



Andy Hill Cancer Research Endowment Standing Committee on Grants Meeting Minutes December 13, 2023

The following board members appointed by the CARE Fund Board of Directors currently comprise the Standing Committee on Grants: Fred Appelbaum, Cliff Berkman, Thomas Brown, David Byrd, and Karin Rodland.

Committee Members Present and Constituting a Quorum: Fred Appelbaum, Cliff Berkman, Thomas Brown, David Byrd

Committee Members Absent: Karin Rodland

CARE Staff Attendees: Laura Flores Cantrell, Peter Choi, Tasha Florez, Jennifer Puttuck, Joseph Sparacio

Guest Attendees: N/A

Wednesday, December 13, 2023, 3:00 – 4:00 p.m. (PT)

1. Welcome

At Chair Rodland's request, the meeting was chaired by Fred Appelbaum in her absence. Quorum was established and confirmed at 3:03 p.m. by Fred Appelbaum.

2. Rivkin Center/CARE Fund Award – Reviewer Appointments

Fred reminded the Committee that the Board approved a collaboration with the Rivkin Center to co-fund up to \$1 million for ovarian cancer research grants.

One of the Committee's charges is the appointment of an independent expert scientific review and advisory committee to evaluate grant proposals for cancer research and recommend grants to be made from the CARE Fund.

Rivkin Center has reviewed the applications for this grant opportunity and has identified reviewer candidates (provided in Committee meeting materials).

Fred opened a discussion regarding the Rivkin Center-identified reviewer candidates. A discussion followed.

MOTION: Cliff Berkman moved to appoint the slate of reviewer candidates to the scientific review committee, including alternate reviewers, as presented by Rivkin Center to review the Rivkin Center/CARE Fund award applications. David Byrd seconded the motion. The motion was approved unanimously.

3. Program Areas and Allocation Plan

Fred reminded the Committee that at the November 8, 2023 board meeting the Board adopted three grant program areas (provided in Committee meeting materials).

Fred presented a matrix of the program areas based on the Board's discussion at the November 8 board meeting. The matrix outlines the three program areas, including their respective purpose, funding mechanism, and program eligibility. The proposed Funding Opportunities and proposed Program Name were two items identified for further Committee input.

Fred asked the Committee to discuss whether the matrix reflects the Board's adopted approach to organizing future CARE Fund grantmaking and partnerships and whether the funding opportunities and program names reflect the Board's approach.

A discussion followed. The Committee discussed how to further elaborate on the types of program activities described in Program B.

MOTION: David Byrd moved to recommend Board approval of the Proposed Grant Opportunities by Program Area, revised to include an elaboration on the types of activities described in Program B. Thomas Brown seconded the motion. The motion was approved unanimously.

Fred invited Peter to present the Allocation Plan.

Peter presented the CARE Fund Allocation Plan through FY25.

Peter gave the floor to Fred to facilitate a discussion.

MOTION: Thomas Brown moved to recommend Board approval of the CARE Fund Allocation Plan through FY25, as presented. David Byrd seconded the motion. The motion was approved unanimously.

4. Public Health Seattle and King County Partnership

Joseph Sparacio gave a presentation on the proposed Public Health Seattle and King County (PHSKC)/CARE Fund co-funding partnership that was discussed in a previous board meeting.

Joseph noted that King County would oversee the project and that CARE Funds would be matched with non-state funds. The CARE Fund can also provide technical consultation and input into the project.

Following the presentation, the floor was opened for discussion.

MOTION: David Byrd moved to recommend Board approval of the Public Health Seattle and King County Partnership, as presented. Cliff Berkman seconded the motion. The motion was approved unanimously.

5. Public Comment

No members of the public were present to provide comment.

6. Adjourn

The meeting was adjourned at 3:55 p.m.

I certify that the foregoing is a true and correct copy of the minutes approved by the CARE Board of Directors at a regular meeting of the board on February 28, 2024.

DocuSigned by:
Jennifer Kampsula Wong
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Jennifer Kampsula Wong, CARE Board Secretary

2/29/2024

Date