

Breast Cancer Research Council Meeting Minutes
June 10, 2011: Council Meeting
Oakland, CA

Members Present: Lisa Barcellos (programmatic review discussion by phone only), Susan Braun, Terri Burgess, Moon Chen, Ysabel Duron, Laura Fenster, Jim Ford, Carlina Hansen, Kathy Kamath, Cacilia Kim, Michael Moffett, Jeanne Rizzo, Donna Sanderson, Naz Sykes

Members Absent: Sora Park Tanjasiri

Staff : Senaida Fernandez, Larry Fitzgerald, Barbara Heilmann, Mhel Kavanaugh-Lynch, Katie McKenzie, Catherine Thomsen

I. Call to Order: At (11:00am), after the programmatic review sub-committees concluded their deliberations, Jeanne Rizzo called the council meeting to order.

II. Cycle 17 Funding: By unanimous consent, the council approved the slate of research projects selected for funding during the closed session programmatic review.

III. Approval of Minutes: The approval of the March minutes was postponed until the next council meeting.

IV. Chair and Vice Chair Election: By unanimous consent, the council elected Terri Burgess (Chair) and Susan Braun (Vice-Chair). The council agreed that the outgoing chair, Jeanne Rizzo, will stay on the council for one more year as chair emeritus.

V. Staff Reports:

A. SRI Report: Catherine Thomsen reported on Special Research Initiative progress. The SRI Planning Partnership met several times and is in the process of composing the new SRI Steering Committee. Half of the members are confirmed including David Williams, Julia Brody and Margaret Kripke. Ad hoc members from the Susan G. Komen for Cure and the Avon Foundation for Women will join the meetings and teleconferences as non-voting members to facilitate opportunities for collaboration. The Partnership is still recruiting an advocate member and experts in breast cancer prevention and policy research to the Steering Committee. The goal is to convene the first meeting in June. The Partnership is drafting a strategic plan for the Steering Committee to review and to bring to the council in September.

Catherine also reported on the progress of the ongoing SRI Initiatives. All initiatives are making progress toward their milestones and some are reaching the end of their projects. Catherine reported one major change to Race & Ethnicity in Stage-specific Breast Cancer Survival Initiative. The Kaiser Permanente Pathways Study has withdrawn from the consortium due to a publication dispute. Terri Burgess requested an update to the council at the next meeting to determine the impact of the withdrawal on the initiative.

B. Community Research Initiatives: Senaida Fernandez reported on the progress of the community collaboration initiatives. She has begun site visits to current grantees and technical assistance for current and prospective grantees including webinars in the Fall. She also announced the launch of the NIH grant sponsored Creating Research Infrastructure to Better Science (CRIBS) workshops, which will provide training in community-based participatory research into the environment and/or disparities and breast cancer. The workshops will be held through California beginning in June through August. The workshops are being organized with the help of a new staff member, Dana Pong and San Jose state intern Carly Flores who will be introduced in person at the next council meeting.

C. Director's Report: Mhel reported that CBCRP will host the International Cancer Partners meeting, April 22-25, 2012 at Cavallo Point. Mhel described the meeting structure and goals, and invited council members to attend the open session. She reported that there were no changes to the CBCRP budget from the previous budget. The CBCRP is down \$1.5 million from the previous year. The TRDRP budget was increased, but the CBCRP is decreased, both attributed to tobacco sales. Jeanne asked whether Mary Croughan can help straighten out this issue. Mhel discussed the ramifications of the California budget cuts to UCOP and their potential effects on RGPO programs and the shared costs to CBCRP. The UC Budget was cut by \$500 million presuming that tax increases are voted in. An additional \$500 million may be cut if there is no tax increase, in which case additional RGPO programs will be cut. Hiring is on hold and Mary will have a conference call with the council once the situation settles down enough to put a plan in place.

VI. Evaluation Committee Report: Terri Burgess gave an overview of the progress of Janna Cordeiro and the Evaluation committee in evaluating the RGPO re-organization. She described the surveys that are in progress and the timeline for gathering additional data through March 2012. The final report is scheduled to be completed in March 2012.

Terri gave an in-depth report of the applicant survey, particularly regarding their experience with the Letter of Intent process. In general, the applicants were satisfied with the LOI process and the technical assistance they received. The primary area of dissatisfaction was the repetitive forms. Terri suggested that the staff and council review the forms and identify ways that they could be simplified.

VII. Core Funding: Mhel presented the survey results from the advocate observer survey and reviewer survey. The results were generally positive. The reviewers accepted the necessity of iLinc meetings, but thought that in-person meetings were more effective. Mhel described a scenario for reviewing all of the applications in two or three face-to-face meetings for only a slightly higher cost than the iLinc meetings. Larry Fitzgerald provided his analysis of the cost comparisons between iLinc and in-person meetings. He found that the cost for the strategy we used this year, two iLinc meetings and two in-person meetings, and the one considered for next year, three in-person meetings is only about 10% less (about \$8,000).

MOTION: Terri Burgess moved (Moon Chen seconded) that based on the cost estimate comparison, the findings of the reviewer survey, the vast experience of the council as grant reviewers, maintaining the quality of the funded awards*, council directs staff to conduct 2012 review committee meetings in-person. The motion carried unanimously.

*Moon added the comment that the CBCRP grants are counted as equivalent in quality to NIH grants in all eight cancer centers based on the rigor of the peer review process. It is important to maintain the world-class quality of review process and it's not just about the cost.

Larry Fitzgerald presented the draft text for Call for Applications. The council discussed ways to make the advocacy instructions clearer and the advocacy participation in the research stronger. Terri suggested and the council agreed to form an ad-hoc advocacy committee to develop a plan for strengthening advocacy involvement in applications submitted in the 2012-2013 funding year. Donna Sanderson agreed to chair the committee and Naz Sykes and Cacilia Kim agreed to serve on the committee. Kathy Kamath agreed to serve on the committee as a consultant. An incoming scientist council member will also be invited to join committee. The council recommended making the following changes to the 2012 Call for Applications: 1) add the LOI requirement that the PI identify and contact a possible advocacy group or advocate who would be willing to participate if LOI is accepted 2) add the application requirements that the advocate is paid; that the advocate is an appropriate partner with access to a network and can represent the population relevant to the study (e.g., in terms of demographics, geographic area, etc.) and the PI should meet with the advocate at least quarterly 3) add a sidebar that describes why advocacy is important and how the partnership can be beneficial to both researchers and advocates. The council also decided that a section that describes how advocacy will be assessed during the programmatic review and gives examples of what an advocate is should be included in the application materials. The council recommended that the report section of funded grants should include a specific section describing advocacy partnership activities.

VIII. Announcements: Ysabel Duron announced that the Latinas Contra Cancer will sponsor their annual National Latino Cancer Summit July 23-25, 2012 in San Francisco. The topics at the Summit will cover cancer and the environment, from science to social justice. All are welcome.

IX. Adjourn: Jeanne Rizzo adjourned the meeting at 3:50pm.