



BC Surgical Oncology Network – Council Executive AGENDA

May 26th, 2006 – 3:30 to 5:30pm
Vancouver: 4th Floor Boardroom

Teleconference: Lower Mainland: 604 899 2339
 Long Distance: 1 877 385 4099
 then enter Passcode 86927#

PURPOSE OF MEETING/DESIRED OUTCOMES:

- To review the status of SON projects and activities
- To update the Council Executive on the status of the Network Manager position
- To distribute the new SON Resident Travel Award

3:30pm	1. APPROVAL OF AGENDA		ALL
3:35pm	2. APPROVAL OF MINUTES Attached: <i>20060407_Minutes.doc</i>	For approval	ALL
	3. OLD BUSINESS		
3:40pm	3.a. SON Resident Award Attached: <i>SON_award_details.doc</i>	For review	ALL
	3.b. SON Annual Council Meeting/Annual Planning Meeting	For discussion	ALL
	4. SON Update		
3:45pm	<i>To be distributed prior to meeting</i>	For discussion and information	T. Strack
	5. NEW BUSINESS		
3:40pm	5.a. Skin Surgical Tumour Group Chair	For discussion	ALL
	6. OTHER		
	7. ADJOURNMENT		



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

Date: May 26, 2006



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

Present:

Noelle Davis	Con Rusnak
Chris Baliski	Sam Wiseman
Barbara Poole	Andy Coldman
Tina Strack	Sharon Thomson
Yasmin Miller	Denise DesLauriers (Recorder)

Regrets:

Abdul Aleem	Peter Doris
Blair Rudston-Brown	Brian Schmidt
Garth Warnock	Gil Wankling

ISSUE/TOPIC	DISCUSSION POINTS	ACTION (Include Person(s) Responsible)
1. APPROVAL OF THE AGENDA	B. Poole asked that Staffing changes be added to the agenda.	APPROVED.
2. APPROVAL OF MINUTES for April 7 th , 2006		APPROVED.
2.1 Staffing Changes	B. Poole introduced Yasmin Miller who will be replacing Tina Strack as Program Manager of the Surgical Oncology Network. She will be starting on June 26 th . Paul Mak has been hired on a part-time basis to assist with IT. He will start on June 12 th .	
3. OLD BUSINESS		
3.a SON Resident Award	The updated version of the SON Resident award was circulated. The purpose of this award is to encourage/support research into surgical oncology in support of the surgical tumour groups. There was discussion concerning whether there should be a deadline for applications. However there are different meetings throughout the year. Depending on funds more than one award may be given out.	T Strack to amend information

ISSUE/TOPIC	DISCUSSION POINTS	ACTION (Include Person(s) Responsible)
	It was decided that the Council will look at applications at the Spring and Fall meetings.	
3.b Annual Council Meeting/Annual Planning Meeting	The Council was asked for suggestions concerning guest speakers. It was suggested that Walley Temple of Alberta be contacted. If he is unable to participate he could be asked to suggest another speaker.	
4. SON UPDATE		
4.a Activity Report	<p>The progress report was reviewed.</p> <p>More effort must be made to have face to face meetings with the Tumour Groups</p> <p>Discussion occurred concerning the cancellation of the Hepatobiliary Roadshow. It was suggested that R. Cheifetz should not be expected to be the champion of the project. It was also recommended that the roadshow be encouraged and that it should be booked and the participating speakers should be told when and where it is. The first location to be Kelowna.</p> <p>The BCCA Library will support a link on our website so that surgeons can access the new feature of having access to online journals and other relevant information.</p>	SON Manager to pursue.
5. NEW BUSINESS		
5. a Skin Surgical Tumour Groups Chair	It was reported that due to family commitments , Dr. Adrian Lee will be stepping down as Skin Tumour Groups Chair. Dr. Chris Baliski volunteered to take on the role as Skin Tumour Groups Chair. Chris was thanked for his willingness to assume this responsibility.	
5.b The Pilot Project	The PDA's are currently being tested that evaluation meetings will be booked for September.	T. Strack to forward evaluation questions to N. Davis
5.c Budget	It was reported that the PDF documentation has been submitted to Finance as required.	
6. OTHER	N Davis and C. Rusnak thanked T. Strack for her years of dedication and hard work and highlighted many of her accomplishments as Program Manager.	
7. ADJOURNMENT	The meeting was adjourned	