

**BREAST CANCER RESEARCH COUNCIL MEETING
MINUTES
December 2, 1998
San Francisco Hyatt**

I. Call to Order and Introductions

Council Members Present: Shelley Adler, Barbara Brenner, Arlyne Draper, Bob Erwin, Mary Ann Jordan, Liana Lianov, Holly Mitchell, Kevin Scanlon, Michele Rakoff, Anne Wallace

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

Council Members Absent: Floretta Chisom, Bobbie Head, Susan Love, Judy Luce, Maria Pellegrini, Suzette Wright

II. Approval of 09/25/98 Minutes

Correction: M. Pellegrini is part of the dissemination committee.

The minutes were approved with this correction.

III. Director's Report

A. Funders' Network Meeting Report

A draft report of the meeting has been completed and circulated to attendees. It is hoped that the attendees will agree to make this report public.

The e-mail listserv is up and running and has proven useful to many of us.

B. Cycle V Progress

The Call for Apps was released in early September.

Concept papers for CRC awards were due on 10/19. 10 were received, which is half the number received in the previous 2 years. These Concept Papers were reviewed 11/19 and feedback is being sent to applicants next week.

All other applications are due 1/14/99.

C. Report on CRC Conference

A CRC Conference was held 10/2. Attendance by current CRC awardees was excellent, but very few potential applicants attended. The conference provided an excellent exchange and dynamic interaction between CRC teams.

Council members suggested contacting people who registered and did not attend to find out why they did not attend. It was also suggested that we do some public relations on the CRCs to be sure people are hearing about it. Barbara Brenner offered to assist in this.

D. Proposition 10

Prop. 10 was adopted by the people of California. The proposition increases the tax on cigarettes by \$.50 starting Jan 1,1999. It is expected that this price increase (augmented by an increase in price by manufacturers) will result in lower consumption, which will lower the revenue from the 2 cent tax that supports BCRP. Proposition 10, however, specifies that any reduction caused by Prop. 10 will be calculated by the Board of Equalization and back-filled from the Prop. 10 revenue. The same is true for BCEDP.

E. Staff Conflict of Interest Policy

A draft Staff Conflict of Interest Policy was shared with Council members. No changes were suggested.

IV. Council Committees

The Strategic Planning Committee and the Council Funding Decision Process Committee met concurrently. The 1999 Symposium Committee also met.

V. Old Business

A. Report of Strategic Planning Committee and Discussion

1. A draft mission statement for BCRP was presented by the Committee and discussed.

MOTION: Barbara Brenner moved that the following Mission Statement be adopted for BCRP:

The mission of the BCRP is to reduce the impact of breast cancer in California by supporting research on breast cancer and facilitating the dissemination of research findings and their translation into public health practice.

The motion was seconded by Anne Wallace and approved unanimously..

2. The committee recommended that Tammy Tengs (author of “Planning for Serendipity”) be asked to speak to the Council at the February Council meeting. This suggestion was accepted by the Council.
3. The committee reported that it was continuing its discussion of the priority-setting process and Goals and Objectives for the Program. The committee plans to hold a full-day meeting sometime in the future, and to engage the services of a consultant to assist in the process.

B. Report from Council Funding Decision Process Committee and Discussion

The committee reported that they had agreed on the following steps to formalize the Council's funding decision process:

1. A written charge to the council will be developed, binding all the members on the working operations.
2. This charge will be specifically based on criteria already contained in the Application Packet, expanding the guidelines as needed.
3. One role of the Council will be to judge Responsiveness.
4. There is a desire to divide the workload amongst the Council.
5. The staff will work with the committee to choose between alternative funding models.

Recommendations regarding the Council's review process will be developed and presented at the February meeting.

C. Report from 1999 Symposium Committee and Discussion

The committee reported that the proposed date is Sept 17-18, 1999, and the proposed location is the LAX Marriott. The Council agreed to this date and location. The committee plans to next develop the Program and choose and invite speakers.

VI. Announcements

None.

VII. Review of Council Calendar

The next meeting is 2/5/99 in Santa Barbara.

The meeting was adjourned at 2:45 PM.