

**Breast Cancer Research Council Meeting Minutes**  
**October 30, 2020: Council Meeting**  
**Zoom**

**Members Present:** Abigail Arons, Michele Atlan, Colleen Carvalho, Rati Fotedar, Sharon Lum, Chris Meda, Dolores Moorehead, Ana Navarro, Clara Omogbai, Svetlana Popova, Melanie Smitt, Tasha Stoiber, Joan Venticinque

**Members Absent:** Sharon Pitteri, Ujwala Rajgopal, Veronica Vieira

**Staff:** Nick Anthis, Mhel Kavanaugh-Lynch, Katherine McKenzie, Lisa Minniefield, Senaida Poole

**I. Call to Order:** Ana called the council to order at 1:04 pm and initiated introductions of all Council members.

**B. Renewal of Confidentiality/Conflict of Interest Agreement:** Mhel gave an overview of the RGPO Confidentiality/COI Agreement. The members we asked to read, sign, and scan their forms and send them to Lisa. All members need to renew the agreement annually.

**II. Approval of Minutes:** The council reviewed the minutes from the June council meeting.

**MOTION:** Joan moved (Colleen seconded) to approve the June meeting minutes. The motion passed with one abstention.

**III. Core Funding Update:** Katie reported out on the number and type of grants funded in cycle 26. Moving forward, Katie will include grants that were funded with contingencies in with the graphs she presents at the council meeting following the funding meeting. She walked the council through the application review and funding timeline for Cycle 27. The council members were assigned to one of three committee groups. At the next meeting, the committees will meet to discuss the LOIs and bring the group's recommendations to the full council. Programmatic review will occur March – June, with funding meeting taking place on June 4. Katie summarized each award type offered and the LOI submission trends.

**IV. LOI Overview and Refresher:** Katie presented the LOI review timeline. She gave an overview of the components of the LOI application, the review criteria and the scoring parameters for each criterion for both IDEA and Translational LOIs.

**V. Program Initiatives (PBC) Update:** Nick briefly reported on the progress of the Batch 1 RFPs and Batch 2 concept papers. The four concept papers the council approved in June are being developed into RFPs. The working groups are developing seven Batch 2 concept papers and they will be brought to the council in the spring. He also reported on the articles that were published in Special issue in the *International Journal of Environmental Research and Public*

*Health (IJERPH)* highlighting PBC concept papers. There will be more articles related to the concept papers published in the coming months.

Nick also summarized the progress on the last CBCPI initiative, *A Community-Partnered Approach to Understanding Social and Systemic Factors Influencing Breast Cancer Risk in Immigrants*. A working group was formed to refine the RFP which resulted in amending it into a two-phase initiative with two funding opportunities. Nick summarized the two funding opportunities that were developed for the first phase. CBCRP recommends that Council approve the Convener RFQ and Research Teams RFP. Nick will modify the language of the RFP to more clearly convey the amount of research teams the proposal is requesting.

MOTION: Colleen moved (Rati seconded) to approve the Phase 1 Convener RFP and the Phase 1 Research Teams RFQ as discussed. The motion passed with one abstention.

**VI. Policy Initiative:** Nick gave a brief summary of the policy teams and the projects. He reported on the dissemination of the outcomes from the second project, *California Green Chemistry Initiative* which included attending two legislative briefings, disseminating two publications, and the introduction of SB392 that would amend sections of the Health & Safety Code related to hazardous materials. He gave an update on the third project, *Barriers to Metastatic Breast Cancer Care in California* summarizing its findings and top recommendations.

Nick thoroughly detailed the fourth project, *Awareness of Alcohol as a Risk Factor for Breast Cancer* and there was a lot of group discussion. The project team submitted two options for dissemination plans (basic and expanded). The PRAG approved an amended expanded dissemination plan (\$45K direct costs) and recommends that the council approve it to move it forward.

MOTION: Joan moved (Chris seconded) to approve the additional funding for the dissemination for the project. The motion passed unanimously.

**VII. Meet-a-Member:** Dolores did her Meet-a-Member presentation

**VIII. Covid-19 Funding Update and Director's Report:** Mhel reminded the group of the Covid-19 emergency seed funding that the council approved in the spring. They approved spending up to \$2 million to fund Covid-19 related research. 85 seed awards were funded and there was a peer review competition, open the researchers that received awards. She also reported on the impact and the interim changes Covid-19 has had on UCOP, CBCRP, and research/researchers. She noted that the program's budget hasn't been affected and the tax check-off program has been doing quite well despite the pandemic.

**IX. Directors Report:** see above

**X. Announcements:** Colleen announced that Bay Cancer Connections is holding their annual conference on 11/6. She shared the link to the registration.

**XI. Adjourn:** Ana adjourned meeting at 4:16 pm.