

**Breast Cancer Research Council Meeting
Minutes
September 19, 2000
Los Angeles, CA**

Members Present: Susan Blalock, Vicki Boriack, Barbara Brenner, Teresa Burgess, Hoda Anton-Culver, Akua Jitahadi, M. Ellen Mahoney, Irene Linayao-Putman, Michele Rakoff, Tammy Tengs, Anna M. Wu,

Members Not Present: Mary Ann Jordan, Liana Lianov, I. Craig Henderson, Robert W. Carlson, Sandy Walsh

Staff Present: Larry Fitzgerald, Charles Gruder, Marion Kavanaugh-Lynch, Kim Landry, Katie McKenzie, Walter Price, Serena Wright

I. Call to Order and Introduction

Meeting was called to order at 9:00 am. Barbara Brenner asked everyone to introduce themselves because there are many new council members present at today's meeting.

II. Approval of June 2, 2000 Minutes (attachment)

Barbara Brenner suggested that on page 2, item 3, bullet six, one correction was needed to the minutes. The minutes read " Whether BCRP are discouraged". The sentence should be corrected to state " Whether BCRP should discourage". The minutes were approved as corrected.

Motion: A motion that the minutes be approved was made by Vicki Boriack and seconded by Michele Rakoff.

III. Director's Report

A. Revision to Cycle VII Call for Applications (Attachment 2)

Mhel began the discussion by explaining that she was distributing a more recent copy of the Call which is replacing the Call that was sent with the BCRC packets. Next, she discussed the suggested changes made at the last meeting which are or are not reflected in the Call. First, the Career Enrichment Award , which replaces the Sabbatical Award can be found in the Call for Applications.

Mhel further explained that the BCRP staff attempted to include their recommendation for the Clinician Research Award in the Cycle VII Call, but realized that more research and advise from the council was needed.

Mhel's recommended to the Council that the staff organize a committee that would be responsible for developing the Clinician Research Award, so that it could be put into Cycle VIII's Call for Applications. Barbara Brenner recommended that the committee be formed and then asked if any of the council members are interested in participating on the committee. Ellen Mahoney and Hoda Anton-Culver both expressed interest.

B. CRC Evaluation and Proposed Revisions to Call (Attachment 3)

Mhel began began be sharing with the council the inception of the CRC program Mhel came to realization that those who are funded have special circumstances and she recommended that the program could be strengthen realized that it was an appropriate time to evaluate the Community Research Collaboration Awards. So she decided to conduct a an Evaluation and Capacity Expansion project, which was conducted by Marj Plumb and associates. The purpose of this project was to help sustain and build-up the Community Research collaboration Awards.

Other recommendations:

- Increasing the financial award amounts for Pilot Awards;
- Increasing the indirect cost for community groups by 25%; and
- BCRP staff will assist community groups with more technical assistance.

Motion: Ellen Mahoney moved that the above recommendations be adopted. The motion was seconded by Terry Burgess and approved unanimously by the Council.

C. 1999 Annual Report (Attachment 4-5)

Mhel discussed that the status of the annual report, and explained that the University instructed BCRP to change the appearance of the annual report. Because last years Annual Report looked expensive and they are concerned that the legislature will disapprove of the cost. Therefore, BCRP made a simple version for the legislature and a flashier version for dissemination, which is called the "Advances".

Overall, the council agrees that we should comply with the legislatures wishes. Dr. Gruder also suggested that we should consider electronic and publishing and distribution. Lastly, Barbara Brenner asked for the council to give the staff direction on this matter and two motions were put on the table.

Motion: Tammy Tengs moved that BCRP produce a black and white annual report for 1999 and an Advances document. The motion was seconded by Vickie Boriack and approved unanimously by the Council

Motion: Barbara Brenner moved that the Dissemination Committee should develop recommendations for the 2000 Annual Report. The motion was seconded by Terry Burgess and approved unanimously by the Council.

D. Cycle VII Timeline (Attachment 6)

Barbara Brenner asked the council if the dates on the timeline would work for everyone. The council had a discussion and determined the dates for the 2000-2001 calendar of events. (see the revised timeline)

E. Foundation Proposal (Attachment 7)

Mhel discussed the status of the foundation proposal and explained that she is currently pursuing grant opportunities with the California Endowment, California Foundation and Robert Johnson Foundation.

F. Staff Changes (Attachment 8)

Mhel shared with the council the available positions that BCRP is recruiting . She also announced that she would half time until April due to the birth of her baby.

IV. Old and New Business

A. Council Committee and 2000-20001 Workplan (Attachment 9)

1. Collaboration with BCEDP

Chairman, Akua Jitahadi, reported for the committee. She reported that last year it was the committee's goal to strengthen communication between BCRP and BCEDP. She described some of efforts that the committee took this year to improve communication. For example, BCEDP's database can now be utilized for our researchers and this information can be found in the Call. Also, there was a face-to face meeting between BCEDP and BCRP that occurred in March 2000, which was well received. Katie McKenzie also explained that she asked for individuals to volunteer to participate in the organization of the BCRP 2001 Symposium. In addition, the committee received an intern this year to assist in the building the relationship. The conclusions the project are in this packet. Akua stated that BCEDP and BCRP is collaborating an African American Conference Saturday, September 23, 2000 showing that progress between the two groups is beginning to happen.

2. Dissemination (Symposium) (Attachment)

Chair, Terry Burgess reported the types of projects last year were assigned to the dissemination committee. She explained that her committee is responsible for the

newsletter, but they continue to need more council participation. Terry talked about the Line 52, a California State Tax Line Item project that was done via Public Service Announcements (PSAs) to help their committee disseminating the information. She also explained that it was their committee that organizes the Symposiums and she shared that 2001 will be held at the Oakland Marriott. She discussed that we will continue to giving Awarding the Principal Investigators for their posters. Lastly, she announced that they are in the process of securing speakers. However, Mhel announced that Holly Mitchell will be the Mistress of Ceremonies again.

The committee presented their recommendations with the full council. The council made the following amendments to the recommendations. The recommendations are:

1. Discontinue the Prevention RFA
2. Add 2 new RFAs in Health Policy/Health Services and in Racial/Ethnic Differences
3. Separate the IDEA I and IDEA II into 2 more separate awards; increase the duration of the IDEA I to 18 months and decrease the application burden; increase cap for IDEA II;
4. increase cap for New Investigator Awards and decrease institutional commitment required;
5. add back the sabbatical awards and make them more flexible (shorter durations, housing costs, both into and out of California).

The following changes were suggested by the Council:

- 1) In the RFA on Racial/Ethnic Differences in Breast Cancer, edits are "Research disciplines can include **but are not limited to** biological sciences, epidemiology, clinical research and health services research. Examples of areas of interest include **but are not limited to** the following broad areas; and Contribution of (non-heredity) **social** determinants
- 2) Change the names of IDEA I and IDEA II to "IDEA and Small Grants."
- 3) Change name of Sabbatical to avoid turning people away who are earlier in their careers; Emphasize that the purpose of the Sabbatical is to train people who are already accomplished in their own field to gain new skills in other areas; NOT for entry-level training; NOT replacement for Post-doctoral or New Investigator Awards; applicant must have a minimum 5 years as independent researcher.

The Council developed another new Award Type – the Clinical Research Transition Award – to give experienced breast cancer clinicians the opportunity to pursue research training and to bring clinical experience to bear on the translation of basic laboratory or theoretical research. The applicant must be an independent clinician (minimum of 5 years in clinical practice after completion of training) and have a sponsor who is an established breast cancer research scientist. It is expected that the applicant and sponsor

would establish an on-going collaboration and one product would be a future application to BCRP or another agency.

Motion: Barbara Brenner moved that the recommendations of the committee, as modified above, be adopted for Cycle VII. The motion was seconded by Terry Burgess and approved unanimously by the Council.

Walter Price informed the Council that BCEDP has received approval to use the patient database for research purposes and will make this data available to BCRP researchers. Mhel requested that Walter obtain agreement that requests come to BCRP and that BCEDP agree to accept our scientific reviews in lieu of any other reviews (not including IRB approvals).

B. Evaluation Committee (Attachment 4)

The intern Serena Wright is developing an evaluation plan and will submit the findings to BCRP.

C. Dissemination (Attachment 5)

Teresa Burgess reported that the Oakland Marriott is the committee's first choice for the 2000 Symposium, but she suggested other dates and times in the event the Marriott is not available. Teresa explained that they have a list of possible speakers, but there are no final decisions. In addition, Katie McKenzie told the council that she had attended a face-to-face meeting with BCEDP and asked for volunteers to help with the Symposium; there has been no response to date.

Michele Rakoff, Barbara Brenner and Akua Jitahadi shared ideas for exhibits and special presentations that can be highlighted at the Symposium. They will get the information to BCRP for follow-up.

Also Katie discussed the BCRP Newsletter and asked the council if they were interested in writing articles for future issues. She explained that this responsibility would entail writing articles about their specialized field and other editorials. Mary Ann Jordan and Barbara Brenner expressed an interest.

D. Collaboration with BCEDP Committee

Intern Sally Dadres explained that she's working on a project to determine the current status of the relationship between BCEDP and BCRP and if necessary, to increase and improve communications. Liana Lianov suggested that BCEDP and BCRP have a joint council reception.

Walter Price also explained the BCEDP wanted to know if BCRP was interested in publishing information about their now available database in our next call. The council agreed that Walter would gather information about their database and submit his findings

to Mhel. And at that time, Mhel will decide if we should include BCEDP's database into our next Call.

VII. New Business

A. Election of Chair and Vice Chair

Council members voted by secret ballots, which were tallied by Larry Fitzgerald. Mary Ann Jordan was elected Chair and Barbara Brenner was elected Vice Chair.

XI. Announcements

Mhel regretfully stated that Ellen Godstein will not be an consultant for BCRP.

Lastly, Mhel took the opportunity to thank the retiring council members (Floretta Chisom, Bobby Head, Felicia Hodge, Judith Luce, Kevin Scanlon, and Anne Wallace) for their hard work and dedication by presenting each with a plaque.

XI. Adjournment

Motion: A motion for adjournment was made by Anne Wallace and seconded by Barbara Brenner. The motion was passed unanimously and the meeting was adjourned at 2:45 p.m.