

Breast Cancer Research Council Meeting Minutes

June 1, 2002

Oakland, CA

Members Present: Teresa Burgess, Ellen Mahoney, Tammy Tengs, Sandy Walsh, Anna Wu, Hoda Anton-Culver, Elaine Ashby, Akua Jithadi, Georjean Stoodt, Craig Henderson, Diana Chingos, Irene Linayao-Putman, Sue Blalock

Members Absent: Robert Carlson, Florita Maiki, Lauren John

Staff Present: Janna Cordeiro, Laurence Fitzgerald, Charles Gruder, Marion Kavanaugh-Lynch, Katherine McKenzie, Walter Price, Mary Daughtry

I. Call to Order and Introduction:

Chair Terri Burgess called the meeting to order at 9:30 a.m.

II. Approval of April 19, 2002 Minutes: (*Attachment 1*)

The first sentence of Section C: Tax Check-Off was corrected to read "Breast Cancer Research Fund" in place of Breast Cancer Fund.

Pg 2, Section E: Wayne Bill on Cigarette Taxes was corrected to read "This would provide additional funds of approximately \$200,000 to the Breast Cancer Fund" in place of "\$200,000 to any special funds".

Motion: It was M/S/P to approve the minutes as corrected.

III. Cycle VIII Funding: (*Attachment 2*)

The Council met in five different Programmatic Review Committees to review applications and develop funding recommendations. The Council then reconvened with each committee presenting its recommendations

Mhel began by reviewing the Cycle VII Resource Allocations which reflect the various award types and funding for Cycles I through VII. A total of \$15,547,947 is available to fund Cycle VIII grants. The CRC and Diversity Award Supplement grants are being considered separately with a proposed allocation of \$260,000.

Applications received for Cycle VIII were divided into primary and complementary categories and then into top and bottom tiers. It was determined that twenty one percent of the applications received for funding were primary and forty three percent complementary.

The Council discussed options for selecting applications to place on a "pay if" list.

Three of the Cycle VIII grants along with all the Diversity Supplement Award grants were designated to be paid from **Tax Check-off** funds: 7BB-1901, 7BB-2400, 7KB-0085, 7PB-0051, 7PB-0126, 7PB-0070, 7PB-0128; 8AB-1800, 8WB-0066 and 8EB-0106.

Based on the Council's discussions, the attached list represents the selected grants recommended for the Cycle VIII grant portfolio.

IV. Director's Report:

Council Resignations

Mhel reported that she has received 2 resignations from the Council. Florita Maiki is unable to meet the obligations of the Council and would like to make her seat available to someone who has more time. Lauren John has had recent changes in her family and life that make it impossible for her to continue on the Council. Replacements will be recruited from the current pool of nominations.

Council Nominations

Mhel reported that she has not completed reviewing all possible candidates for the council, but she has a slate of very strong candidates that she is asking the Council members to individually review and comment on at this meeting. A response form was passed out.

Fundraising

Laura Talmus Associates continues to work on fundraising on several fronts. They are pursuing a number of promising leads on foundation support. They are also continuing to recruit members of the Executive Team, to be led by Sherry Lansing. They are also pursuing a number of employers for tax check-off rallies for next spring, as well as a number of sources to reach tax accountants/preparers. Meanwhile, BCRP's website and logo are being re-designed, for roll-out in the fall.

Environmental Summit

Mhel attended the 3-day International Summit on Breast Cancer and the Environment last week in Santa Cruz. She moderated one session and was a speaker on community participatory research in another session. Numerous suggestions were generated at the conference for research on the environment and breast cancer; these will be prepared in a final report and will be presented to the Council at a future date.

V. Committee Reports:

A. Outreach Committee:

Symposium: Terri Burgess reported on the progress of the 2003 Symposium scheduled to take place on September 12-14, 2003 at the San Diego Convention Center.

The general structure of the symposium is broken down over three days, offering a series of workshops, technical, plenary and breakout sessions, poster presentations, a keynote speaker and a mixer reception.

Newsletter: The next newsletter is scheduled for release by the end of Summer and is expected to highlight a recap of the symposium and include some council responses to questions that were raised during the "From Action to Research" BCRP Listens session.

Media Outreach: The Pacific Group has agreed to assume responsibility for the cross-promotion of the Wellness Project funded by BCRP, construct articles that focus on the grant award announcements, and offer BCRP scientist's media training.

B. Evaluation Committee and Priority-Setting Committee:

Evaluation: Anna Wu reported that the New Investigator study is being prepared for publication and Janna is hoping to have a printed version of the report done by the end of the summer. Janna is still collecting data for the IDEA awards study and has had some delays because the PI's have not been getting back to her. Nonetheless, her goal is to have the report finished by the time she goes on leave in August. The findings from the study will be presented at the September Council meeting.

Priority-Setting: The committee has worked hard to fine tune the priority-setting process and the Council will engage in both short-term and long-term priority-setting activities at this meeting with the guidance of Consultant Marj Plumb who will act as the facilitator.

VI. Mission Statement:

Mhel reported that the sub-committee had submitted ideas and was in the process of refining them. Once final recommendations have been made, the committee will present to the full council.

VII. New Business:

A. Election of Chair and Vice Chair: (Attachment 4)

Anna Wu was elected as chair and Sandy Walsh as Vice Chair by a unanimous vote.

B. 2002-2003 Calendar: (Attachment 5)

Discussion of the 2002-2003 Calendar was deferred until the next Council Meeting.

VIII. Adjournment:

The meeting was adjourned at 4:30 pm.