



**Andy Hill Cancer Research Endowment Board
Ad Hoc Committee Meeting Minutes
October 10, 2018, 8:00–8:30 a.m.**

The following board members, selected to serve on the ad hoc committee and constituting a quorum were present: David Byrd (phone), Jim Hendricks (phone)

Board Members Absent: None

CARE Staff Attendees: Peter Choi (phone), Laura Flores Cantrell (phone)

Guest Attendees: None

Board Ad Hoc Committee Meeting Conference Call | Wednesday, October 10, 2018 8:00–8:30 a.m.

8:05 a.m. Welcome (Laura Flores Cantrell)

The meeting was called to order.

8:05–8:20 a.m. Scientific Advisory Committee (Laura Flores Cantrell)

This Ad Hoc Committee was authorized at the August 23, 2018 board meeting to review and appoint an independent expert scientific review and advisory committee to evaluate the 2018 Breakthrough Research Full Proposals (deadline September 21, 2018).

The committee discussed the qualifications needed to serve as an independent expert scientific review and advisory committee member as outlined in RCW 43.348.050. The committee discussed the reviewer qualifications provided by American Association for the Advancement of Science (AAAS). There was further discussion as to whether the information provided is sufficient to determine whether the reviewers have nationally recognized expertise. The committee agreed to approve this panel of reviewers, conditioned on AAAS providing supplemental information that affirmatively states that the reviewers are nationally recognized with expertise in the scientific, clinical, ethical, commercial, and regulatory aspects of cancer research, prevention, and care (in line with RCW 43.348.050(2)). The committee agreed that AAAS should also state the factors considered to affirm that their reviewers are nationally recognized experts, such as: type of institution (e.g., large, top-tier research institution); membership in national organizations and groups (e.g., National Academy of Sciences, NIH study sections, reviewers of national journals, etc.); Principal Investigator on research projects; and other factors that indicate the reviewer is recognized nationally.

The committee discussed the goal that future panels include a broad base of cancer research such as expertise in health disparities, behavioral health, survivorship, etc. Instructions to AAAS for future panels should reflect this goal.

MOTION: A motion to appoint the AAAS reviewer candidates to the independent expert scientific review and advisory committee, on the condition that AAAS can provide additional information to establish that the reviewers have nationally recognized expertise, was made by Jim Hendricks, seconded by David Byrd, and unanimously approved.

CARE staff will follow-up with AAAS and request information to confirm that reviewer candidates are nationally recognized experts. The committee will be informed of AAAS's response to the condition via email. The committee agreed that if the condition is met, the panel is appointed without additional ad hoc committee action.

The full CARE Board will be updated regarding the decision at the October 22, 2018 CARE Board Meeting.

8:20 a.m. Meeting Adjourned (Laura Flores Cantrell)

With no other business, the meeting was adjourned.

1/18/2019

Dated:

DocuSigned by:

Eunice Hostetter

Eunice Hostetter

CARE Board Secretary