

**Minutes**  
**TEXAS CANCER COUNCIL MEETING**  
**Texas Medical Association**  
**401 W. 15<sup>th</sup> Street, Austin, Texas**  
**August 5, 2005**

Those present: Mr. James Dannenbaum, Dr. Courtney Townsend, Dr. Donald Spencer, Dr. Sylvia Fernandez, Dr. Lloyd Croft, Dr. Karen Heusinkveld, Dr. Clare Chaney, Ms. Rubye Henderson, Ms. Diane Barber, Ms. Juanita Salinas in stead of DSHS ex-officio Debra Stabeno, and Dr. Carolyn Harvey.

Also in attendance: Ms. Melissa Juarez from the Attorney General's office, Ms. Gaye Lindsey from NOEP, Ms. Anita Wheeler from TSHN at DSHS, Mr. Grady Basler and Dr. K. Rankin of DOEP. TCC staff present: Ms. Sandra Balderrama, Ms. Lisa Nelson, Ms. Yvette Jimenez, Ms. Michelle Huddleston, Ms. Jane Osmond, and Ms. Jodie Smith.

Mr. Dannenbaum announced a quorum and addressed requests for excused absences from Ms. Karen Bonner, Dr. Larry Herrera, and Dr. Taylor Wharton. Dr. Townsend moved to accept the excused absences, Dr. Spencer seconded. None opposed, motion passed

Dr. Heusinkveld moved to adopt the minutes from the May 13, 2005, Council meeting. Dr. Townsend seconded. None opposed, motion carried.

**Biennial Election**

Dr. Townsend nominated Dr. Spencer for vice-chairman and Dr. Heusinkveld for secretary for the FY 2006-07 biennium. These are the current officers. Dr. Croft seconded, none opposed, motion passed.

**Executive Director's Report—by Ms. Balderrama**

- Office move—The TCC office is moving to 701 W. 51<sup>st</sup> Street, 2<sup>nd</sup> floor, John Winters building. Build out of the space is scheduled for mid August with the move by the end of September.
- TCC 20 year Anniversary—Staff has been looking at hosting a 20<sup>th</sup> year celebration perhaps the evening before the next Board meeting. Updates will be given, as information is available.
- Update on TCC hiring for new positions—Through the Coalition support contract with DSHS, TCC is hiring a full-time person to work in the TCC office with the CDC funds received through DSHS. Ms. Balderrama has interviewed candidates and is prepared to make an offer.
- *Texas Cancer Plan* Distribution—All of the mail outs have occurred, and there was a press release that received minimal response. Everything has been done that will be done on the distribution of the *Plan*. The Spanish version of the brochure is ready and the Spanish *Plan* is almost done.
- Cancer Control Toolkit—by Ms. Salinas. They have three mock-ups produced to take into the community. She showed the demonstration and noted that they have comments for how to improve it for the final version. She explained what tools are in the box. She explained that Carla Strom would be taking the mock-ups out into communities to get more feedback before final production is done. October is when they anticipate the final version. Mr. Dannenbaum asked about the resources in the kit.
- Legislative Activities—No additional information.
- FY 06 Meetings—The Board decided to meet next on November 11. A December date would be second choice.

### **TCC Rule Revision 25 TAC § 701.8**

Dr. Townsend moved to adopt the amendment to 25 TAC sections 701.8, as published in the May 27<sup>th</sup> issue of the *Texas Register*, in accordance with the requirements of the Administrative Procedure Act. Seconded by Dr. Fernandez. None opposed, motion passed.

### **FY 2005 Budget and Performance**

- FY 2005 Grants Report—by Ms. Smith
- FY 2005 Performance Report: Third Quarter Summary—by Ms. Smith
- FY 2005 Expenditure Report—by Ms. Huddleston
- FY 2005 Grant Expenditures Report—by Ms. Huddleston
- FY 2005 Budget Transfer Request from Candlelighters of El Paso  
Dr. Spencer moved to authorize the Executive Director to approve a budget transfer of \$12,553 for the Candlelighters of El Paso to further their project goals. Seconded by Ms. Henderson. None opposed, motion passed.
  
- FY 2005 DSHS/TCC Contract  
Dr. Croft moved to authorize the Executive Director to use the amended funds of \$4,390 for appropriate Texas Comprehensive Cancer Control Coalition expenses. Seconded by Dr. Townsend. None opposed, motion passed.

### **FY 2006 Budget Allocation and Policy Issues**

- Adoption of FY 2006 Operating Budget  
Dr. Heusinkveld moved to adopt the above operating budget for FY 2006. Seconded by Dr. Croft. None opposed, motion passed.
  
- FY 2006 Budget Overview and Allocation
  - Payroll/Human Resources Services contract  
Dr. Townsend moved to authorize the TCC Executive Director to negotiate a fiscal services contract for an amount not to exceed \$6,000. Funds are to be allocated out of the Council's administrative budget. Seconded by Dr. Croft. None opposed, motion passed.
  
  - Miscellaneous cancer services operating expenditures  
Dr. Croft moved to allocate \$11,200 for miscellaneous operating expenditures related to implementation of the *Texas Cancer Plan* and to grant the TCC Executive Director authority to use the funds for appropriate cancer services related expenses. Funds are to be allocated out of the cancer services operating budget. Second by Ms. Barber, none opposed, motion passed.
  
- FY 2006 Operating Budget Detail  
Ms. Balderrama noted that most of the money in the Rent category is going to build out the new office space. There were no questions or comments from the Board.

### **FY 05 Programmatic Issues and FY 06 Project Funding Decisions**

Report from Contract Management Committee—by Dr. Spencer

- Contract Amendment Request from the Cancer Nutrition Network for Texans.  
Dr. Spencer moved to fund at \$3,253. Second by Ms. Henderson. None opposed, motion passed. Dr. Townsend abstained. Mr. Dannenbaum asked Dr. Townsend to suggest that Dr. Phillips contact Regina Rodgers in Beaumont for support of the workshop funded by this amendment.

- Contract Amendment Request from the *Texas Cancer Plan* Update Program.  
Dr. Spencer moved to fund at \$2,378. He explained that this contract amendment would fund the program to go to four communities to get feedback on the toolkit. Dr. Townsend seconded. Mr. Dannenbaum asked about how this work would be sequenced with the other toolkit work. None opposed, motion passed. Ms. Barber abstained.
- Request to transfer copyright from KTXT-TV, Esperanza, and MDACC projects.  
Dr. Spencer stated that, on reprints, TCC acknowledgment remains on the publication, and on revisions, TCC acknowledgement would not remain since TCC would not be a part of the revision process. Copyright transfers are effective as of the last reimbursement after the end of the contract. Ms. Juarez suggested that TCC policy and transfer document should include a non-exclusive license for TCC to use, reproduce, distribute, etc., the material after the copyright is transferred. It's a royalty-free license. Mr. Dannenbaum asked Ms. Juarez if the non-exclusive license could include the Council's distribution of the material free of charge to third-party entities. Ms. Juarez said that would be permissible and appropriate under the non-exclusive license. Mr. Dannenbaum asked the Council if this is the policy they would like to follow on all copyright transfer requests and the members agreed that it is.
  - Dr. Spencer moved to authorize the transfer of copyright to MD Anderson Cancer Center for the *Listen Up II* video. Second by Ms. Henderson. Dr. Harvey opposed, Ms. Barber abstained. Motion passed.
  - Dr. Spencer moved to authorize transfer of the copyright to KTXT-TV for the *I Can Do It! Fun Ways to Grow Up Healthy* book, the I Can Do It brochures in Spanish and English, the interstitials in English and Spanish, and videos. Seconded by Dr. Townsend. Dr. Harvey opposed, motion passed.
  - Dr. Spencer moved to relinquish all copyright ownership for the *Capacitar Manual for Cancer Patients and Caregivers* and to transfer the copyright ownership of its Spanish translation. Ms. Juarez approved the legality of this motion. Dr. Townsend seconded. Dr. Harvey opposed, motion passed.
- Colorectal Supplemental Funds from DSHS  
Dr. Spencer moved to authorize the Executive Director to execute a contract amendment or new contract with the DSHS to provide the described services. Seconded by Dr. Fernandez, none opposed, motion carried.
  - Demonstration Project to Utilize Cancer Control Toolkit  
Dr. Spencer moved to direct TCC staff to solicit applications to fund two site coordinators to assist two Texas communities, utilizing the *Texas Cancer Plan* and the *Cancer Control Toolkit*, to develop and implement a cancer control program that addresses Goal V: Survivorship. Seconded by Dr. Croft. Mr. Dannenbaum asked questions of staff about how this project fits in with other initiatives. Ms. Osmond responded to his questions. Dr. Chaney asked questions of Ms. Osmond, as well. None opposed, motion carried.
  - TCC application CDC for Colorectal Screening Funds  
Dr. Spencer moved to, should funds be awarded to TCC, authorize the Executive Director to execute a contract with the Centers for Disease Prevention and Control, hire a Program Manager, and solicit applications to fund four communities to provide program services. Dr. Townsend seconded. Dr. Harvey asked who is writing the grants. Ms. Balderrama responded. None opposed, motion carried.

- **Texans Conquer Cancer License Plate Funds**  
The Legislature authorized TCC to spend up to \$40,000 out of the Texans Conquer Cancer License Plate Fund next year. The TCCLPA advised to fund five grants at \$5,000 this year. Dr. Spencer moved to approve a funding cap of \$5,000 per grant and direct TCC staff to solicit applications to fund five patient support service programs from the Texans Conquer Cancer License Plate fund. Dr. Chaney seconded. Mr. Dannenbaum asked about the effectiveness of this funding amount. Dr. Chaney responded that the amount of funding is effective because it goes to already-existing institutions to provide direct support services to cancer patients. None opposed, motion carried.
- **FY 2006 Applications for Funding**  
Dr. Spencer noted these common elements in the following applications: First, many of the contracts are on the fourth year of a five-year budget. These are the step-down programs. The programs need to get replacement funds in years four and five, though their performance measures should stay the same. Second, many of the programs have performance measure changes in response to the State Auditor's Office audit of TCC. It is not that the programs are doing less, but the measurement and how some activities fit into the definitions have changed.

**Prevention Information and Services**

1. **Cancer Prevention Through the Texas School Health Network – Dept. of State Health Services**  
Dr. Spencer motioned to fund at \$210,000. The project covers other non-cancer topics and the Council's interest is in maintaining documentation of the cancer-related portion of this project. Board members congratulated Ms. Wheeler on her good work on this project. Seconded by Dr. Croft. None opposed, motion carried.
2. **Spit Tobacco Prevention Network – The Texas A&M Univ. System HSC Research Foundation**  
Dr. Spencer summarized the program's work plan for FY06. He motioned to fund at \$146,000, to allow this program to reapply in FY 2007, and direct the program to pursue at least three sources of sustainable funding. Seconded by Ms. Henderson. None opposed, motion carried. Mr. Dannenbaum suggested that the project make a connection with major and minor league baseball team owners. Dr. Townsend suggested that Mr. Dannenbaum contact team owner Mr. McLane and that any other Board members contact Tom Hicks to assist with introductions to TCC programs. Dr. Rankin noted that pancreas and bladder cancers have been strongly linked to spit tobacco in the most recent research. Dr. Rankin noted that getting out publicity is a better use of STOPN's money than are the cessation conferences. She noted that, if STOPN is not working with TSHN, it should be. She also notified the Board of some smoke-free movie organizations. She responded to Mr. Dannenbaum's questions by saying that dipping one can of high-nicotine spit tobacco is equivalent to four packs of cigarettes and has immediate cardiovascular negative impacts. Pancreatic cancer would be a closer term effect than oral cancer. Mr. Dannenbaum asked Dr. Rankin for information, and she said she could pass along information to him developed by the Mayo Clinic. He would like the information to use with team owners.

Dr. Heusinkveld noted that U.S. Senator Kay Bailey Hutchison has recently been very supportive of cancer issues, passed the Patient Navigator Act, and been filmed for a video on a TCC-funded project. She suggested that the Council keep her involved in its activities.

3. Cancer Risk Reduction Education Through Texas Cooperative Extension Service – Texas Cooperative Extension  
Dr. Spencer summarized the program’s work plan for FY06 and motioned to fund at \$109,757. Seconded by Dr. Fernandez. None opposed, motion passed.
4. Panhandle Community Partnerships: Comprehensive Tobacco Control Program – The Don and Sybil Harrington Cancer Center  
Dr. Spencer highlighted the program’s FY06 work plan, moved to fund at \$49,968, and allow the program to apply for FY2007 funding at an increased funding amount that will enable them to expand into 8 new communities. He wants the program to get help from NOEP, DOEP, and POEP, and to pursue more grant funding. Seconded by Dr. Heusinkveld. None opposed, motion passed.
5. Reducing Tobacco Use in Rural Communities – Texas Cooperative Extension  
Motion by Dr. Spencer to fund at \$49,996 and allow project to apply for FY2007 funds. Seconded by Dr. Croft. None opposed, motion passed
6. Team Health Program – Cancer Therapy and Research Center  
Motion by Dr. Spencer to fund at \$40,000. Seconded by Dr. Croft. Mr. Dannenbaum asked if this program coordinates with UTHSC-San Antonio, a local foundation, and the Cigarroa family. None opposed, motion passed.
7. Project CHHIK (Creating Healthy Habits in Kids) – Paris Regional Medical Center  
Motion by Dr. Spencer to fund at \$36,350. Seconded by Dr. Fernandez. Dr. Fernandez commented that the program is well-oriented in educating grandparents as well as parents. None opposed, motion carried.
8. North Texas Children’s Cancer Prevention Program – North Central Texas Community Health Care Center  
Dr. Spencer summarized the program and noted that it is a step-down program. He moved to fund at \$40,000. Seconded by Dr. Chaney. Dr. Chaney asked to make sure that the “tanning bed safety” programs don’t actually promote any safe way to tan with tanning beds. None opposed, motion carried.
9. Children’s Prevention Initiative – Education Service Center Region XV  
Dr. Spencer discussed the program and noted that the program has had programmatic and documentation problems this year, but that it seems to be on track now. He moved to fund at \$40,000. Seconded by Dr. Heusinkveld. None opposed, motion carried.
10. OriGENal voice: Girls for Tobacco-Free Living – GENAustin (Girls Empowerment Network)  
Dr. Spencer summarized this youth-driven program. He moved to fund at \$48,000. Seconded by Dr. Fernandez. None opposed, motion carried.
11. OriGENal voice Bell County: Girls Speaking Out Against Big Tobacco – Scott & White Hospital  
Dr. Spencer noted that this is a step-down program. There are two communities of girls and a control area, plus an adult advisory group. He moved to fund at \$40,000. Seconded by Dr. Chaney. Dr. Chaney asked if this program has materials to help adults talk to girls like the Austin-based project has. None opposed, motion carried.
12. Big Country Healthier Kids Initiative – Hendrick Cancer Center

Dr. Spencer discussed this step-down program. He moved to fund at \$39,989. Seconded by Ms. Henderson. Dr. Chaney commented on the high quit rate of this program's tobacco cessation component. Mr. Dannenbaum suggested that former Texas state Senator Grant Jones and Julia Jones Matthews, if they are still alive and active in Abilene, would be good contacts for this program. Dr. Chaney abstained. None opposed, motion carried.

13. Growing Healthy: Developing Healthy Lifestyles for Prevention Sake – Lake Country Area Health Education Center

Dr. Spencer summarized the work plan of this step-down program and moved to fund at \$39,929. Ms. Henderson seconded the motion. None opposed, motion passed. Dr. Spencer suggested that the program ask Pilgrim's Pride for continuation funding.

**Early Detection and Treatment**

14. Prostate Outreach Program – UT MD Anderson Cancer Center

Dr. Spencer explained this program. It has created a prostate cancer video in English, Spanish, Vietnamese, and Chinese. He moved to fund at \$34,174. Seconded by Dr. Croft. None opposed, motion carried. Ms. Barber abstained.

15. Colon Cancer Awareness Initiative (CCAI) – Paris Regional Medical Center

Dr. Spencer explained the program's work plan and its past reductions in scope. He moved to fund this program at \$26,803. Seconded by Dr. Fernandez. None opposed, motion carried.

16. Valley Colorectal Screening Information and Service – UTMB at Galveston

Dr. Spencer discussed this step-down program. He moved to fund at \$60,000. Seconded by Dr. Heusinkveld. None opposed, motion carried.

**Professional Education and Practice**

17. Physician Oncology Education Program – Texas Medical Association Special Funds Foundation

Dr. Spencer moved to fund at \$289,939. Dr. Heusinkveld seconded. Dr. Harvey expressed concern about turnover in project directors on this project. None opposed, motion passed.

18. Nurse Oncology Education Program – Texas Nurses Foundation

Dr. Spencer noted that this project is in its twentieth year and moved to fund up to \$344,000. Seconded by Dr. Heusinkveld. None opposed, motion carried.

19. Dental Oncology Education Program – The Texas A&M Univ. System HSC Research Foundation

Dr. Spencer moved to fund at \$198,000. Seconded by Dr. Croft. Question from Mr. Dannenbaum about artificial sweeteners and oral cancers. Dr. Rankin answered his questions. Dr. Rankin asked that the Board consider increasing the program's funding cap for future funding periods in light of the program's productivity. Dr. Harvey asked Dr. Rankin about the relationship between dentists' and dental hygienists' professional responsibilities as it related to the program's proposed workshop for dental hygienists in FY06. None opposed, motion carried.

20. Female Cancer Screening Education for Nurses in Rural or Medically Underserved Areas of Texas – UT M.D. Anderson Cancer Center

Dr. Spencer noted that the project began as a four-year project and is now in its seventh year. He advised the Council to set a cut-off date for this program. He moved to fund at \$46,770 and allow this project to apply for FY 2007 Council funding. Seconded by Dr.

Harvey, who noted that this program provides excellent training that equips nurses to provide BCCCS-related services. None opposed, motion carried. Ms. Barber abstained. Dr. Heusinkveld noted that this program is invited to apply for the FY07 grant year. Dr. Harvey suggested the possibility that this project could be combined with NOEP. Dr. Spencer also discussed the possibility of MD Anderson picking up all of the support for this program when TCC funding ends.

### **Cancer Data and Planning**

#### 21. Texas Cancer Data Center – UT M.D. Anderson Cancer Center

Dr. Spencer stated that this program is very responsive to Council needs and provides support for TCC activities that would be difficult without TCDC. He moved to fund \$306,969 from TCC funds for TCDC operations and \$9,999 from TCCCC support funds for Coalition website support for a total of \$316,968. Seconded by Dr. Heusinkveld. The Board discussed the relationship between TCDC and the Cancer Registry at the DSHS. Mr. Dannenbaum requested that the Board be prepared to answer the question of why the Council should continue to fund TCDC now that the Registry has funding sufficient to reach Gold Level Certification, if a legislator poses the question. None opposed, motion passed.

#### 22. Cancer Data in the Lower Rio Grande Valley – UT Health Science Center at Houston

Dr. Spencer explained the various components of current improvements in the Texas Cancer Registry and how this program relates to the other components of Registry improvement. Dr. Spencer moved to fund at \$79,861 and allow project to apply for FY2007 funding. Seconded by Dr. Croft. None opposed, motion passed.

#### 23. Cancer Resource Enhancement Program – Funding Solutions

Dr. Spencer noted that this program is doing good work. He moved to fund at \$75,000 and allow program to apply for FY2007 funds. Seconded by Dr. Heusinkveld. None opposed, motion passed.

#### 24. Texas Cancer Plan Update Program – UT M.D. Anderson Cancer Center

Dr. Spencer explained how this program relates to the other components of toolkit-related work and funding. This program will allow the program to go back to the 8 communities that originally gave input on the *Plan* with the final *Plan* and the toolkit finished products. MD Anderson is contributing significant in-kind to support this program. Dr. Spencer moved to fund at \$6,029. Dr. Fernandez seconded the motion. Dr. Heusinkveld asked that Board members attend the community meetings and that TCC staff get those dates to the Board when they are set. None opposed, motion carried.

### **Survivorship**

#### 25. Family Support – Cancer Care Services

Dr. Spencer discussed this step-down program. He moved to fund at \$59,953. Seconded by Dr. Croft. None opposed, motion passed.

#### 26. The Esperanza Project – Candlelighters of El Paso

Dr. Spencer explained the structure of this step-down program and its recent administrative changes. He moved to fund at \$60,000. Seconded by Ms. Barber. Mr. Dannenbaum asked staff if the program is coordinating with former TCC board member Pete Duarte who was at Thomasson Hospital in El Paso. Staff will ask the program about this. Mr. Dannenbaum requested that the program contact Thomasson Hospital as a partner, even if Mr. Duarte is not still there. None opposed, motion carried.

27. Promesa Salud Caregiver – Planned Parenthood Asso. of Cameron and Willacy Counties, Inc.  
Dr. Spencer noted that this is a step-down funding program. It collaborates with the TCC-funded project at UTMB. He moved to fund at \$60,000. Seconded by Dr. Fernandez. Mr. Dannenbaum asked whether the program is coordinating with the Valley Baptist hospital system and suggested that its new General Counsel might be a good connection, open to collaboration. None opposed, motion carried.
28. Cancer Nutrition Network for Texans – UTMB at Galveston  
Dr. Spencer explained that this program has expanded its reach beyond nutrition into other areas such as legal information and respite care. The program is also using video workshops as an alternative to in-person trainings. Dr. Spencer moved to fund at \$51,000 and allow this project to apply for FY 2007 Council funding. Seconded by Dr. Heusinkveld. None opposed, motion carried.
29. Cancer Survivor Videos – CancerTogether  
Dr. Spencer explained this program's FY06 work plan and gave his opinion that it is not the best use of Council funds to continue funding this program after FY06. Dr. Spencer moved to fund at \$100,000. He did not move to invite the program to apply for FY07 funding, though suggested that the Board and committee would be open to considering an FY07 application based on the program's performance in FY06, particularly concerning effective distribution to a Hispanic audience. Ms. Lindsey responded that the OEPs are providing two survivorship conferences this next year that they would be happy to cooperate with Cancer Together on and use the program's video resources. Seconded by Heusinkveld. None opposed, motion carried.

Dr. Spencer addressed the Board concerning the division of Council funding between long-term, statewide programs and community-based, shorter-term programs receiving seed money from the Council. Ten of the Council's currently funded projects are not time-delineated and consume 60% of the Council's dollars. The other 40% of the funding supports the remaining 19 projects. He suggested that the Council be aware of the philosophical shift that is happening in its funding decisions and make a clear decision about what it wants to fund. He requested that the Council add this topic to its strategic planning session for next spring. Mr. Dannenbaum responded, as did Dr. Harvey. Mr. Dannenbaum also suggested that CREP should be at the Council's strategic planning session to advise the Council on other sources of funding to expand the Council's ability to fund all of the programs it judges as effective.

**Update on Council member activities related to cancer prevention**

There were no updates on Council member activities nor public comment.

Dr. Spencer moved to adjourn. Seconded by Dr. Heusinkveld. None opposed, motion passed.

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Signature

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Date