

Breast Cancer Research Council Meeting Minutes
May 20, 2005: Council Meeting
Oakland, CA

Members present: Kim Pierce, Jackie Papkoff, Jim Ford, Lisa Wanzor, Michael Figueroa, Christine White, Dorothy Bainton, Kathy Walters, Moon Chen, Janet Howard-Espinoza, Carol D'Onofrio, Kurt Snipes, John Morgan, Amy Kyle, Vicki Boriack

Members not present: Debra Oto-Kent

Staff: Mhel Kavanaugh-Lynch, Walter Price, Larry Fitzgerald, Janna Cordeiro, Katherine McKenzie, Lyn Dunagan, Natalie Collins, Roslyn Roberts, Larry Gruder, Mary Daughtry, DeShawn Boyd, Sharon Simms, Joyce Price

I. Call to Order

The meeting was called to order at 8:30am.

II. Funding Recommendations

Council members split into their committees to discuss their assigned applications. When they reconvened, Mhel presented a revised resource allocation spreadsheet, with a summary, year by year, of allocations, expenses, and the current tally of the grants funded, and described the overall balance of funds. There is \$9.6 million available for funding this year.

Based on the quality of the applications received this year compared to previous years, the staff recommends spending only \$8 million to \$8.5 million this year, instead of spending the full amount available. We already know that our budget allocation for next year will drop significantly; therefore, money saved this year will make that fall more gradual. Additionally, since several of the applications are of mediocre quality, if we only funded the highest quality applications this year, then we would have money left over.

After much discussion, the council members recommended a total of 52 grants, plus two "pay ifs", for a total of \$8.2 million.

MOTION: John Morgan moved (seconded by Lisa Wanzor) that the list of funding recommendations be presented to the University of California officials. The motion passed unanimously.

Faith Fancher Award

"Improving Quality of Life at End of Life for Underserved Women"

Beverly Burns, M.S., B.A., L.Ac.; Charlotte Maxwell Complementary Clinic

Shelley Adler, Ph.D.; University of California, San Francisco

Tax Check-off Awards

(Titles may change slightly)

- “Breast Cancer Risk Associated with High Mammographic Density”
Thea Tlsty, Ph.D.; University of California, San Francisco
- “Early Breast Cancer Detection Using 3D Ultrasound Tomography”
Thomas Nelson, Ph.D.; University of California, San Diego
- “Breast Cancer Lymphedema: Role of Insulin Resistance/FOXC2”
Stanley Rockson, M.D.; Stanford University School of Medicine
- “Inhibition of Brain Metastases in Breast Cancer”
Brunhilde Felding-Haberman, Ph.D.; Scripps Research Institute
- “South Asian Women with Breast Cancer: What are their Needs?”
Zul Surani, South Asian Cancer Foundation
Roshan Bastani, Ph.D.; University of California, Los Angeles
Beth Glenn, Ph.D.; University of California, Los Angeles, School of Public Health

Process

The council discussed the funding recommendation process and asked that the applicants’ biosketches be included in the programmatic review packages. Other comments include:

- It would be helpful to be able to read the mentor’s statement where applicable.
- It would be helpful to have the applicant’s institution listed at the top of the abstract page.
- The council discussed the qualitative aspect of scoring applications, and the use of multidisciplinary experts, large committees, and several levels of judgment used in scoring grants objectively.
- Staff could provide some basic guidelines on dealing with discrepancies between scientific merit scores and programmatic review scores, particularly for the high scientific merit scores.
- The critical path forms in general forced the applicants to identify the critical path of their project, but wasn’t completely successful in getting the applicant’s specific action in the process. Staff will consider options for improving the responses on this form.

III. Minutes

MOTION: Moon Chen moved (Lisa Wanzor seconded) that the minutes from March 18, 2005, be approved as is. The motion passed unanimously.

IV. Chair and Vice-Chair Elections

There was one nominee for council Chair during the last council meeting.

MOTION: Carol D’Onofrio moved (seconded by Moon Chen) unanimous approval of Christine White as Chair. The motion passed unanimously.

There were two nominees for council Vice-Chair during the last council meeting. A paper ballot elected Lisa Wanzor as Vice-Chair.

V. Director's Report

- A. Budget:** The Governor's May Revised budget doesn't mention us, which is a good thing. Prop 99 is mentioned as being higher than anticipated, possibly because of fewer illegal cigarette purchases, which means that our revenues should be up, too. There is a coalition putting together a proposition for September 2006 that may propose a \$1.50 per pack tax increase, with revenues spread over several under-funded issues ranging from tobacco control to medical support to research.
- B. Program Initiatives:** Carol D'Onofrio has agreed to help get the Program Initiative project moving while we continue to search for lead staff to take on the project permanently. We anticipate that she'll become an employee on June 1, at which point she would leave the council. Mhel and Carol have already had a mini-retreat to draft a six-month plan. The scientific lead position has not been recruited yet, but the administrative and program analyst positions should be filled soon.
- C. Electronic Submission of Applications:** The Program will be working with Proposal Central to accept electronic application submissions next year. The change will save money in staff time and shipping, and will reduce problems normally associated with the paper process. Reviewers have been moving toward greater acceptance and even preference of the electronic process, and Proposal Central has a good customer service reputation. Council members who have had used Proposal Central discussed their experiences and agree that the electronic submission system can improve the quality and facilitate the review process.
- D. CRC Outreach:** The Program has planned six outreach and technical assistance workshops this year. The effect of last year's workshop series was a marked increase in scientific merit scores. The outcome evaluation document should be out soon, after which the Program plans to evaluate the outreach and technical assistance process.
- E. Council Member Recruitment:** The Program will continue to accept nominations for new council members. Interviews have not yet begun, but there is every confidence that we will find seven wonderful people.

VI. New Business:

A. Committee reports

Translation: The council will receive the translation committee's full debriefing report at the next meeting; the last of their energy is doing into developing the funding mechanism. The committee is currently deliberating between a single type of award with a fixed amount of money, or a two-step award with two levels of funding. The committee seeks council feedback after members have had a chance to read the committee's report. The final version of the report, along with

a recommendation for the funding mechanism, will be presented at the June meeting.

Outreach: Katie reported that Ken Olden will be our lunchtime keynote speaker, and Rachel Morello-Frosh will be on the plenary panel. Registration is progressing well, with more people registered by now than usual. The staff will begin focusing on marketing. Please distribute preliminary programs. The outreach committee work on the new structure for the plenary poster session. The staff will recommend twelve posters; the outreach committee will choose the top six posters for presentation. The outreach committee will also be working on the Meet the Experts session. In the next month, Katie will be gathering the plenary sessions members so they can talk to each other about their discussion areas. At the June meeting, Katie will bring the sign up list for the poster judging and the CBCRP Listens session.

The meeting ADJOURNED at 4:08 p.m.