Michigan Cancer Consortium Board of Directors Orientation 2019
Orientation Outcomes

Orientation attendees will:

- Understand the organizational structure and purpose of the MCC
- Understand the Cancer Plan for Michigan and the MCC Priorities
- Understand the roles and responsibilities of the Board of Directors
What is the MCC?

The MCC is an organization of organizations working together to control cancer in Michigan.
Why Was the MCC Formed?

- To develop a coordinated, strategic attack against cancer in Michigan
- To share resources, knowledge and expertise
- To reduce duplicative efforts and optimize resource utilization
- To achieve goals at a faster rate
Member organizations participate in focused cancer control activities that address the goals of the Cancer Plan for Michigan and the MCC Priorities and Pillars.
MCC Members

Over 100 organizations from across the state.

Organizations represent:
- Health Systems
- Insurance Plans
- Local Health Departments
- Research Institutions
- Universities
- Trade/Professional/Advocacy Organizations
- Hard to Reach/Special Populations
- Geographical Representation

Link to Member Roster:
http://www.michigancancer.org/Membership/MemberOrg.html
### Samples of MCC Products:

- Cancer Plan for Michigan
- Pharmacologic Interventions for Breast Cancer Risk Reductions
- Breast Density Fact Sheet
- Psychosocial Distress Screening in Cancer Patients
- Lung Cancer Screening: Low-Dose Spiral CT Scan
- Why Cancer Patients Should Quit Tobacco
- Position Paper on Cancer Syndromes and Genetic Counseling

Find more products at: [http://www.michigancancer.org/PublicationsProducts/ExclProd.html](http://www.michigancancer.org/PublicationsProducts/ExclProd.html)
MCC Membership Benefits

- **Access to Cancer Resources**: For health professionals, patients, and the public.
- **Networking Opportunities**: With many different organizations committed to controlling cancer.
- **Helping to Reduce Risks and Costs**: Both within your organization and across the state.
- **Gaining Well-Derived Recognition**: For your cancer control efforts.
- **Receiving Timely Email Notices**: From the MCC leadership and staff, including the MCC update alerting you to important MCC news and information about upcoming cancer-related events and activities.
Cancer Plan for Michigan & MCC Priorities
Cancer Plan for Michigan

Four Goals:
- **Prevent** cancer from occurring.
- Promote **early detection** of cancer using tests that have been shown to reduce mortality.
- **Diagnose and treat** all patients using the most effective and appropriate methods.
- Optimize **quality of life** for every person affected by cancer.

Cancer Plan for Michigan

**Objectives:** Thirty-six SMART (specific, measurable, attainable, relevant and timed) objectives.

**Strategies:** Specific steps undertaken to achieve objectives. Strategies within the plan are evidence-based.

**Measures:** Provides information to gauge progress toward an objective.
Cancer Plan for Michigan

Four Pillars:
◦ Implement policy, systems and environmental changes.

◦ Promote health equity.

◦ Develop and maintain active partnerships in cancer prevention and control efforts.

◦ Demonstrate outcomes through evaluation.
MCC Priorities

• **Prevention:** By 2020, increase the proportion of females and males ages 13-17 years who have received at least three doses of HPV vaccine from 24.2% (females) and 7.4% (males) to 80% (females and males).

• **Early Detection:** By 2020, increase the proportion of adults aged 50 to 75 years who are up-to-date on appropriate colorectal cancer screening from 71% to 80%.
MCC Priorities

**Diagnosis and Treatment:** By 2020, increase percentage of Michigan adults participating in cancer treatment clinical trials from 4.4% to 4.8%.

**Quality of Life:** By 2020, decrease the percent of Michigan adults diagnosed with cancer who report current physical pain due to cancer treatment from 6.9% to 6.8%.
Guiding Documentation
Mission Statement:
Unifying public and private organizations to reduce the burden of cancer for all people by addressing health disparities through a commitment to collaboration, evidence-based practices, and improved quality of care. *(Currently being revised)*
Vision Statement:
Striving to be a statewide leader and national model for equitable transformation of comprehensive cancer care. *(Currently being revised)*
Guiding Documentation

Vision Milestones:
1: The MCC is effective in achieving the MCC priorities as evidenced by quantitative and qualitative measures

2: The MCC has developed and implemented a dynamic process that is responsive to opportunities to improve cancer control

3: The MCC reassesses priorities as needed

4: The MCC people/organizations are fully engaged, committed, collaborative, and responsive to MCC issues and priorities
Vision Milestones:
5: The MCC continues to grow in membership and maintain our commitment to diversity

6: The MCC has developed the infrastructure, funding, and methods to sustain the MCC and the implementation of the MCC priorities

7: The MCC member organizations will adopt the MCC established goals by incorporating them into standard practice
The purpose of a cancer control initiative is to reduce cancer incidence, mortality and morbidity. These goals are being accomplished through the Michigan Cancer Consortium (MCC), which is the central forum for leadership in cancer control in Michigan. Essential to such an initiative are fundamental principles that guide both the Consortium’s decisions and the process it uses to periodically establish priorities.

http://www.michigancancer.org/AboutTheMCC/GuidingPrinciples.html
Organizational Structure
Organizational Chart

MCC Member Organizations

Standing Committees
Support the Cancer Plan Pillars:
Policy, Health Equity, Partnerships & Evaluation
- Evaluation
- Governance
- Health Equity
- Membership
  - Annual Meeting Sub Committee
  - Communication Sub Committee
  - Policy

Board of Directors (BOD)
Officers (4)
- Co-Chairs (2)
- Secretary (1)
- Immediate Past Co-Chair (1)

Workgroups
Support the MCC Priorities and other work of the MCC
- Breast Cancer
- Genomics
- Cervical Cancer*
- Lung Cancer Early Detection
- Colorectal Cancer*
- Prostate Cancer
- Clinical Trials*
- Survivorship*

*MCC Priorities for 2016-2018 will be addressed by these workgroups

Organizational chart approved by the MCC Board of Directors March 23, 2016
MCC
Standing Committees

- Evaluation Committee
- Governance Committee
- Health Equity Committee
- Membership Committee
- Policy Committee

All standing committees report to the BOD.
Guides and directs evaluation-related activities of the MCC, including:

- Revise Annual Survey and analyze results
- Develop and disseminate the Annual Report
- Evaluate the implementation of the Cancer Plan
- Guide the revision of the Cancer Plan every 5 years
- Recommend additional evaluation activities as necessary

Link to Evaluation Committee information:
http://www.michigancancer.org/PDFs/CommitteeCharters/EvaluationCharter.pdf

For more detailed information, see related section in orientation manual
• Provides oversight on matters related to structure & governance, including:
  • Bylaws
  • Nominations & elections
  • Leadership succession

Link to Governance Committee information:
http://www.michigancancer.org/AboutTheMCC/GovernanceComm.html

For more detailed information, see related section in orientation manual
The Health Equity Committee exists to foster the achievement of the highest level of health for all people by addressing cancer health disparities and the social determinants of health related to cancer.

Responsibilities include:
- Review targeted data to develop priorities to address cancer health disparities in Michigan. Utilize cancer registry, BRFS, MCC reports and meeting summaries.
- Develop health disparities reduction priorities to be implemented by MCC members.
- Disseminate strategies for engaging partners and communities.
- Promote collaboration and best practices for health disparities reduction.

Link to Health Equity Committee information:
http://www.michigancancer.org/PDFs/CommitteeCharters/HealthEquityCommCharter.pdf

For more detailed information, see related section in orientation manual
• Provides oversight on matters related to membership of the organization, including:
  • Recruitment
  • Orientation
  • Retention
  • Member engagement
  • Member benefits

Link to Membership Committee information: [http://www.michigancancer.org/AboutTheMCC/MembershipCommittee.html](http://www.michigancancer.org/AboutTheMCC/MembershipCommittee.html)

For more detailed information, see related section in orientation manual
Plans and coordinates changes in policy, systems, and the environment (PSE) that will help promote and sustain the MCC’s comprehensive cancer control initiatives.

- **Policy interventions** - may take the form of a law, an ordinance, a resolution, a mandate, a regulation, or a rule (either formal or informal).
- **Systems interventions** - changes that impact all areas of an organization, institution, or community.
- **Environmental change** - a physical or material change to the economic, social, or physical environment.

What the policy committee cannot do: The Policy Committee cannot lobby on behalf of the MCC nor encourage MCC member organizations to lobby on behalf of the MCC.

Link to Policy Committee Information:

http://www.michigancancer.org/AboutTheMCC/PolicyComm.html

For more detailed information, see related section in orientation manual.
Board of Directors (BOD) Roles & Responsibilities
BOD Expectations

- Embrace the MCC’s mission and vision
- Base decisions, actions and policies on the MCC Guiding Principles
- Promote the MCC priorities, programs and services
- Embrace and promote diversity
- Engage in cancer advocacy efforts
BOD Expectations (cont.)

Volunteer to lead and serve

Seek to understand trends in cancer prevention and control

Bring new insights and suggestions to the MCC BOD

Serve on at least one committee or workgroup

Read and sign the following policies (each term):
  ◦ Conflict of Interest
  ◦ Code of Ethics
BOD Meeting Structure

2019 Board Meetings
- 4th Wednesday of March, June & September (3/27, 6/26 & 9/25)
- Begin at 11:30am
- End at 3:00pm
- Held at MPHI Interactive Learning Center in Okemos, MI

Board Meeting Outline
- Consent agenda
  § Includes previous meeting minutes, standing committee reports and other items for Board approval, that do not need full presentation for approval
  § Sent one week ahead of BOD Meeting
  § Questions or discussion on the consent agenda can be initiated in one of two ways
    • Sent to Amy Stagg via email by the Friday prior to the BOD Meeting
    • Brought forth at the meeting after a motion has been made to approve the consent agenda
  § Board Vote will be called to approve the Consent Agenda
Cancer Topic or Program Presentation
  ◦ Information sent in meeting packet prior to meeting

MCC Committee or Workgroup Presentation (if needed)

Announcements
BOD Meeting Structure (cont.)

• During a vote – only the BOD votes
• Meetings are open and all inclusive
• Discussion is encouraged from entire group
Sharing Information

The following are ways to share information with the BOD

◦ During the Announcement portion of the BOD Meeting

◦ During the Scientific Update portion of the BOD Meeting

◦ Share with MCC Co-chairs at cochairs@michigancancer.org
BOD Attendance Policy

- Any Director absent for more than 50% of scheduled meetings or for more than 2 consecutive meetings is considered delinquent in attendance and participation in Board.

- If a Director is absent and unexcused from three consecutive Board meetings, the Director will deemed to have resigned. The Board of Directors, may, in its discretion, accept or reject the resignation.

For more detailed information, see related section in orientation manual.
BOD Relationship to MCC Membership

- Serve the MCC membership as a whole
- Actively seek input from others
- Meet and engage existing members
- Identify and recruit new members
- Identify, mentor and support potential future MCC leaders
• Disclose any possible conflicts and avoid even the appearance of a conflict of interest

• Conflict of interest and Code of Ethics forms need to be signed at the beginning of each term

For more detailed information, see related section in orientation manual
BOD Meeting Ground Rules

- Be prompt
- Participate
- Be respectful of interrupting each other
- Avoid side conversations
- Share responsibility for keeping things on track
- Bring problems to Board table
- Talk directly with someone, if necessary, don’t involve a 3rd party
- Minimize use of technology
- Utilize Co-chair to recognize speaker
- Silence your cell phone
Lobbying/Advocacy

According to MCC Guiding Principle #9:

The MCC serves as a resource for policy makers regarding cancer control issues, but does not engage in lobbying.
Questions