

Breast Cancer Research Council Meeting Minutes
March 16, 2007: Council Meeting
San Francisco, CA

Members present: Crystal Crawford, Amy Kyle, Anuja Mendiratta, Angela Padilla, Mark Pegram, Catherine Quinn, Lisa Wanzor, Maria Wetzel

Members absent: Moon Chen, Diane Griffiths, Gordon Parry, Klaus Porzig, Kurt Snipes

Staff: Janna Cordeiro, Mary Daughtry, Lyn Dunagan, Larry Fitzgerald, Mhel Kavanaugh-Lynch, Katherine McKenzie, Walter Price, Catherine Thomsen

Guest: Wendy Max, Ph.D.

I. Call to Order

The meeting was called to order at 9:00a.m.

II. Programmatic Review

Larry Fitzgerald reviewed the scientific review committee rosters and the final breakdown of the total applications received, including the group of applications that arrived subsequent to the last council meeting (CRC, IDEA-renewal, and Translation). There were 218 applications received. In response to council request, there has been a slight change in the review schedule. On April 10, a list of the bottom 25 percent of applications scored in the first four review committees will be eliminated from the programmatic review. On April 26, the final tertile cutoff list will be sent to the council. Scores are due from council members on May 3, and the funding meeting will be in San Francisco.

The staff demonstrated a mock review, and the council conducted a mock review. Members discussed the scoring and where the programmatic review committees might focus their discussions. Council members were reminded to indicate conflicts of interest with the staff. The council also discussed whether taping the committee sessions was essential to the process. The staff will check with University of California's General Counsel to determine whether the taping is a legal requirement or a policy requirement.

III. Guest Speaker: The Cost of Breast Cancer in California

Wendy Max presented some of the results of her CBCRP-funded research into the cost of breast cancer in California, specifically estimates for the direct cost of treatment and estimates of the lost productivity due to the death of the patient.

IV. Minutes

The council reviewed the minutes from the last meeting. Three changes were requested:

- Section III.: "There is a slow reduction in..." will be changed to "There was a decline in..."

- Section III: "...work with them to improve their applications..." will be changed to "work with them to improve their projects/applications..."
- Section IV: remove the last sentence

MOTION: Maria Wetzel moved (Amy Kyle seconded) that the January 19, 2007, minutes be approved with the above changes. The motion passed with one abstention.

V. SRI

A. Director Report

Mhel Kavanaugh-Lynch described David Williams' background and expertise. She updated the council on the progress of the State of the Science review paper. Draft versions of chapters that are nearing completion will be made available on the website, as will be the executive summary and copies of the slideshow presentation that is being used for the stakeholder meetings. The Strategy Team will meet July 19-20, September 17-18, and November 15-16. The council will be notified when drafts and updates are posted online. We're still on target to discuss strategy in January. A resource database is being developed to collect information on all available resources, which will help the strategy team make decisions on how to create/approach research opportunities. Mhel asked for suggestions regarding affiliations, research infrastructures (including capacity), data resources, and people.

B. Steering Committee Member Report

David Williams, via phone conference call, described his work on the State of the Science review paper. His chapter reviews what is known about the neighborhood factors in breast cancer and explores opportunities that may advance our understanding of these factors. This chapter is nearing completion.

C. Stakeholder Meetings

Catherine Thomsen handed out flyers and postcards, and encouraged council members to attend one of the meetings. Council members were also encouraged to continue spreading the word about the meetings. Co-sponsors are helping with the outreach, but we would like to attract other groups, like environmental justice, advocacy, and health; and social disparities groups. The goal of these meetings is to gather ideas for targets for research, and online brainstorming will also be available outside of these meetings.

VI. Meet a Council Member

Crystal Crawford described her work outside of the council.

VII. New Business

A. Chair and Vice-chair Nominations

Lisa Wanzor announced that she will be going on sabbatical; the May funding meeting will be her last. She opened the floor for nominations.

- Amy Kyle nominated Maria Wetzel for vice-chair. Anuja Mendiratta seconded. Maria accepted the nomination

- Anuja nominated Angela Padilla for chair. Mark Pegram seconded. Angela will consider accepting the nomination.
- Lisa Wanzor nominated Mark Pegram for chair. Angela Padilla seconded. Mark accepted the nomination, with a caveat involving a possible announcement at the next meeting.

B. Joining Forces Conference Award—Walter Price described the Outreach Committee’s discussion and recommendations of a recent application. The project, involving patient navigation service providers, builds on previous meetings and would help to build a framework or network of service providers, and develop best practice standards and tools. Council members voiced their support for the project and discussed suggestions to improve the outcomes; specifically, they would like to see the applicant expend greater efforts to outreach, including scholarships for smaller groups; marketing; and dissemination of the results, such as a published directory.

MOTION: Amy Kyle moved (Anuja Mendiratta seconded) that the project be funded at \$15,000, contingent on spending \$5,000 for scholarships, outreach, marketing, and dissemination. The motion passed unanimously.

C. Announcement

The June meeting (June 14-15) will be held in Los Angeles. Council members were polled on whether they would be able to attend, under the concern that too few members would be able to attend. Four members confirmed their attendance; two may have conflicting calendars. Staff will contact the absent members to poll their availability.

D. Council Nominations/Recruitment

Mhel Kavanaugh-Lynch announced that she is soliciting nominations for new council members, and described the desired balance of representatives, such as experience and locale. Council members offered suggestions, and were encouraged to continue to forward their suggestions to Mhel. Council members also discussed whether former council members could serve subsequent terms and the barriers to serving as a council member, such as the length and frequency of meetings. Many of the elements within the full council meetings were added at the request of previous councils; some elements create a better, more dynamic experience and increase the level of participation, and some elements may no longer be necessary. Further discussion was tabled for a future meeting.

VIII. Committee Reports

A. Outreach—Angela Padilla presented the draft symposium schedule and reported that planning is progressing well. Maria Wetzel reported that the committee learned that a possible media event on Friday evening won’t be well attended, so the committee has moved it to 12:30pm Friday. The committee will continue to pursue options and topics for this event.

Rumors that both the ASCO and Department of Defense are holding their big events on the same weekend as the symposium may cause us to change the date of our symposium. Staff will investigate further.

B. Evaluation—Lisa Wanzor reported that the committee is still gathering information on evaluating innovation and creating a meaningful evaluation process for the IDEAs. In the past, the council has invited experts to speak about topics of interest to inform the priority-setting process. Possible topics were discussed, and council members were invited to suggest additional topics directly to staff. The committee is also discussing developing an evaluation schedule for all the award types and discussing the best way to bring in data on current funding into the priority-setting process.

The meeting ADJOURNED at 3:40 p.m.

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