

Breast Cancer Research Council Meeting Minutes
June 8, 2012: Council Meeting
Oakland, CA

Members Present: Lisa Barcellos, Susan Braun, Terri Burgess, Ysabel Duron, Cynthia Gomez, Carlina Hansen, Kathy Kamath, Jon Greif, Cacilia Kim, Jeanne Rizzo, Donna Sanderson, Naz Sykes, Sora Park Tanjasiri

Members Absent: Arash Naeim

Staff: Mary Croughan, Senaida Fernandez, Larry Fitzgerald, Mhel Kavanaugh-Lynch, Katie McKenzie, Lisa Minniefield, Catherine Thomsen

I. Call to Order: After the programmatic review sub-committees concluded their funding discussions, Terri Burgess called the council meeting to order at approximately 11:15am.

II. Cycle 18 Funding: By unanimous consent, the council approved the research projects selected for funding during the programmatic review.

Mhel presented data showing the funds available for the Cycle 18 awards. She also introduced three options for the council to address the state account shortfall.

MOTION: Susan Braun moved (Kathy Kamath seconded) that the council reduce grant allocations over three years to make up for the funds not returned to CBCRP. If the money is returned within six months, the council will fund off the “pay if” list. The motion passed unanimously.

III. Approval of Minutes: The council reviewed the minutes from the March meeting.

MOTION: Susan Braun moved (Jeanne Rizzo seconded) that the council approve the March minutes. The motion passed unanimously.

IV. Staff Reports:

A. SRI Report: Catherine Thomsen gave an update on the SRI/CBCPI. She also reported on the Chemicals Testing Meeting held on June 6th, where grantees presented data on their projects and discussed future research ideas. She also informed the group about the 1st webinar held in April that informed the stakeholders of the new phase of SRI. Mhel discussed clarifying the scope and definitions for the CBCPI project. The group discussed the memo from the CBCPI members asking the Council for their input and clarity.

MOTION: Jon Greif moved (Sora Park Tanjasiri seconded) to adopt the proposed language for the scope and definition of the CBCPI. The motion passed with one abstention.

B. CRC Report: Senaida Fernandez reported on the progress of the CRIBS Intensive Training Program (ITP). The monthly face-to-face meetings were completed. The next steps are to hold monthly webinars and provide technical assistance. The groups will submit concept papers this summer.

C. Director's Report: Mhel reported that the Governor's Revised Budget had no effect on CBCRP's funding. She presented further analysis on the state fund shortfall. She gave an update on the program costs, summarizing the changes in expenditures over the last 20 years and since RGPO created the C&G unit. Mhel also presented a proposal to provide partial (25%) indirect costs to UC campuses receiving grants the Program plans to implement.

V. Committee Reports:

A. Advocacy Involvement: Donna Sanderson updated the council on the committee noting that they were pleased with the responsiveness to Advocacy Involvement in the applications submitted. The committee is developing FAQs and a template Letter of Commitment for applicants that may need guidance. The committee tested an online registration for advocates. The staff will process the registrations to determine their qualifications. The committee is planning a plenary session, breakout, and breakfast tables for networking for the upcoming Symposium.

B. Evaluation: Terri Burgess gave a brief report on this committee. She presented data that were collected for the RGPO Reorganization Evaluation and the Activities Update.

C. Outreach: Sora Park Tanjasiri gave an update on the Symposium planning including possibly charging a registration fee for some attendees, potential plenary sessions and speakers. The council discussed potential keynote speakers. The committee will send the preliminary schedule to the council and ask for feedback.

VI. Core Funding: Larry Fitzgerald presented the draft Cycle 19 Call for Applications. He suggested leaving out the Letter of Commitment. The call will be released in late July or early August. He gave an overview of the LOI process. The group discussed changing some of the language in the call, including change "subject" to "participant". Mhel asked members to contact CBCRP soon after the meeting with any changes to the call.

VII. Announcements: Lisa Barcellos proposed that the program start allowing out of state PIs to collaborate with California-based PIs to do research. This topic will be an agenda item for the next council meeting

Adjourn: Terri Burgess adjourned the meeting at 4:35pm.