

**Breast Cancer Control Advisory Board (BCCAB)
Meeting Minutes**

November 28, 2023

Attending Board Members:

Co-chair Dr. Jerri Fant and Dr. Ronda Henry-Tillman, Dr. Danna Grear, Dee Collins, Sharon Parrett, Alicia Storey and Dr. Hope Keiser

Absent Board Members:

None

Arkansas Department of Health (ADH):

Rhonda Brown, Cheryl Roland, Michael Koch, Angela Brown, Jessica Nease, Rebecca Hallmark, Christy Jackson, Reginald Rogers, Laura Shue, Brandy Sutphin, Rachel Johnson, and Meg Mirivel

Other Organizations:

No representatives attended the meeting.

I. Call to order:

Dr. Ronda Henry-Tillman, co-chair, called the meeting to order at 5:02 pm.

II. Review and approval of meeting minutes from May 2023, quarterly meeting.

Dr. Ronda Henry-Tillman asked for a motion to approve the minutes from November 28, 2023

A correction to the date for meeting minutes to May 23, 2023, was proposed. Dr. Jerry Fant made a motion to approve the meeting minutes with the correction and Sharon Parrett seconded, which was approved on a voice vote.

A. Comments from members of the public

There were no public comments.

III. Reports

A. BreastCare Non-Federal Revenues and Expenditures July 1, 2022, through September 30, 2023

Michael Koch, Cancer Section Budget Analyst, presented the first quarter budget report. Mr. Koch reported a revenue of \$756,095 and expenditures of \$684,693. Mr. Koch was asked if the budget was flat throughout the year and explained the normal fluxes that occur. Mr. Koch said that 22% of the budget had been expensed and that with it being the first quarter this was on track. Mr. Koch showed that \$411,266 had been spent on clinical services verses \$185,753 administrative expenses. Dr. Ronda Henry-Tillman asked about what was included in clinical services, and Mr. Koch explained what costs are classified as clinical and showed how the funds are split between the main categories of expenses. Dr. Danna Grear asked if the reserve funds go up every year, and Mr. Koch answered that there are some years that the reserve funds are used and others that surplus is added to the reserve funds. Dr. Ronda

Henry-Tillman asked if the contracts stay flat year over year, and Mr. Koch explained that while there are small changes in the budget generally, contract do not change.

B. FY2024 First Quarter Enrollment Report

Cheryl Roland, BreastCare Data and Information Systems Administrator, presented the first quarter enrollment report. Ms. Roland reported the program enrolled 3,205 women, which is almost 500 more women than the same timeframe last year. Of this total, 2,081 were enrolled into a federally funded plan and 1,124 were enrolled into a state funded plan. Ms. Roland also reported the number of cancer and precancer diagnoses.

C. Contracts FY2024 First Quarter Reports

Rhonda Brown, Cancer Section Chief, presented the first quarter contract report for FY24. St. Francis Community Clinic in Northwest Arkansas reported total eligible women was 975. Of these 256 received a CBE, 43 had a Pap test, 42 had a HPV test, nine received mammogram referrals and 625 received multiple services. Twenty-four women were navigated for screening and two for diagnostics.

Ms. Brown reported the cancer screening rates for 12 clinics collected by the Arkansas Foundation for Medical Care. The baseline for breast cancer screening was 50.6% with first quarter results of 51.8%. Cervical cancer screening rates for the 12 clinics showed a baseline of 55.8% with first quarter results of 56.4%.

St. Bernard's mobile mammography served 9 different counties, participated in 39 events including four worksites and 35 after-hours events. They had 527 referrals, 373 screened, 11 BreastCare enrollees, 11 BreastCare women screened, two diagnostics and one breast cancer diagnosis.

UAMS Mobile Mammography served three different counties and participated in six events including two worksites and one after-hours events. They had 64 referrals, 51 screened, 19 BreastCare enrollees, 10 screened, five diagnostic and zero breast cancer diagnosis.

D. FY2023 First Quarter Social Media Outreach Report

Meg Mirivel, Director, Office of Health Communications presented the first quarter social media report. Facebook had two post focused on eligibility for the BreastCare program and encouraging screening with 4,551 and 4,754 post reach respectively with 24 total post reactions and 24 total shares. Instagram had two posts with 138 and 4,551 post reach. Twitter has two posts with 838 and 702 impressions and 16 total engagements.

IV. Other Business

Dr. Jeri Fant checked on her application to renew her board term and confirmed it was received at the Governor's Office of Boards and Commissions, but has not received a renewal at this time.

The board vacancy for Radiation Oncology was discussed and an interested person has been identified.

The board members discussed expiring board terms and renewing applications for board terms. The board discussed that one member's term had expired in January 2023 and had

made application for term renewal, but has not received a renewal at this time. The board noted that three additional members' terms would expire in January 2024, with one vacancy in the board remaining. The board was concerned that a quorum may not be established at future meetings without new appointment terms issued. Reginald Rogers directed the board members to the Governors' Office reappointment website to complete the online application and Laura Shue shared the Governor's Office of Boards and Commissions contact information.

Rhonda Brown shared the board membership list and term dates.

Laura Shue shared the legislation related to the creation of the Breast Cancer Control Advisory Board (Breast Cancer Control Program 20-15-1304).

V. Closing

Dr. Rhonda Henry-Tillman made a motion to adjourn, and Dr. Hope Keiser seconded with no opposition. The meeting adjourned at 5:50pm.

The next BCCAB Quarterly Meeting is scheduled for February 27, 2024