



NATIONAL ONCOLOGY STATE NETWORK

PROGRAM TEAM TELECONFERENCE

MONDAY, NOVEMBER 5, 2018

8am Hawaii/9am Alaska/ 10am Pacific/ 1pm Eastern

Phone # 866-423-8755 and enter Passcode 858324#

Present: Dr. Miller (*Chair*); Wendy Alfaro; Nichole East; Diane Gerards-Benage; Fran Spine; and Tammy Thiel.
Absent: Mariana Lamb.

MINTUES

I. 2019 Annual Meeting - Old Business:

A. **Location:** Hawaii - Kahala Resort - www.kahalaresort.com

B. **Date:** Wednesday, June 19 – Sunday, June 23, 2019.

C. **Schedule:**

Wednesday, June 19th

Committee Member Arrival & Dinner

Thursday, June 20th

10am

Breakfast in Hotel Restaurant & Team Meeting

12pm- 4pm

Group Arrival

5:00pm

Check into Hotel

5:55pm

Meeting in Lobby for Transportation

6:00pm

Reception/Dinner at Dr. Miller's home.

Friday, June 21st

8:30am

Breakfast

9:00am

Meeting

12:00pm

Working Lunch

4:00pm

Meeting concludes

5:30pm

Meet in Lobby for departure

6:00pm

Luau Dinner

Saturday, June 22nd

8:30am

Breakfast

9:00am

Business Meeting

11:00am

Free Time

Sunday, June 23rd

Departure

Update: Only Committee Members (*Amy, Dawn, Diane, Dr. Fong, Dr. Miller, Maria, Mariana, Mary Jo, Nichole, Ricky, Sheryl, Tammy, and Wendy*) will arrive on Wednesday. This will use up some of the required room nights and will afford the committee time to meet on Thursday Morning to review the Schedule/Agenda of the Annual Meeting. The rest of the partners will arrive on Thursday. The reception and dinner at Dr. Miller's Home would cost approximately \$7,230. The Plumeria Restaurant at the hotel would cost approximately \$100pp = \$5,100. The restaurant has space available; we just need to make a reservation in advance.

2019 Annual Meeting (cont.)

Schedule: (cont.)

Discussion:

Dr. Miller stated that the Plumeria Restaurant is a large beachfront restaurant; however, it can get rather loud.

Action:

Dr. Miller will be at the hotel this weekend for another event and will speak with the Catering Manager regarding other options, including the various buffet dinners available. He will also speak with Chef Andrew Stone (Caterer) to obtain a more precise cost estimate. Dr. Miller graciously concurred if the hotel is less expensive, we should consider the move.

D. Estimated costs: \$102,051.46 (Attached)

The following costs were removed to reduce the overall costs.

1. Reduction of one day - By shortening the program by one day, it will reduce costs by approximately \$20,000.
2. Moderator - Mariana with the help of the Finance & Program Team Members will moderate the meeting.
3. Coordination Fee - Allen Greenstein's services have been cancelled. The NOSN Staff will take care of the transportation, dinner details, etc. This will save approximately \$4,500.
4. Transportation – Everyone will use Uber instead of a Transportation company. This will save between \$500-800 dollars.

Discussion:

Everyone agreed with the removal of the extra costs mentioned above. Dr. Miller confirmed that the Uber costs from the airport to the hotel are in the \$37-47 dollar price range.

E. Attendees: (Attached)

Partners – 24 + Spouses 23 =	47
Sponsors – 2 + Spouse 2 =	4
Total =	51

F. Agenda Topics:

1. Partner participation.

Discussion:

Attendance has become a problem for more than half of the partners are not participating. The Finance Team discussed changing the Bylaws to state: “partners must attend at least 75% of meetings in order to attend the Annual Meeting” and adding a “separate class for physicians to be members, without the attendance requirement.”

Action:

The Program Team agreed with these comments and looks forward to discussing further on the Partner call on November 14th.

2. Partner engagement in soliciting sponsors.

Discussion:

The Team agreed that ALL partners are financial stewards of NOSN and should encourage and solicit sponsorship.

Action:

Nichole will follow up with Ellen Ivey regarding JNJ's continued support. Dr. Miller will follow up with his Genentech contact to see if he is interested. Diane will follow up with her IPSEN representative.

2019 Annual Meeting (*cont.*)

3. Team Reports
4. 2019 Initiatives
5. Other -

Action:

The Agenda will be refined, as we get closer to the program.

II.

Next Meeting:

- A. Monday, December 3rd at 8am-HST/ 9am-AST/ 10am-PST/ 1pm-EST.

The meeting adjourned at 10:27am.