

**California Breast Cancer Research Council Meeting Minutes
October 25, 2024**

University of California Office of the President, 1111 Franklin St, Lobby 1, Oakland, CA

Members Present: Erika Bell, Bryan Goldner, Argelia Flores, Lesley Taylor, Svasti Haricharan, Thomas Jascur, Salma Shariff-Marco, Lori Petitti, Barbara Perry, Christopher Clinton Conway, Hisashi Tanaka, Maura Dickler, Wendy Shurelds, Sharon Pitteri (Zoom), Svetlana Popova (Zoom)

Members Absent: None

Staff: Katherine McKenzie, Senaida Poole, Sharima Rasanayagam, Samantha Fernandez

Call to Order and Introductions: Erika called the meeting to order at 9:35 AM. Council members and staff introduced themselves and shared their hobbies and summer activities.

I. Approval of June 28 and August 13 Minutes: The council reviewed the minutes from the June 28 and August 13, 2024 meetings.

Motion: Barbara moved (Christopher seconded) to approve both sets of minutes without edits. The motion passed unanimously.

II. Executive Director RGPO Updates: Kathleen Erwin provided updates from the Research Grants Program Office including announcing the upcoming departure of UC President Michael Drake from UCOP, which she did not expect to affect CBCRP directly. She reported that the hiring within the RGPO office has stabilized and the recruitment for the director has been posted with an expected selection announcement anticipated for early 2025. She described how the learnings from CBCRP are being applied to other research programs within RGPO through Sen's work on implementing the California Firefighter Cancer Prevention and Research Program and also serving as PI for the grant received to enhance the community engagement components of the Climate Action Initiative. Kathleen expressed deep appreciation for staff and council work.

III. Director's Report: Katie McKenzie provided updates from the California Breast Cancer Research Program. She reported that Samantha Fernandez is assisting CBCRP while Lisa is on leave. She described the final allocations in the Governor's budget for the cigarette tax revenue (upward revision of \$289,000 from January, but down overall from last year by \$884,00) and the Tax Checkoff. The Tax Checkoff is currently under allocated, but staff are working with the UC budget office to ensure that all funds are allocated in future years. Katie also reviewed the activities the staff engaged in since the June meeting and described the plan to recruit a new council member by the March meeting to take the slot opened by Kelly Shanahan's resignation.

IV. Testing Primary Prevention Programmatic Review: Sharima Rasanayagam and Erika Bell led the Council through the programmatic review of the Testing Primary Prevention application. The council shared their rationales for their programmatic scores, viewed the scientific merit scores and discussed the funding recommendation.

Motion: Bryan moved (Barbara seconded) to fund. The council voted 5 in favor and the motion and 10 opposed. The motion did not pass.

V. Local Level Needs Phase II RFP Review: Sharima presented the Request for Proposals (RFP) for Local Level Needs Phase II to the Council. The Council provided feedback to make sure sample questions and responsiveness prompts address breast cancer risk and clarify that the list of characteristics is a list of examples rather than a requirement to address all characteristics revisions.

Motion: Bryan moved (Salma seconded) to incorporate revisions discussed in the meeting and submitted via email and then release the RFP. The motion passed unanimously.

During lunch, Lesley gave her Meet-a-Member presentation.

VI. PI4 Convener RFQ Review: Sharima presented the Request for Qualifications (RFQ) for the PI4 Convener to the Council. The Council thought the RFQ was worthwhile, but was concerned that the direct costs offered would be insufficient for the amount of work, resources and award duration covered by the RFQ. They asked staff to investigate whether the amount is sufficient if inflation and current costs are taken into consideration.

VII. Community Initiatives Update: Sen Poole shared an update on the QuickStart community-partnered participatory research technical support program and described the in-person and on-line outreach meetings that were conducted. Sen provided a review orientation for the inaugural Community Research Collaboration Planning Award and invited council members to sign up to conduct the application review in November. Argelia Flores, Salma Shariff-Marco, and Sharon Pitteri volunteered.

VIII. Cycle 30 Funding Report: Katie provided an overview of the funding that has taken place in Cycle 30. She described the funding success rates and award distributions by award type, priority area and institutions.

IX. Cycle 31 Letter of Intent Review Orientation: Katie provided an orientation for the Cycle 31 Letter of Intent review. Letter of Intent review is to be conducted in November in time for decisions to be made at the December council meeting.

XII. Committee Reports & 2024-25 Preview

Reports from various committees were presented. Most included previews of the year ahead:

- **Policy:** Erika described the activities of the PRAG, which reviewed the dissemination plan for the Equity in Genomic Testing policy project and approved supplemental funding. She invited the council to join the UCSD Symposium on Improving Equitable Access to Mandated Fertility Preservation Coverage in California Conference, which is hosted by a currently funded policy award PI. Sharima agreed to send the conference notice to the council following the meeting
- **Outreach:** Katie described the accomplishments and future activities of the Outreach Committee, including holding a successful virtual conference in January 2024 and serving as the reviewers for conference award applications in the 2024-25 funding cycle.

- **Evaluation:** Sen described the evaluation committee activities, which guided the 2023 priority setting process and created programmatic goals and funding strategy recommendations. Going forward the committee will identify useful evaluations, including potentially frugal research funding.
- **Finance:** Katie described the finance committee activities, which were limited to reviewing and presenting CBCRP financial status to the council. Lesley and Svasti volunteered to join the committee to explore ways to increase funding for the program.
- **Council Feedback:** Bryan described a new council feedback committee idea to implement a council survey that would be submitted annually. The council would be solely responsible for running it. The council members agreed that they would like to implement this survey and Bryan and Erika volunteered to lead the survey process.

X. Program Initiatives Update: Sharima reported on the plan to hold a grantee meeting in the Spring to bring together grantees funded through the Biomonitoring, Chemical Mixtures and Many Pathways program initiatives to share best practices and learnings. The meeting is scheduled for Spring 2025 and will be a private in-person meeting that council members are invited to join.

XI. Priority Setting Implementation Update: Sen provided an update on staff progress in implementing Council recommendations from the 2023 Priority-Setting Retreat.

XIII. Announcements

No announcements were shared.

XIV. Adjournment

Erika adjourned the meeting at 4:30pm.