

**BREAST CANCER RESEARCH COUNCIL MEETING**  
**September 25, 1998**  
**Pasadena Hilton**

**Council Members Present:** Floretta Chisom, Arlyne Draper, Bob Erwin, Bobbie Head, Mary Ann Jordan, Liana Lianov, Judy Luce, Maria Pellegrini, Kevin Scanlon, Michele Rakoff, Suzette Wright

**BCRP Staff Present:** Mhel Kavanaugh-Lynch, Larry Gruder, Walter Price, Katie McKenzie, Larry Fitzgerald, Garland Giles, Mary Kreger

**Council Members Absent:** Shelley Adler, Barbara Brenner, Holly Mitchell, Susan Love, Anne Wallace

I. Call to Order and Introductions

The meeting was called to order at 9:40 am.

II Approval of 6/6/98 minutes

Minutes were approved with the correction of typographical errors.

III. Funding Deliberations – Early Detection (**CLOSED SESSION**)

In closed discussion, the Council discussed the Early Detection grants submitted for funding and reviewed by a second review committee..

**MOTION:** Kevin Scanlon moved to fund the following 3 grants: 4IB-0127, 4IB-0051, and 4IB-0059. Judy Luce seconded the motion, which was approved unanimously.

IV Director's Report

A. Funders' Network Meeting.

Mhel led a discussion regarding the results of the Funder's Network Meeting. All invited funding agencies participated except Oklahoma. The meeting was very successful. Everyone learned how each program is funded and what they are focusing on, how to stay in touch with each other. An e-mail listserve has been set-up to disseminate information amongst each other. It has been used several times with positive results. Possible website will be developed. It was suggested to have future symposiums longer in length and much more in depth. A written report of the meeting is being prepared.

B. Cycle V Progress

The Call for Applications was mailed out in early September. It is also on the web. The Application packet is also on the web, is currently at the printer and will be mailed out in the next week. CRC abstract papers are due 10/19. All other applications for other awards are due 1/14. Review committees will be conducted from the middle of March to the middle of April.

C. CRC Bidders Conference

There will be a conference Oct. at the Doubletree Hotel in So. SF. The conference will be broken into two parts: (1) current grant awardees will present their projects and describe the collaborations; (2) an information meeting geared towards potential grant applicants with tips on preparing their applications.

V. Old Business

A. Mini-Symposium (Pellegrini, McKenzie)

Final preparations for the meeting were reported. There will be a narrator (Malcolm Pike – USC), and an advocate moderator (suzette Wright). Most of the presenters including the narrator will come to a breakfast for legislators, including Barbara Freedman.

Michelle Rakoff was instrumental in gathering organizations to mail flyers to.

B. Council Calendar for 1998-1999

The Council discussed the proposed schedule and arrived at the following final dates:

The dates of the next 4 Council meetings are as follows:

Dec. 4 Mtg. The meeting date has been changed to Wednesday, December 2<sup>nd</sup> in Oakland, CA.

Feb. 4 Mtg. The meeting date has been changed to Friday, February 5, 1998 in Santa Barbara, CA

The May 6-8 Mtg. The meeting date has been changed to Thursday, May 20 to Saturday, May 22, 1998 in Oakland, CA.

June 25 Mtg. The Meeting date has been changed to Saturday, June 26, 1998 in San Diego, CA.

VI. New Business

A. 1998 Annual Report

The Council discussed the preparation of the 1998 Annual Report. The reported that they were very pleased with the 1997 Annual Report and

requested staff to prepare the 1998 Annual Report without further involvement of the Council

B. 1998 – 1999 Work Plan

The Council discussed the work they would like to see accomplished in the next year. Existing committees were reviewed and 4 committees were formed to address broad areas. Council members and staff signed up for committees and the committees met to refine their goals and objectives for the year. The committees then reported back to the full Council.

1. Dissemination

Members: F. Chisom (chair), S. Wright, B. Head, M. Pellegrini, M. Rakoff (staff: M. Kavanaugh-Lynch, K. McKenzie, B. Dixon-Coby)

The main goal for this committee is to plan the 1999 symposium. In their first meeting, this committee generated the following suggestions for the symposium:

- Suggest conducting the symposium during the first evening with 1 poster session and 3 speakers and the next day 1 poster session with 3 speakers.
- Did not identify breakout sessions yet.
- Have one primary speaker during the luncheon. Suggestions: J. Folkman or MC King.
- Location Recommendations: Los Angeles or San Diego. A poll of the Council resulted in LA – 5. San Diego – 4. Final decision is deferred pending investigation of possible sites and cost.
- The committee recommended a hotel for the symposium.
- Time of symposium was suggested in mid-September after Labor Day, preferably a Fri/Sat. September 17-18, 1999 was suggested.
- Need to approach donors: airlines for free tickets, transportation services – buses, vans, food, etc.
- Include informational meetings about BCRP and BCRC.

The Council approved these preliminary suggestions. The committee will continue to work on details.

2. Collaboration with BCEDP

Members: A. Draper, L. Lianov, (Staff: L. Gruder, M. Kavanaugh-Lynch, L. Fitzgerald)

This committee will continue its work from last year to identify and implement opportunities to collaborate with BCEDP. Areas of interest identified at this meeting are:

- Make available existing literature on early detection.
- When Council positions are available, try to get people who would be interested in being members of BCEDP and BCRC simultaneously.

- In Cycle VI, include a paragraph on how the BCEDP database can be utilized in the preparation of a grant. Include partnerships in planning for symposium.
- Consider an “Advisory Meeting” focused on early detection.
- Consider contracting for a “white paper.” as the basis for a mini-symposium with researchers and BCEDP partnership members.

### 3. Council Funding Decision Process

Members: A. Draper, K. Scanlon, J Luce, B. Erwin, M. Rakoff, (Staff L. Gruder, M. Kavanaugh-Lynch, W. Price, L. Fitzgerald)

The mission of this committee is to develop a clear and consistent procedure for Council consideration of grant applications. They plan to focus on formalizing the distinction between merit and responsiveness.

The identified two Working Principles:

1. There is a need to clarify the council’s process;
2. Scientific Merit is necessary but not sufficient for funding.

It was discussed that BCRP has a two-tiered funding decision process, and two equally important criteria for funding; thus the Council’s role should be focused on responsiveness and not on scientific merit. A desired outcome is that each applicant can receive an explanation of the Council’s funding recommendation.

The committee started discussion of how to operationalize these thoughts (i.e. with a question sheet, council scoring?). They will continue to discuss these points and explore options.

### 4. Strategic Planning/Priority Setting

Members: B. Erwin, M. Pellegrini, MA Jordan, J. Luce, S. Wright, K. Scanlon (Staff – M. Kavanaugh-Lynch, L Fitzgerald, W. Price, K McKenzie)

- analysis of our funding and others
- ?Advisory Meeting
- long and short-term
- Mission and long-term strategic plan

**Motion:** Luce asks that Mhel be able to chair a sub-committee of BCEDP. Rakoff 2<sup>nd</sup> the motion. Council accepted.

Develop a mission statement and strategic plan on behalf of the council.

Four areas of information:

1. Burden of the disease.
2. Basic
3. Clinical Science
4. Industry

In these 4 areas, we want to know the Statistics, findings, funding, opinions, whats hot and whats not.

Goal: To work on how to get this information on an ongoing basis. Evaluate the successes of grants we have funded as well as the grants that were not successful. Are papers written and accepted to Journals, patents and licenses, all on a regular basis.

Next step: Staff has been committed for developing procedures of the four areas of interest.

Draft a mission statement.

Adjournment

Meeting adjourned at 5:05pm.