

1 Meeting Logistics

NAME OF MEETING: PCC Evaluation Subcommittee Meeting	
Date	3/11/2025
Time	9 am
Location	Teams Meeting
Purpose: Quarterly Meeting	

2 Attendees (Name and Organization):

NAME

Wojtowicz, Mark J. (co-chair)
 Barry, April
 King, Jen
 Tillman, Andrea
 Zeigler-Johnson
 Heather Batson
 Rullan, Victor
 Ross, Tina
 Full attendance log
 Could not be accessed

ID	DESCRIPTION	OWNER
1	Mark Wojtowicz and April Barry opened the meeting; Reviewed of Agenda 1) Welcome and Introductions 2) PCC Satisfaction Survey Administration-2025 Updates 3) Recruitment for co-chair 4) 2025 Work Plan updates	MW and AB
	Each member of the Subcommittee Introduced Self and Organization	ALL
	1) Update: Annual Satisfaction Survey will be administered during PCC meetings via polls; reinforce all poll questions anonymous with members 2) Administering only during PCC meetings, does not capture all active members-missing key groups-investigate administering also during some workgroup/subcommittee meetings/via email polls	AB and JK HB, MW, JK and AB

	<p>Update: 2025 Annual workplan/action Plan Workgroup Agreed on the follow for 2025-2206</p> <ul style="list-style-type: none"> • Evaluate the functioning of the PCC with the Annual Survey Satisfaction • Provide evaluation support and resources for workgroups/subcommittees/members of PCC (via development of evaluation resources/webpage for the PCC website • Collaboration with HE Subcommittee-PCC Recruitment-increase membership and engagement of populations that are under-represented within the PCC and represent the populations with the highest burden of cancer <p>A. Compile list via email prior to next meeting</p>	<p>AB</p> <p>ALL</p>
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4	Recruitment for co-chair	MW
5	Next meeting will be May 13, 2025 @ 9 am	AB