



## Andy Hill Cancer Research Endowment Standing Committee on Grants Meeting Minutes February 1, 2023

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

Committee Members Present and Constituting a Quorum: Cliff Berkman, Thomas Brown, David Byrd, Karin Rodland

Committee Members Absent: None

CARE Staff Attendees: Peter Choi, Tasha Florez, Jennifer Puttuck

Guest Attendees: None

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Wednesday, February 1, 2023, 9:30–10:00 a.m. (PT)

### 1. Welcome

Karin Rodland welcomed the Committee members and thanked them for their participation.

Karin reminded the Committee that the CARE Fund Statute (RCW 43.348.050) states that an independent expert scientific review and advisory committee for the purpose of evaluating grant proposals for cancer research and recommending grants to be made from the CARE Fund must be appointed by the Board. The committee must consist of individuals with nationally recognized expertise in the scientific, clinical, ethical, commercial, and regulatory aspects of cancer research, prevention, and care.

### 2. Appoint Breakthrough Seed Funding Grant Application Review Committee Members

Karin invited the Committee to disclose any affiliations, or actual, potential, or perceived conflicts of interest. No conflicts of interest were identified.

Karin opened the floor for the Committee's discussion of the reviewer candidates presented in written materials from the American Institute of Biological Sciences (AIBS) for the review of the applications to the Breakthrough Seed Funding request for proposals. Peter Choi provided an update on the status of one reviewer candidate whose recruitment was still pending. He noted that, if appointed by the Committee, the reviewer would participate in the review if AIBS is able to complete the recruitment. The committee did not express any concerns with the candidates' qualifications as presented.

The Committee discussed diversity in the peer review panels and asked how AIBS recruits for and tracks review panel diversity. The Committee requested that CARE Fund staff formalize the

information that AIBS has provided to CARE Fund regarding diversity in review panels and share it with the Committee at a future meeting.

MOTION: Thomas Brown moved to appoint the slate of reviewer candidates to the scientific review committee as presented by AIBS to review the Breakthrough Seed Funding applications. David Byrd seconded the motion. The motion was approved unanimously.

### 3. Public Comment

No members of the public were present to provide comment.

### 4. Adjourn

With no other business, the meeting was adjourned at 10:00 a.m.

I certify that the foregoing is a true and correct copy of the minutes approved by the CARE Board of Directors at a special meeting of the board on May 3, 2023.

*Eunice Hostetter*

[Eunice Hostetter \(May 5, 2023 10:44 PDT\)](#)

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Eunice Hostetter, CARE Board Secretary

**May 5, 2023**

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Date