

Cancer Research Endowment Authority Board Meeting Minutes

The following board members, constituting a quorum, were present:

Elaine Albert
Leslie Alexandre
Frederick Appelbaum
Thomas Brown
David Byrd
Weihang Chai (phone)
Eunice Hostetter
Jennifer Kampsula Wong (phone)

Board Members Absent: Carol Dahl, Steven Harr, James Hendricks

Guest Attendees: Thomas Bates, Sarah Lyman, Peter Choi

Board Meeting Fred Hutchinson Cancer Research Center, Arnold Building, Room M4-A805/817,
1100 Fairview Ave N, Seattle, WA 98109 and Conference Call | Wednesday, February 7, 2018
3:00 p.m. — 5:00 p.m.

3:00 p.m. Welcome (Fred Appelbaum)

A quorum being present, the meeting was called to order.

3:05 – 3:10 p.m. Consent Agenda (Fred Appelbaum)

The consent agenda items were presented.

- 12/13/17 board meeting minutes
- 1/2/18 board subcommittee meeting minutes

The meeting was open to provide comments or corrections to the consent agenda items, which had been sent to the board prior to the meeting. There being no comments or objections to the minutes, the consent agenda items were approved.

3:10 – 3:25 p.m. Legislative Update (Thomas Bates)

A legislative update was provided. The governor signed into law SB 5375, which renamed the Cancer Research Endowment Authority to the Andy Hill Cancer Research Endowment (CARE). The law also adds Andy Hill CARE proposal applications as exempt from disclosure under RCW 42.56.270.

A summary about the bill signing ceremony, which coincided with ACS lobby day, was presented. Two distinguished researcher grantees were also present at the signing.

There was discussion about raising awareness of the Andy Hill CARE Fund among lawmakers and the public.

The status of the state budget process for fiscal year 2019 was presented. There was a discussion on keeping the legislature informed about the CARE Fund budget and the status of grant programs.

It was noted that Empire Health Foundation will update program materials to reflect the changes resulting from SB 5375.

3:25 – 4:15 p.m. CARE Fund Allocation Plan Public Hearing (Fred Appelbaum)

The public comment period for the CARE Fund allocation plan was opened. There were no members of the public in-person or on the telephone conference line.

There was a discussion on the status of CARE funding, the CARE budget, available funds for grant making, and the process to determine how to allocate the available funds. Two processes to move forward were discussed:

1. Sequester CARE funds and make multi-year grant commitments with only existing CARE funds
2. Make multi-year awards with the assumption that budget will be available either through expected future state appropriations or other private fundraising by CARE

There was a discussion about Breakthrough Program: the caliber of applications, continued funding, achievement and demonstration of milestones, and a mechanism for stopping funding.

There was an overview and discussion of the Fund Allocation Plan Background page, which was distributed in the board meeting materials. The benefit of a strategic planning session for future program development was raised.

A motion was made, seconded, and unanimously approved to allocate CARE funds to target awarding 15 Distinguished Researcher grants and up to 3 first year Breakthrough Research grants through 2020.

4:15 – 4:45 p.m. Board Review Criteria – Breakthrough Program (Fred Appelbaum)

The Breakthrough Research Program decision-making process was reviewed and discussed.

The following was resolved:

1. CARE board members should not be a principal investigator or co-principal investigator on Breakthrough Research Program proposals. However, board members could be co-investigators participants in a proposal.
2. The board determined not to make any explicit policy regarding whether proposals might be funded at lower levels than requested.
3. CARE board members will not be permitted to provide additional information regarding applications during application deliberations unless all applicants are given the same opportunity.
4. The tie-breaking process was approved with the following changes
 - a. Add, “in the following order” to the line before tie-breakers

b. Remove vi. Other criteria TBD

There was a question as to whether AAAS could evaluate the value of the proposals, that is the cost of the proposed Breakthrough project relative to the AAAS score.¹

Empire Health Foundation and CARE's AAG will review non-state match documentation to draw funds from the state transfer account.

A question that has been asked by applicants is whether federal grant funds would qualify as a non-state match. These funds would be allowable if the applicant/grantee can demonstrate that the aims of the proposed project and their non-state match funded project are linked or highly related. Grantees will have to demonstrate match up front or the institution must be a guarantor of non-state match funds before CARE funds are disbursed.

Motion to: approve the Breakthrough review process with previously mentioned amendments and to not allow CARE board members to be a PI or co-PI on applications; was made, seconded, and unanimously approved.

4:45 – 4:50 p.m. Board Officer Elections (Fred Appelbaum)

Motion to re-elect Fred Appelbaum as Chair, Eunice Hostetter as Secretary, and Steve Harr as Treasurer was made, seconded, and unanimously approved.

Board term periods and reappointments were discussed. Elaine Albert, Leslie Alexandre, Carol Dahl (per Leslie), Tom Brown, and Steve Harr (per email communication) are willing to continue serving on the CARE Board. Whether these are new 4-year terms on and additional 2-year terms will be clarified.

Two board positions, a public seat and a donor seat remain vacant.

4:40 – 5:00 p.m. CARE Update (Sarah Lyman)

The second cohort of the Distinguished Researcher Program will open early next week after making minor changes to address the feedback received from the first cohort. The application period will close mid-April with the plan to make a funding decision at the June 20 board meeting.

It was clarified that costs incurred by grantee for the Distinguished Researcher recruitment prior to their start date are allowable.

¹ This question was posed to AAAS after the meeting. The AAAS response is that they are not in a position to evaluate the relative value proposition or potential financial ROI of the proposals beyond assessing the potential significance, impact, and feasibility of the proposed work from a scientific and technical perspective. The AAAS review criteria does not evaluate the proposals against one another.

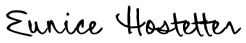
An update on CARE Executive Director hiring process was provided.

The CARE Impact Report (Annual Report) was presented. Immediate feedback was solicited.

5:00 p.m. Meeting Adjourned

With no other business, the meeting was adjourned.

Dated: 1/18/2019

DocuSigned by:

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Eunice Hostetter
CARE Board Secretary