

Breast Cancer Task Force of Greater Miami Valley
Meeting Minutes
January 19, 2010

Members Present: Rosalee Bradley, Sharon Becker, Cynthia Ford, Lamar Ford, Leigh Ann Fulford, Kathy Haught, Flora Igah, Amy McKenna, Kay Parent, Karen Pelfrey, Julie Sawyer, Roberta Taylor, Nancy Thoma, and Michelle Upshaw.

Members Absent: Sarah Becker, Marianne Beard, Ann Berger, C.J. Bruggeman, Faith Callif-Daley, Kim Faris, Kimberley Freeman, Denise Gilmore, James Hamilton, Deborah Jordan, Sharon Kershner, Ann Lensch, Aaron Morman, Julie Robbins, Lisa Rucker, Nyota Stoker, Dr. Paula Termuhlen, Frances Umoh, and Frances Wade.

Officers for 2010: Chair: Kay Parent
Vice Chair/Treasurer: Leigh Ann Fulford
Secretary: Kathy Haught

Medical Director: Dr. Paula Termuhlen

Mission Statement: *To empower our community through education, support and advocacy regarding prevention, early detection and treatment of breast cancer*

Welcome: Kay Parent, Chair, welcomed everyone to the taskforce meeting and introduction of members was done.

Approval of Minutes: The December 15, 2009 minutes motion to approve as written by 1st from Karen Pelfrey and second from Rosalee Bradley. Members approved.

Finance Report: Leigh Ann Fulford, Vice Chair/Treasurer was added to the bank accounts and given signature ability for checks. Kay Parent, chair, and Karen Pelfrey, past chair, signature approval was maintained on the bank account in case other approved individuals were not available. Leigh Ann reported that there was \$685.80 in the bank account. A check for \$20 was written to Kay Parent to reimburse her for the cost of the Christmas breakfast for guests AnneMarie Halfpap and Faye Smith.

Committee Reports: Committee reports were sent to members prior to the general meeting. No questions or additions to the reports.

Archives/historian- Chair ~ Kathy Haught

Cancer Education Committee - Chair ~ Ann Lensch

Events Committee -

Marketing / Public Relations - Chair ~ Kay Parent

Membership Committee - Chair ~ Amy McKenna

Speaker Committee - Chair ~ Michelle Upshaw: the committee has no report at this time

Old Business:

Community Conversation: Kay Parent reminded members of this brainstorming session that will take place in March. The hopes are for the BCTF to benefit from the brainstorming by finding weakness/strengths in health in the Greater Miami Valley area and to possibly help with ideas for future programs. Kay stated that even if we don't benefit from the brainstorming per se, it is an excellent learning experience on brainstorming/planning for future projects, grants, strategic planning, etc.

Policy Statements: Kay Parent introduced the revised "Response to Media Breast Cancer Information." A motion was made to approve the policy as written by 1st Michelle Upshaw and 2nd Flora Igah. Members approved the statement.

New Business:

Budgets for events/activities/education: Kay Parent distributed to members a table for planning the budget for the 2010 year. Monies spent for 2009 was reported and possible expenditures for 2010. Kay asked that members review the table for discussion at future meetings.

Events Staffing: Kay Parent reviewed the upcoming events that the BCTF would like a table staffed in 2010. She sent a sign up sheet around for staffing the event and thanked everyone for signing up. The events were: CareWalk on May; Kettering Foundation's Women's Wellness Fund Walk on May; Breast Cancer Foundation Bowling over Cancer on August; and American Cancer Society's Making Strides against Breast Cancer.

Video Contest: The contest was promoted at a conference for high school technology. Schools were invited to participate in the contest and the first 10 schools who contact the committee will be accepted into the contest. Updates will be given in the future.

Healthy Mom's Luncheon and Awards: Kathy Haught presented the discussions of the Executive Meeting concerning the Healthy Mom's Award and Luncheon. It was felt that the event had outlived its purpose of promoting the BCTF in the community and recognizing "Healthy Moms", the event was becoming more labor intensive than the benefits that were received, and the recognition in the community was not occurring. Discussion was opened to the members. Members approved to discontinue the Healthy Mom's Luncheon and Awards.

At this point the business meeting was adjourned and the members then did "pinning" and "cutting" of patterns for Stitches United.

Round Table: No announcements were given to the Secretary for inclusion into the meeting minutes.

Next BCTF Meeting:

Tuesday, February 16, 2010 8:15am at Premier Community Health

Respectfully Submitted,
Kathy Haught, Secretary

Breast Cancer Task Force of the Greater Miami Valley
Planning Budget

Committee/Event	2009	2010	
Healthy Mom's Lunch	\$139.60	0	
Video Contest	\$118.60 traveling trophy Engraving paid 10 yrs	0	
Marketing	0	\$300 Printing brochures & bookmarks	
Membership	0	0	
Speaker	0	0	
Paint the Square	Inkind	0	
Education	Grant funds through ACS for Resource Guide	\$200	Will continue to seek grant funding



Response to Media Breast Cancer Information

Clarifying confusing or controversial issues by the media is an appropriate responsibility of the Breast Cancer Task Force of the Greater Miami Valley (BCTF). Any member of the BCTF may contact the chair with his/her concern and details of the information in question.

The chair will confer with the professional review committee* (PRC) of the BCTF. If the PRC deems a response is appropriate, the BCTF chair shall contact the Medical Director of the BCTF, state the issue of concern and ask the Medical Director how he/she wants to respond. The PRC may write a response to the media information as directed by the Medical Director. Supportive material/data may be supplied by BCTF members as applicable.

The Medical Director will send the response to the chair of the BCTF. The chair will give the response to the Marketing Committee for distribution. The Marketing Committee shall serve as the BCTF Public Information Officer.

If the Medical Director cannot be reached in a timely manner, any member of the PRC may respond on behalf of the BCTF, after discussion with at least 2 other PRC members.

The PRC will also develop a list of specific talking points on the specific issue of concern and distribute it to the Marketing Committee who will distribute to all BCTF members.

* persons to be appointed to the PRC: Sharon Kershner, Ann Lensch, Kathy Haught, Nancy Thoma, Michelle Upshaw, or persons in similar positions

January 11, 2010 updated