

Minutes
TEXAS CANCER COUNCIL
211 E. 7th Street ♦ Room 111 ♦ Austin, Texas
December 9, 2004

The meeting was called to order by Mr. Dannenebaum, who then announced a quorum and welcomed Dr. Fernandez.

Those present: Mr. Jim Dannenbaum, Dr. Donald Spencer, Ms. Ruby Henderson, Dr. Larry Herrera, Dr. Lloyd Craft, Ms. Diane Barber, Ms. Debra Stabeno, Dr. Karen Heusinkveld, Ms. Karen Bonner, Dr. Sylvia Fernandez, and Dr. Carolyn Harvey. Mr. Dannenbaum announced requests for excused absences from Drs. Chaney, Townsend, and Wharton. Motion by Dr. Spencer to adopt excused absences, second by Ms. Bonner, none opposed. Motion carried.

Mr. Dannenbaum announced the following visitors: Dr. Billy Phillips of UTMB, Dr. Lewis Foxhall and Carla Strom of M.D. Anderson Cancer Center, Mike Dany of Texas Division of ACS, Melissa Juarez of the Attorney General's Office, Juanita Salinas of Texas Department of State Health Services.

Mr. Dannenbaum introduced the minutes from the August 13, 2004 Council meeting. Ms. Bonner noted that she would alert staff to some typing errors that need to be corrected. The Council adopted the minutes.

Executive Director's Report

Ms. Sandra Balderrama spoke on the following:

- ACS's St. George National Award being awarded to Dr. Heusinkveld

- *Texas Cancer Plan* 4th Edition. Dr. Foxhall commented on the collaborative, inclusive process. Dr. Heusinkveld asked about the status of the toolkit component that is still under development and suggested that the toolkit be taken back out to the same communities that participated in the original community groups that gave input on the Plan Update. Ms. Salinas will forward the current draft of the toolkit to Ms. Balderrama, who will pass it along to the Board members. Dr. Harvey asked about the distribution plan for the new Plan. A motion to approve, direct staff to publish, and distribute the revised *Texas Cancer Plan* was submitted by Dr. Spencer. Seconded by Ms. Henderson. None opposed, motion carried.

- The TCC Project Directors' Meeting was held Sept 30-October 1. We had great participation and Charlsa Bentley was the keynote speaker. The first day was training on the project guide and networking, the second day was program evaluation.

- **Legislative Activities:** The agency has had two budget hearings so far, and Ms. Balderrama has been meeting with legislators and their staff.
- **Appointments to Board:** The Lt. Governor's office still has two positions to appoint, and the Governor's office just filled the one position with Dr. Fernandez.
- **Meeting dates for the FY 2005:** The proposed date of Friday, Feb.18, 2005, is not a good date with some members, so staff will poll members about the alternate dates of Feb 25 and March 5. The two proposed dates for subsequent Board meetings are Fridays, May 13 and August 5, 2005.

Update on Cancer Registry Improvement Workgroup

Dr. Spencer and Dr. Philips reported on the workgroup's progress. The first draft of the report is being finalized presently. It will be sent to the Commissioner of Health by mid-December. Dr. Spencer encouraged Board members to talk with their legislators about this report. Mr. Dannenbaum referenced legislation to be filed by Representative Turner to encourage greater private participation in cancer issues and noted the possibility of one-time funding by pharmaceutical companies to get the Cancer Registry to gold standard.

TCC Rule Revision §§701.2 and 701.21

Dr. Spencer motioned to publish the rule amendments in §§701.2 and 701.21 in the "Rules Proposed" section of the *Texas Register* in accordance with the requirements of the Administrative Procedure Act, Texas Government Code Annotated, Chapter 2001. Second by Ms. Bonner, none opposed, motion carried.

Cancer Nutrition Network of Texas Project Presentation

Dr. Philips discussed the history and current status of the CNNT. They are currently collaborating more than ever and anticipate this trend to continue. NOEP and POEP are partners. They are developing a new respite care initiative in FY05. The program is applying for continuation funding from other sources to support its infrastructure.

FY 2004 Budget and Performance

Jodie Smith presented the Quarterly Report of Grants Pursued and the FY 2004 Performance Report. Dr. Herrera requested that the number of grants received be added to the Board's report in future quarters. The Board discussed the Texas School Health Network developing more distance or online education and CNNT including in its donated hours the time of student reviewers who peer review publications for CNNT. Michelle Huddleston presented the FY 2004 Expenditure Report and Contract Expenditure Report

FY 2005 Programmatic Issues

- **Concept Paper – UT School of Public Health at Brownsville**
Ms. Balderrama gave an overview of the Planning and Program Development Committee's assessment. Dr. Spencer would like to see Dr. Nancy Weiss at the

Texas Cancer Registry very involved in developing this program so that it is beneficial to the Registry's needs. He also noted the concern that this program would crossover to Mexico, and that a proposal would have to exclude travel to Mexico. Mr. Dannenbaum asked how the program will define the border region, or whether this program will focus only on Brownsville. Maurice Atlas and Glen Roney are two prominent citizens in the Valley who have a long-standing interest in cancer, and Mr. Dannenbaum requested that they be contacted about being involved in this program. Ms. Henderson moved to authorize the Texas Cancer Registry and the University of Texas-Houston School of Public Health at Brownsville to submit an application to TCC for FY 2005 funding with a funding cap of up to \$100,000. Second by Dr. Herrera, none opposed, motion carried.

- **Concept Paper – UTMB Department of Obstetrics**
Ms. Balderrama gave an overview of the Planning and Program Development Committee's assessment. The Planning and Program Development Committee recommends that this program not be invited to submit a full application because this proposal is more research-oriented than is consistent with the Council's mission. Dr. Herrera moved that we not accept an application, second by Dr. Heusinkveld. Dr. Spencer commented on the proposal and recommended that the Council write a letter in support of the program. Mr. Dannenbaum noted the link of this proposal to the concept of a Young Investigator's Research Fund. The Board discussed peer review and the Council's lack of a peer review process to review research requests at this point. None opposed, motion passed.
- **Concept Paper – UTMDACC Prostate Outreach Project**
Ms. Balderrama gave an overview of the Planning and Program Development Committee's assessment. Motion by Ms. Henderson to authorize the UT M.D. Anderson Cancer Center Prostate Outreach Project to submit an application to TCC for FY 2005 funding. Second by Ms. Bonner. Barber abstained. None opposed. Motion passed.

Contract Management Committee report

- Dr. Spencer reported on a contract amendment request from POEP. Dr. Spencer moved to approve a contract amendment for POEP of up to \$10,000 to print and distribute the pocket guide. Second by Dr. Herrera, none opposed, motion passed.
- Dr. Spencer presented a contract amendment request from CancerTogether. He also recommended that staff make sure the TCC logo is on all packaging and collateral materials for interviews produced by this project. There was a second recommendation by Dr. Spencer to make sure that the next five interviews produced with TCC funds focus more on the medically underserved than have previous videos. Also, the Board will require that NOEP and POEP be reviewers of CancerTogether video content and style before final video

production. Board members expressed concerns about the interviews being biased because pharmaceutical companies sponsor them. Dr. Spencer moved to fund this contract amendment for \$50,000 and allow the program to apply for a full \$100,000 in FY 2006.

- Project background on the Cancer Resource Enhancement Project was given by Dr. Spencer. Dr. Spencer moved to fund Funding Solutions up to \$56,500 for a nine-month period, to direct staff to work with the Project Director to project appropriate performance measures and to determine the nature and number of Funding Solution's on-site visits to TCC funded programs. The Project Director will be directed to work closely with TCC's Executive Director in planning the exact nature and level of funding assistance to be provided to each program. The Project Director will be expected to provide weekly updates to the Executive Director and to travel to Austin for meetings with TCC staff as needed. The Board directed TCC staff to work with the Project Director to address errors in the budget. Second by Ms. Bonner. Mr. Dannenbaum mentioned Senator Hutchison and the Academy of Science, along with Congressman Colberson, a Houston-area Congressman, as legislators with a demonstrated interest in bringing medical funding to Texas. None opposed, motion passed.

The committee recommended not to fund SUMA/Orchard Social Marketing, Inc on the Cancer Resource Enhancement Program RFP.

Dr. Croft brought the Board's attention to DOEP's Monograph on Oral Complications of Cancer Therapy. The Board asked Dr. Fernandez to contact Ajay Castro and extend its best wishes to her.

No public comment.

Meeting adjourned.

Signature

Date