

Breast Cancer Research Council Meeting Minutes
November 30, 2018: Council Meeting
Zoom Video Conference Meeting Oakland, CA

Members Present: Francine Halberg, JoAnn Loulan, Ghecemy Lopez, Sharon Lum, Dolores Moorehead, Ana Navarro, Robert Oshima, Thu Quach, Tasha Stoiber, Joan Venticinque, Veronica Vieira

Members Absent: Patricia Wu, Lisa Eli

Staff: Nick Anthis, Mhel Kavanaugh-Lynch, Katherine McKenzie, Lisa Minniefield, Senaida Poole

I. Call to Order: Joan called the council to order at 9:08 am and called role of all council members.

II. Approval of Minutes: The council reviewed the minutes from the October council meeting.

MOTION: Bob moved (JoAnn seconded) to approve the October meeting minutes. The motion passed unanimously.

III. LOI Recommendations: Katie briefly overviewed the review process and then the members discussed the scoring scales and how they determined the recommendations. The group decided to invite 22 LOIs to submit a full application.

IV. Conference Awards: Ghecemy presented a summary of the application that was submitted. The Outreach Committee recommended that the application be funded with contingencies.

MOTION: Joan moved (Bob seconded) to accept the committee's recommendation and fund the conference Award application. The motion passed unanimously.

V. PI-3 Update: Nick presented an update and next steps for the Global Challenge. He provided a summary of the judging process and timeline, showed the council the ToPreventBreastCancer.org website. Nick then requested that the council get involved with helping to spread the word about the Challenge and gave them with the Communications Toolkit that will help guide them with different ways to reach out to their networks. Nick presented a CBCPI update that included the release of the two new CBCPI RFPs, *Examining Hormone Concentrations of Interest to Breast Cancer Risk in California's Beef* and *Non-Targeted Testing of Chemicals in Drinking Water in California* at were released on November 8th and will be due on January 17, 2019. Nick also presented a PI-3 update overviewing the recruitment of the Strategy Advisors, upcoming meetings with the Steering Committee Members and Strategy Advisors in the New Year. He summarized the council's discussion for how best to keep the council informed about PI-3. Veronica volunteered to be the Council representative to keep the group informed. The council is hoping to get another member to step as an alternative.

VI. Policy Topics: Nick gave an overview on the Policy Initiative, including the criteria for selecting the topics and summarized the first two topic projects. He then presented what the PRAG discussed at their meetings about the next two topics—Alcohol and Metastatic Breast Cancer. The PRAG recommends that the CBCRC fund and implement a third and fourth project under the initiative: Topic 3: *Barriers to Care for Women with Metastatic Breast Cancer* and Policy Project Topic 4: *Awareness of Alcohol as a Risk Factor for Breast Cancer*. The group discussed the proposed project and how best to add/wordsmith the topic questions in the projects.

MOTION: Francine moved (Dolores seconded) to accept to PRAG's recommendation to fund and implement both Policy Topics. The motion passed unanimously.

VII. Announcements: none

Joan adjourned meeting at 11:32 am.