

**BREAST CANCER RESEARCH COUNCIL MEETING
MINUTES
JUNE 30, 1997
SAN DIEGO, CA**

I. Call to Order

The meeting was called to order at 10:10 A.M.

II. General Discussion

When preparing the meeting agenda with staff, Carol MacLeod had suggested that a session be scheduled for the Council members to meet without staff present. Staff questioned the reason for such a session and suggested instead that the full Council consider the advisability of such a session. Carol MacLeod therefore called for discussion of this suggestion.

Beverly Rhine asked what the purpose of such a meeting would be. Carol MacLeod answered that one advantage would be the appearance of independence of the Council. In addition, she stated that, although the Council should not and could not function without the staff, the law does not specify that staff should set the agenda for meetings or decide when the Council should meet or set the rules of operation of the Council (not to say that they have done that). If the Council should choose to meet without staff, they could do so for the purpose of organizing themselves in their own way. She stated that she was not convinced that meetings without staff was necessary and she was not advocating the idea, but it was raised as a possibility.

Beverly Rhine emphasized the need for the Council and staff to foster interdependence rather than independence, and said she did not feel there were any concerns or issues that she would be reluctant to bring up before staff. She felt that the recommendation was anticipating a problem that does not exist, and that she saw no rationale for the suggestion.

Carol MacLeod asked Andrea Martin to shed some light on the history of the legislation, the Council, and concerns about the University having too much power in the administration of the program. Andrea discussed how the law was devised to include an Advisory Council which the University has worked very well with. She stated that UC has given the Council every inch of authority they have asked for and that there has been no adversarial relationship between Council and staff. She felt that this issue was diverting energy away from the important work of the Council. Additionally, she pointed out that the Council could indeed meet by itself should the need arise, and that it indeed had done so (with the full cooperation of the University) when the Council investigated allegations that were made against the Program. She expressed her disagreement with the unilateral actions taken by individual Council members following the last meeting in calling for a new election for Council chair and felt that that action and the idea of the Council meeting without staff were inappropriate.

Suzette Wright expressed further objections about the events following the last meeting and expressed her intent to make a motion to prevent such unilateral actions by Council members in the future. She felt that this created an adversarial relationship between Council and staff; she did not understand where that was coming from and could not understand the reason for developing a procedure that would only increase the separation between Council and staff.

Marco Gottardis discussed his feeling that it was important to establish the Council's right to meet without staff for the future. He stated that everything was fine now, but that staff could

change and be less cooperative and the Council in the future might have need to address this or other issues.

Beverly Rhine agreed that the right to meet without staff should exist, but there was no need for that to occur at this time. Thus, we should not enter into the mindset of independence as opposed to interdependence, but rather should continue to build the partnership that was intended by the legislation.

Carol MacLeod stated that the issue had arisen because she had had requests from a number of members to have a 30 minute session without staff. When she discussed it with staff, they objected and instead suggested a discussion of the issue with the full Council and staff. She asked staff to articulate their objections. She emphasized that there was absolutely no particular issue that needed to be discussed in the absence of staff at this time. It was only a matter of principle, and one to which she did not object, nor did she think was necessary. She asked that staff state their viewpoints, after which the Council would move forward on the agenda.

Mhel Kavanaugh-Lynch acknowledged that, at times, difficult issues must be discussed. She reminded Council that such issues had arisen in the past and she saw no reason why they could not continue to be discussed in meetings with staff present. She also expressed her need to hear the discussions when Council members were preparing advice for the program to better understand the final decisions and thus to better carry out the Council's wishes. Further, she could not imagine what issues would come up that required discussion without staff except issues such as the allegations that had come up previously, and had been handled appropriately at that time. Finally, she reiterated the point that Beverly had brought up concerning the interdependence (as opposed to independence) of the Council and staff, and pointed out that staff were there to advise Council members and bring their expertise to the table.

Larry Gruder pointed out that Council meetings were open to the public except when upcoming funding mechanisms and priorities or particular grants were being discussed. He reiterated the need for individuals to bring up issues to be discussed, even when they are difficult. He also noted that Council members may talk to one another at any time. Finally, he pointed out that Council and staff had both worked very hard to create the unity and partnership that currently exists, and felt that formally recognizing a separate meeting on the agenda on a regular basis would be moving backwards and sending the wrong message. Tough issues need to be confronted and dealt with, and the Council and staff are stronger for having done so in the past.

Carol MacLeod thanked all for the discussion and said she felt that any issues that need to be addressed can be handled by organizing into procedures for particular points, and that Council discussions at meetings will remain entirely open to staff. She summarized by saying that she had not heard anyone argue that there was a necessity, on a regular basis, for sessions closed to staff. Should the need arise, it will presumably be dealt with.

Andrea Martin requested that the issue of unilateral Council member actions be addressed. Carol MacLeod stated that it would be taken up at the end of the meeting if there was time.

III. Approval of 5/16-5/17/97 Minutes

The minutes were approved as written.

IV. Old Business

CLOSED SESSION

A. 1997 CA Breast Cancer Research Symposium

Bob Erwin distributed a revised draft agenda (see attached) and presented the results of the planning Subcommittee meeting held the night before. Four poster discussion sessions were proposed, with 2 running simultaneously during each of 2 time slots. Bob Erwin and Marco Gottardis volunteered to divide the abstracts among the 4 groups (roughly, earlier detection, social/behavioral research, treatment, basic science research) and choose the 5 or 6 in each group to make 8 minute oral presentations (from among those who indicated that they would like to give oral presentations).

It was suggested that each session be moderated by a panel of 3 people – a staff member, a scientist Council member and an advocate Council member.

The subcommittee had discussed having a “Master/Mistress of Ceremonies” and had suggested Holly Mitchell, a previous Senate Health Committee staffer and current E.D. of the Black Women’s Health Project.

Staff was requested to prepare press packets for members of the media. They will work with the Public Information Representative at UCOP.

Suzette summarized the art displays which are scheduled for the Symposium.

The subcommittee also suggested asking CEWAER to host a booth on legislative issues and advocacy.

MOTION: *Carol MacLeod moved that all recommendations made by the subcommittee be approved. Passed unanimously.*

B. Procedure for Election of Council Officers

Arlyne Draper suggested that the Council adopt a formal procedure for the nomination and election of Council officers. Possible procedures were discussed.

MOTION: *Arlyne Draper moved that the following procedure be adopted starting in the 1997-1998 session: At the second-to-last meeting of the year, nominations for Chair and Vice Chair will be accepted; nominees will then submit to BCRP a 1-page statement to be distributed to all members. Elections will be held by secret ballot at the next meeting. Passed unanimously.*

C. Election of Vice Chair

Nominees: Maria Pellegrini
Marco Gottardis
Suzette Wright
Beverly Rhine

Ballots were collected by staff. A run-off election between the two with the most votes (Maria Pellegrini and Suzette Wright) was held. Suzette Wright was elected.

IV. New Business

1997-1998 Calendar

Council members discussed the 1997-1998 schedule of meetings. It was decided that another meeting prior to the Symposium was not necessary. Carol MacLeod suggested that the planning for the next cycle follow the funding meeting because the Council then has a good sense of the response to the previous cycle. It was discussed that any significant changes in the Call must be decided earlier than this to allow staff time to prepare the Call, but that it is indeed much easier for the Council to make suggestions after the funding meeting. Therefore, it was decided that the Cycle V planning will take place over two meetings – a general sense of what will be offered, along with any proposed significant changes, will be discussed at the February meeting, and minor changes in the Call and finalization of the Cycle V decisions will occur at the June meeting. The schedule was decided as follows:

September 16	Sacramento	Symposium
September 17	Sacramento	New Members' Orientation 8-10, Council Meeting 10-4
November 7	Los Angeles	
February 6	San Diego	Cycle V preliminary planning
May 8-9	Oakland	Cycle IV Funding Meeting
June 6	Oakland	Cycle V final planning

VI. Announcements

Arlyne Draper updated members on state and federal breast cancer legislation.

VII. Adjournment

The meeting was adjourned at 4:30 P.M.

1997 CALIFORNIA BREAST CANCER RESEARCH SYMPOSIUM

DRAFT PROGRAM 6/30/97

- 8:00 – 8:30** **Poster and Booth Set-up**
- 8:30 – 9:30** **Registration and Continental Breakfast**
- 9:30 – 9:45** **Welcome**
- 9:45 – 11:30** **Mistress of Ceremonies Holly Mitchell (pending)**
- Keynote Speakers**
 Mina Bissell
 Bella Abzug (pending confirmation)
- 11:30 – 12:30** **Poster Viewing and Cycle IV Information Meeting**
- 12:30 – 2:00** **Lunch**
 Barbara Friedman
 Susan Claymon
- 2:00 – 3:15** **Poster Discussion Sessions A and B**
 5 talks and 20 posters each
 chaired by BCRC Scientist, BCRC Advocate and
 BCRP Staff Member
- 3:15 – 3:45** **Break**
- 3:45 – 5:00** **Poster Discussion Sessions A and B**
 5 talks and 20 posters each
 chaired by BCRC Scientist, BCRC Advocate and
 BCRP Staff Member
- 5:00 – 6:00** **Reception**

Other features:

Displays by breast cancer advocacy organizations

Letters going out by 7/15

Art displays

Raging Light

Altered Images

8 Breast Cancer Quilts

Acongongua Display

CABCO photos

??Pulling Back the Sheet

Booths for BCEDP and Cancer Registry

BCRP Booth

Current publications

Mailing List sign-up

Evaluation Form drop-off

CEWAER “Contact your Legislature” booth

July 3, 1997

To Non-Profit Health Organizations and Breast Cancer Advocacy Groups:

The California Breast Cancer Research Program is holding its first statewide meeting to report research results to the people of California in September, 1997 -- the 1997 California Breast Cancer Research Symposium. The Symposium will be held September 16, 1997, at the Sacramento Convention Center. The Program, which is open to the public, will offer Keynote Addresses by breast cancer scientist Mina Bissell and breast cancer advocate Bella Abzug, as well as lunch addresses by former Assemblywoman Barbara Friedman and former chair of the Breast Cancer Research Council Susan Claymon. Scientists funded by the Program will present the progress and results of their research to a broad audience of scientists, breast cancer advocates, state legislators, their staff, and interested public.

We would like to invite you to join in exhibiting non-profit health and breast cancer advocacy/support organizations at the Symposium. Each organization which reserves exhibit space will be provided a table, two chairs in front of a display board to provide information about the organization. We request that no items be offered for sale at this exhibit.

There is no charge for this opportunity to display information about your organization, and lunch will be provided to all Symposium participants. Space, however, is limited and should be reserved as soon as possible. Enclosed are postcards advertising the event for you to distribute (more are available upon request) and an Exhibit Response Form. If you are interested in Exhibit space for your organization, please return the enclosed form. Please feel free to photocopy this form for other organizations you may know of. Individuals interested in attending the event may reserve space via our Internet Home Page, e-mail, or telephone.

We hope to see you in Sacramento on September 16. Meanwhile, please feel free to contact us with any questions or concerns.

Sincerely,



Marion (Mhel) H. E. Kavanaugh-Lynch, M.D., M.P.H.
Director, Breast Cancer Research Program

**1997 CALIFORNIA BREAST CANCER RESEARCH
SYMPOSIUM**

EXHIBITOR'S RESPONSE FORM

NAME OF ORGANIZATION: _____

CONTACT PERSON: _____

ADDRESS: _____

TELEPHONE: _____

FAX: _____

E-MAIL ADDRESS: _____

NUMBER OF REPRESENTATIVES ATTENDING:

NAME(S): _____

**Each exhibitor will be provided with a display board behind a table and two chairs.
We will try to accommodate any special needs/requests. Please let us know what
these are:**

Please return form by FAX to BCRP at (510) 835-4740