

**Breast Cancer Research Council Meeting Minutes**  
**January 18, 2008: Council Meeting**  
**San Francisco, CA**

**Members present:** Roxanna Bautista, Chris Bowden, Laura Fenster, Karren Ganstwig, Diane Griffiths, Angela Padilla, Catherine Quinn, Maria Wetzel, Mary Alice Yund

**Members absent:** Crystal Crawford, Shelley Hwang, Gordon Parry, Klaus Porzig, Jan Schnitzer, Sherrie Smalley

**Staff:** Natalie Collins, Janna Cordeiro, Lyn Dunagan, Larry Fitzgerald, Claudia Grossman, Katherine McKenzie, Lisa Minniefield, Catherine Thomsen, Walter Price

**I. Call to Order**

The meeting was called to order at 9:06 a.m. with opening instructions from Chair Angela Padilla and brief introductions from each council member. CBCRP Director Mhel Kavanaugh-Lynch was called away on a family emergency; Janna Cordeiro will be presenting the Director's Report. Walter Price announced his retirement at the end of June.

**II. Minutes**

The council reviewed the minutes from the last meeting.

**MOTION:** Maria Wetzel moved (Mary Alice Yund seconded) that the council approve the November 30 minutes. The motion passed unanimously.

**III. Joining Forces Conference Awards:** Catherine Quinn presented an overview of the two LOI and one full application for Joining Forces Conference Awards, and she summarized the Outreach Committee's discussions about them. The applicants that sent in a full application did so because of time constraints—their event is at the end of February. An LOI is not a requirement for a Joining Forces application.

Council members discussed the three projects.

**MOTION:** Catherine Quinn moved (Karren Ganstwig seconded) that the council approve the full application for the February event with an award for \$15,000, on the condition that the award will fund travel and registration fees for participants from California community organizations that are currently providing psychosocial services to breast cancer patients. The motion passed unanimously.

Council members agreed that the two LOIs were of sufficient interest. The applicants will be advised to submit applications that address the council's issues. When the applications arrive, the Outreach Committee will review and discuss them via conference call, and they will present their recommendations at the March meeting.

**IV. Director's Report:** Janna Cordeiro shared the recently-released state budget, and council members discussed the impact of the overall cuts. The CBCRP's appropriations, which come from separate allocations, will remain at \$12.7 million, plus approximately \$700,000 from the voluntary tax contributions. These amounts are the same as they have been for the past two years. The state budget implements cuts across all state programs equally; it is possible that the state legislature may implement further cuts to UC as they negotiate revisions. More information will be shared with the council as it becomes available.

The Program is collaborating with other funding groups in order to share knowledge, reduce the duplication of efforts, and initiate new collaborations. Council members were presented with a list of current collaborations in which staff and Mhel are participating.

**V. Priority Setting:** Janna Cordeiro presented an overview of the priority-setting process, the criteria values held by the Program, a timeline of the process, and an analysis of the Program's current portfolio. The priority-setting process is a five-year, five step, data-driven group decision-making process by which the Council develops goals and strategies for the subsequent five years of funding.

The Program is also participating in an evaluation of the International Cancer Research Partners. Janna presented a comparison between CBCRP funding and the overall ICRP portfolio. The evaluation results indicate that the CBCRP is generally not very different from the larger ICRP, though there are greater differences in some of the subcategories. Staff presented analyses of the strengths and gaps in the Program's four priority areas.

This portfolio analysis and overview provides a foundation for discussion as the council moves through the priority-setting process. Some of the questions that may arise include: maintaining the 30 percent set-aside for the Special Research Initiatives; the need for more research directed towards Latina and African American women; the challenge of achieving high impact in smaller minority populations, which does not necessarily correlate to high impact within larger populations; and the unique research opportunities that only available in California.

**VI. Cycle 14 Funding Update:** Larry Fitzgerald presented a tally of the cycle 14 Core Funding applications received, compared to last year. There were few changes. Natalie Collins presented an update of the Community Research Collaboration concept papers, which show a good progression of pilot awardees applying for full awards. In-depth technical assistance with the concept paper applicants will continue until the deadline for the full applications.

**Working Lunch:**

*Meet a Member:* Karren Ganstwig described her background, motivation, and experience with breast cancer.

*Committee Reports: Outreach Committee*—Catherine Quinn reported that primarily because of the cost savings, the committee is proposing moving the symposium to every

three years instead of every two, which would push the next symposium to 2010. Money not spent on the symposium will fund research. The Program wants to preserve the benefits of the face-to-face interactions at the symposium—the networking and information sharing opportunities. The committee also considered changing the symposium to a one-day event, but came to consensus that compressing the symposium into less than 2 days would be detrimental to the event’s effectiveness.

**MOTION:** Maria Wetzel moved (Catherine Quinn seconded) that the next symposium be put off until 2010. The motion passed unanimously.

The Outreach Committee will continue to explore smaller networking opportunities between symposia.

**VII. SRI Progress Report:** Maria Wetzel presented an overview of the Special Research Initiatives and its progress to date. The 10 ideas formulated after the Strategy Team meetings are now being developed further within work groups. The Steering Committee will then package the developed ideas and present them to the council at the March meeting. The council will then vote on allocating the \$18 million. Council members are urged to become familiar with the 10 ideas and to be at the March meeting in order to vote. Catherine Thomsen will forward a copy of the template to council members.

**VIII. Programmatic Review:** Larry Fitzgerald presented the overall goals, guiding principles, process considerations, and instructions for the programmatic review. Council members split into smaller groups and walked through a mock review, and then discussed their observations of methods and tactics that they felt worked well. Council members are invited to attend any scientific review committee, as long as it does not include any of the applications that are in their assigned programmatic review committee.

The meeting ADJOURNED at 2:15 p.m.