

CBCRP December 2017 Council Meeting

Draft Minutes

12/01/17

- I. Call to Order and Introductions. Call to Order at 9:04 AM. Council members and staff introduced themselves.
- II. Approval of October Minutes. Council reviewed minutes. No additions or corrections noted. JoAnn moved to approve minutes; Dave seconded; vote was unanimous to approve minutes. Minutes approved.
- III. LOI Recommendations
 - a. Meeting: Committees met to identify which LOIs to move forward with, and invite PIs to submit proposals.
 - b. Decisions: Spokesperson for each committee presented to full council a summary of LOIs where PIs were invited to the full proposal stage, and those that were declined. Ghecemy moved to accept recommendations; Veronica moved to second; unanimous vote to move forward with Council recommendations.
- IV. Conference Awards. Francine presented to Council. All three members of the Outreach committee were impressed with the proposal, and gave it strong scores. Francine shared the strengths of the proposal. Committee recommends to the Council that the proposal is funded. Dolores motions to accept the committee's recommendation; Anna seconds (it may have been someone else?); motion carries unanimously.
- V. CBCPI and PI-3 Update. Mhel updated the Council on progress with PI-3. The science convener will help staff search for remaining member of advisory body for PI-3. Staff will create summary of what we are looking for, share with convener, and give feedback as convener provides ideas.
- VI. Interim SRI Evaluation Report. Carmela provided overview of the SRI evaluation that has been completed to date. She covered: scope and timeline of evaluation; publications and dissemination; engagement with advocates; impact of the SRI; interim outcomes. Along with

IT colleagues, reviewed mock-up of SRI webpages for Council and gathered feedback. Carmela shared update about SRI dissemination infographic next steps.

VII. Community Initiatives Update.

VIII. Committee Reports

- a. Policy. Ponce group has arranged meetings with 10 legislators. They are disseminating results of their project. Green Chemistry Initiative project: they have submitted a bid, it will be shared with the PRAG soon. Increase amount of funding for Policy, evaluation committee is going to look at increasing amount and come back to Council with recommendation.

- IX. Directors Report. Mhel gave update to Council on a number of items. Four of five open Council positions are filled. Searching for a scientist with health disparities expertise. HR has the position description for open program officer position. We are so happy that Lisa is back! Department of Finance conversations continue. DOF indicated that they are on track for review and will need to see fund balance prior to making any commitments.

X. Announcements

Adjourn: 3:50 PM

Amendment to Science Convener Grant

In August, the council approved the grant "Science Convener for Program Initiatives" to PI Gina Bartlett (23ZB-3180) for a total of \$1,180,252 over five years. Mhel had been in discussion with the PI and the CBCRP staff proposed an amendment to the grant to add additional work. The plan was for Carmela to manage the planned Global Grand Challenge for Breast Cancer Prevention, but with her departure, CBCRP does not have the capacity to do this well. Dr. Bartlett's team has this capacity and has provided a scope of work and budget totaling \$67,854 to carry out this work, which should allow CBCRP to continue the work on Program Initiatives while recruiting for Carmela's position. For the time being, Mhel proposed we use the \$125K already in the grant budget for an evaluation consultant to cover this additional scope of work, and then come back to the Council if we need additional funds for evaluation in the future.

Council Vote: 11 eyes, 3 no responses, 0 nay, 0 abstain.