

**Breast Cancer Research Council Meeting Minutes**  
**November 17, 2006: Council Meeting**  
**San Francisco, CA**

**Members present:** Moon Chen, Crystal Crawford, Diane Griffiths, Amy Kyle, Anuja Mendiratta, Mark Pegram, Klaus Porzig, Catherine Quinn, Lisa Wanzor, Maria Wetzel

**Members absent:** Felicia Hodge, Angela Padilla, Gordon Parry, Kurt Snipes

**Staff:** Natalie Collins, Janna Cordeiro, Lyn Dunagan, Larry Fitzgerald, Charles Gruder, Mhel Kavanaugh-Lynch, Katherine McKenzie, Eric Noguchi, Walter Price, Roslyn Roberts, Sylvia Santana, Catherine Thomsen

**I. Call to Order**

The meeting was called to order at 10:08a.m. After general introductions, Lisa Wanzor announced that Felicia Hodge has resigned from the council. Maria Wetzel described her work and her background during the “Meet a Council Member” segment. Diane Griffiths and Catherine Quinn volunteered to participate in “Meet a Council Member” at the January meeting; Klaus Porzig and Crystal Crawford will take their turns at the March meeting.

**II. Minutes**

The council reviewed the minutes.

**MOTION:** Amy Kyle moved (Mark Pegram seconded) that the September 29, 2006, minutes be approved as written. The motion passed unanimously.

**III. Director’s Report**

**A. Prop 86 Debrief:** Mhel Kavanaugh-Lynch reported the outcome of the election and the failure of Prop 86. She believes that the issue is not dead; however, there is no information yet on how a cigarette tax proposition might move forward again.

**IV: Translation Committee Report:** Mark Pegram reported that 52 letters of intent (LOI) arrived for the translation award. Given the budget allocation and loss of Prop 86, the committee anticipates that the program may only be able to fund one translation award. The committee scored the LOIs, following previously-established criteria, and identified 10 “cream of the crop” LOIs that represented the strongest projects and received the highest scores. These 10 projects also represent a broad range of topics. The committee recommends that these 10 LOIs be invited to apply for the translational award.

The committee further discussed the middle-scoring LOIs and the scoring process. They determined that general translation and impact are the two most important criteria in evaluating the LOIs; some of the other criteria could be modified to improve and streamline the scoring process.

Several applicants will be encouraged to re-apply under the IDEA mechanism, because their projects were strong, but did not meet the translational criteria.

The council discussed the committee’s achievements.

**MOTION:** Moon Chen moved (Crystal Crawford seconded) that the committee's list of recommended LOIs be accepted. The motion passed unanimously.

## **V. Old Business**

### **A. Joining Forces Conference Award Review**

Council members reviewed the application for the intraductal conference. Larry Fitzgerald presented an overview of the application and the applicant's historical success with this conference. During the discussion, an error in the budget was pointed out. Council members encourage the applicant to disseminate the conference results beyond just the applicant's website, such as by emailing the results to other groups.

**MOTION:** Maria Wetzel moved (Mark Pegram seconded) to approve the application, with corrections to the budget and dissemination. With eight votes for and one abstention, the motion passed.

**VI. Report from SRI Steering Committee:** Julia Brody, via conference call, updated the council on the committee's progress, including an update on the strategy team. The steering committee is reviewing the outline of the background paper, a substantial piece of work that will create a good foundation for both internal and public discussion. The steering committee is meeting again in December.

## **VII. Director's Report**

### **B. Program Update:**

**Council appointments:** Mhel Kavanaugh-Lynch reported that of the five vacancies from departing council members, four new council members have been appointed; we are still working on the fifth. With Felicia Hodge's resignation, we have one more position to fill. The program is required to have one scientist representative from a private university, and we have been looking for a bench scientist. Most bench scientists want to be able to apply for grants; others are overbooked. Council members are invited to offer suggestions. We are also recruiting to fill an industry slot, and we would prefer someone from Genentech. Council members offered to approach their contacts within the company.

**Core funding:** Applications are due January 10. Larry Fitzgerald reviewed proposalCentral's online interface from both the applicant and reviewer perspectives, and he detailed the review process. The program is asking applicants to submit one original application and one copy in addition to the electronic application.

**External Relations:** The program has joined forces with other organizations listed on state tax form 540 to collaboratively promote the Tax Check-off in a statewide campaign. Jackson-Hewitt will match funds from each organization.

**Community collaborations:** The program has received 31 concept papers this year. They will be reviewed in December. Natalie and Walter will help the teams interpret the review committee's feedback.

**Special Research Initiatives:** In addition to Julia Brody's report, Mhel reports that the strategy team has been fully recruited. Strategy team meetings are currently scheduled

for May through November. There are still two staff openings. We are still working with an executive search vendor for the lead scientist candidate, and they are documenting the challenges to filling that position for HR. The state of the science document is still being written, and review is underway. We will be working with Concept Systems Inc. to enable online brainstorming and input. The software will group, sort, and rate ideas based on criteria that the steering committee will develop. The end product should be a visual map of prioritized ideas that will enable the group to see relationships of ideas and concepts and develop a beginning framework. Stakeholder meetings are scheduled for late March-early April. Mhel suggested that a subcommittee from the Outreach committee help with outreach for the stakeholder meetings. Crystal Crawford, Catherine Quinn, and Anuja Mendiratta volunteered to be on the subcommittee. Catherine Thomsen will lead, with Katie McKenzie's help.

### **VIII. Committee Reports**

**A. Outreach committee:** Maria Wetzel reported on the symposium planning progress. The committee has decided to offer four workshops instead of six. Feedback from the last symposium indicates that participants wanted more time to network. Reducing the number of workshops also allows for more discussion time during the workshops. The keynote address is still under discussion, with Sandra Steingraber as a possibility. Melissa Ethridge, if available, may close Saturday night with a short performance. The town-hall meeting time has been extended to allow time for an SRI presentation.

**B. Evaluation committee:** Lisa Wanzor reported that the committee is still working on evaluation questions for the translation award process. The committee is also preparing for the next cycle of program review and priority-setting, and will present its plan and a timeline in March. Janna Cordeiro described the last process, which began in March 2002 and ended in March 2004. Council members were invited to suggest methods of collecting input from stakeholders; the CBCRP Listens event at the symposium is an important tool to allow public discourse.

**Announcements:** New council members were asked to send in bios for the upcoming newsletter.

The meeting ADJOURNED at 2:26p.m.