter Passcode 9952948#

PURPOSE OF MEETING/DESIRED OUTCOMES

- To discuss the draft Surgical Oncology training position paper and provide feedback
- To review agenda for November Council meeting
- To provide an update on SON activities
- To review the SON member survey results
- To provide input into the draft list of infrastructure requirements for surgery (by tumour site)

3:30pm	1. APPROVAL OF AGENDA		ALL
3:35pm	2. APPROVAL OF MINUTES from May 6 th , 2005 Attached: <i>20050506_Minutes.doc</i>	For approval	ALL
	3. OLD BUSINESS		
3:40pm	3.a. SON Member Survey – results <i>Please note: This will be brought to the meeting.</i>	For information	T. Strack/ALL
	4. SON Update		
3:55pm	Attachment: <i>Activity Report_october 2005.doc</i>	For information and discussion	T. Strack/ALL
	5. NEW BUSINESS		
4:10pm	5.a. Surgical Oncology Training in BC (Green Paper) Attachment: <i>Surgical Oncology Training in Canada.doc</i>	For discussion	ALL
4:40pm	5.b. November SON Council Meeting Attachment: <i>agenda.doc</i>	For discussion	ALL
4:55pm	5.c. Infrastructure Requirements for Tumour Site Surgery Attachment: <i>infrastructure_requirements.doc</i>	For discussion	ALL
5:10pm	6. OTHER		
5:30pm	7. ADJOURNMENT		



**BC SURGICAL ONCOLOGY NETWORK
COUNCIL EXECUTIVE MEETING
Minutes**

Date: October 7, 2005



BC Cancer Agency
CARE & RESEARCH
An agency of the Provincial Health Services Authority

Present: Noelle Davis (C) Con Rusnak
 Rona Cheifetz Andy Coldman
 Peter Doris Colleen McGahan
 Barbara Poole Tina Strack
 Sharon Thomson Garth Warnock
 Denise DesLauriers (Recorder)

Regrets: Blair Rudston-Brown Brian Schmidt
 Gil Wankling Sam Wiseman

ISSUE/TOPIC	DISCUSSION POINTS	ACTION (Include Person(s) Responsible)
1. APPROVAL OF THE AGENDA		APPROVED.
2. APPROVAL OF MINUTES for May 6 th , 2005		APPROVED.
3. OLD BUSINESS		
3.a SON Member Survey - Results	<p>T. Strack circulated the results of the SON member survey which was sent out in June. Reminders have been sent out and copies have been re-sent to specific groups.</p> <p>R. Cheifetz suggested that we speak to the Tumour Group heads regarding the lack of awareness about the SON among sub-specialists. It was suggested that we contact the section heads at the BCMA and ask about the annual meetings of the different groups and how we can be involved.</p> <p>In regards to the survey showing the willingness of surgeons to allow records retrieval by the BCCA, G. Warnock suggested that the SON could hire summer students to do records retrieval.</p>	

<p>4. SON UPDATE</p>		
<p>4.a Activity Report</p>	<p><u>Council Executive</u> C. Rusnak has been in contact with Dr. Pisesky regarding Dr. Baliski possibly joining the Council Executive as an Interior rep.</p> <p>Gynecology STG Chair – It was agreed that Mark Heywood should be approached to take on this role.</p> <p>C. Rusnak stated that the STG's should be using the SON to help out.</p> <p><u>ROE</u> C. McGahan reported that she is having trouble getting information from the ministry. There is a contract in place that is valid until the end of the year, but the ministry is not honouring it. This problem is not just with the SON or the Cancer Agency. It could cause the loss of large amounts of grant money. B. Poole stated that she would like to stay out of the negotiations for now and allow it to be settled bureaucratically; however escalation could involve legal action.</p> <p><u>Newsletter</u> The newsletter is in production now.</p> <p><u>CME</u> R. Cheifetz reported that the 4th Road Show lecture recently occurred in Prince George. Though it was very poorly attended she received good feedback on how to get better attendance next time.</p> <p>The next Traveling Road Show will be Hepatobiliary and the planning sessions will commence soon.</p> <p>A Non-Attendees Survey was sent out to everyone who has not attended a CME event to find out why they do not attend. The first follow-up letter has been sent and new letters will be sent out every 3 weeks until 100% have replied.</p> <p><u>Pilot Project</u> T. Strack reported that the Steering Committee will be meeting on a regular basis. The project will first enter the Alpha phase where the steering committee will be testing to PDA tool. Then beta testing will begin which will involve 7 surgeons and then evaluation will take place</p>	
<p>5. NEW BUSINESS</p>		
<p>5. a Surgical Oncology Training in BC (Green Paper)</p>	<p>T. Strack referred to the previously circulated Green Paper and asked what priorities the SON should establish.</p> <p>G. Warnock stated that if the SON look ahead, then a Needs Assessment should be done to see if it should be a priority.</p> <p>T. Strack is to make updates to the paper and circulate it to the Network.</p>	

5.b November SON Council Meeting	T. Strack referred to the previously circulated Agenda. It was suggested that the agenda be adjusted to have the BC information first and then hear from the experts. It was also suggested that the talks be shortened to allow for more time in the breakout sessions.	
6. OTHER	The Meeting was adjourned.	