

MINUTES
Texas Cancer Council
Austin
February 21, 2003

Members Present:

James D. Dannenbaum, Chairman
Donald Spencer, M.D., Vice Chairman
Karen Heusinkveld, R.N., Dr.P.H., Secretary
F. Diane Barber, R.N., M.S.
Karen Bonner
A. Clare Buie Chaney, Ph.D.
Carolyn Harvey, Ph.D.
Ruby Henderson, M.Ed.
Sue Sandlin
Courtney Townsend, Jr., M.D.
J. Taylor Wharton, M.D.
Debra Stabeno (representing Texas Department of Health)

Call To Order

The meeting was called to order at 9:22 a.m. by TCC Chairman James Dannenbaum in the May Owens Conference Room of the Texas Medical Association, Austin. A quorum was present.

Excused Absences

A motion was passed excusing the absence of Larry Herrera, M.D. (motion by Dr. Townsend, seconded by Dr. Wharton)(Audreyjane Castro's absence was excused in the adjournment of the meeting).

Adoption Of Minutes

Minutes of the November 20, 2002 Council meeting were reviewed and adopted (motion by Dr. Spencer, seconded by Dr. Wharton).

Introduction of Guests

Mr. Dannenbaum introduced the following guests at the Council board meeting: Suze Miller, Texas Partnership for End-of-Life Care; Juanita Salina, Texas Department of Health; Melissa Juarez, Texas Attorney General's Office; Leslie Jones, Physicians Oncology Education Program; Anne Williamson, Texas Department of Health. Mr. Dannenbaum welcomed Debra Stabeno, the Deputy Commissioner for Programs at the Texas Department of Health and new TDH representative to the Council.

Executive Director's Report

Legislative Session

Ms. Jacobs reported to the Council that the agency was asked to submit a new Legislative Appropriations Request that would fit the agency's "available revenue" budget, presented to the Legislature by the Legislative Budget Board. She said the new budget had been submitted and that the Council was projecting it would fund 26 initiatives in the next biennium, down from the 31 initiatives funded this fiscal year. Ms. Jacobs reported that the agency's budget was cut approximately \$500,000 a year for the next two years, but that the Council should still get a dollar-for-dollar match from its funded initiatives.

Ms. Jacobs reported that the agency had twice presented budget testimony to the House Committee on Appropriations Subcommittee for Health and Human Services the previous week, first detailing how the agency had met its FY 2003 7 percent budget cuts and then laying out the agency's 2004-05 budget. She stated that while the agency was required to submit a 7 percent cut for FY 2003, the Council had been able to provide 9 percent in reductions. The agency's administrative budget was cut drastically through a freeze in travel, training, and other methods. Council projects were also asked to return unused funds without cutting their services.

Ms. Jacobs told the Council that the House Committee on Appropriations would begin marking up the appropriations bill within a week and that the Council would be presenting budget testimony to the Senate Committee on Finance on Feb. 24, 2003.

The Council expressed concern over reports presented to legislators in recent weeks that suggested the consolidation or abolition of the Council. Ms. Jacobs told members that the staff and Chairman Dannenbaum were working hard to ensure lawmakers had accurate information on which to base their decisions. In response to the Texas Conservative Coalition Research Institute report which recommended abolishing the Council, Ms. Jacobs told Council members that other cancer organizations cited in the report as duplicative of the Council's work had written letters to lawmakers addressing the report's inaccuracies. Ms. Jacobs also noted that the American Cancer Society was fully supportive of the Council and had made Council funding one of their legislative priorities.

Chairman Dannenbaum noted that many new Council members might not know how instrumental the Council had been in developing many successful programs that were now being funded by other organizations. He noted that the Council had helped the Texas Department of Health to continue funding for the Cancer Registry and was instrumental in bringing the Centers for Disease Control and Prevention's Comprehensive Cancer Control grant to Texas.

Dr. Townsend informed the Council that the state's Breast and Cervical Cancer Control Program was initially possible because the Council was already funding breast screening programs when the National Cancer Institute (NCI) began funding the program. Additionally, Council funding was used to augment areas of the program not funded by the

NCI, such as diagnostic screenings and case management and outreach programs.

Dr. Heusinkveld stated that the African-American Breast Cancer Outreach program was an example of the Council promoting culturally appropriate services to underserved populations.

Ms. Jacobs stated that the Mobile Mammography Clinic, a project founded by the Council, continues to serve the women of West Texas even after Council funding ended and has screened 16,873 women, detected 149 cancers, and traveled over 100,000 miles.

Dr. Heusinkveld stated that the Council's professional oncology education programs filled a niche that existed in health care professionals continuing education, and that other states cannot duplicate these services.

Dr. Townsend reminded board members that it was the Council that began the Office of Tobacco Prevention and Control at the Texas Department of Health, a program that TDH now completely funds.

Dr. Spencer stated that the CATCHUM program was the only example in which all Texas medical schools worked together to develop a common curriculum. The program is now funded by NCI, and that would not have happened without the state's emphasis on this effort.

Comprehensive Cancer Control CDC Grant Update

Ms. Jacobs informed the board that the Council had been told by the Texas Department of Health it would be the state agency to reapply for funds from the Centers for Disease Control and Prevention (CDC) should new funding for the Comprehensive Cancer Control Grant become available. Discussions about transferring the existing grant to the Council are in progress with the TDH staff.

Health Disparities Task Force

Ms. Jacobs informed the Council that expected January 2003 report from the Task Force has yet to be published. She said work was continuing on the report and the final draft will be presented to legislative leaders when it is completed.

Breast and Cervical Cancer Action Plan

Ms. Jacobs told the Council that the Texas Department of Health has provided supplemental CDC funds from the Breast and Cervical Cancer Control Program to update the state's breast and cervical cancer plans. The Council's Physicians Oncology Education Program is heading this effort and expects to have the updated plan completed in June 2003. Dr. Townsend asked that Council members have the opportunity to review the plans at the May 2003 meeting.

Texans Conquer Cancer License Plate Update

Ms. Jacobs informed the Council that the dedicated license plate fund is still growing at approximately \$1,000 per month and that the License Plate Advisory Committee has met

twice by telephone. The Council would be considering proposed rules later in the meeting.

TCC's State Office of Risk Management Audit

Ms. Jacobs informed the Council that the agency had successfully completed its State Office of Risk Management Audit. She acknowledged the efforts of TCC Business Manager Lisa Nelson in successfully leading the agency through the audit.

Update on Pain Control Guidelines

Ms. Jacobs stated that she and Dr. Spencer had worked with others to update the text to the *Pain Control Guidelines* but that no money was available to publish the booklet after the recent cost-savings budget reductions. Dr. Chaney suggested Ms. Jacobs contact pharmacology companies to see if they might provide the funds to publish. Chairman Dannenbaum directed Ms. Jacobs to contact C. Stratton Hill, M.D., a former Council board member and original author of the *Pain Guidelines* booklet, and ask him to assist the Council in finding funds to publish the *Guidelines*.

U.S. Health and Human Services Secretary Tommy Thompson's Austin Visit

Ms. Jacobs reported that she had met HHS Secretary Thompson during his visit to Austin and that he was very interested in cancer control issues.

African-American Breast Control Outreach Conference

Ms. Jacobs reported that the AABCO Conference will be March 7 and 8 in Dallas and that she would be a conference speaker. The Council-funded project will publicly unveil its outreach model to African-American women at this conference. Mr. Dannenbaum directed Ms. Jacobs to ensure former Council member Barbara Lord Watson was invited to the conference.

Upcoming Meeting Dates

Ms. Jacobs informed the Council that meeting dates for the remainder of fiscal year 2003 are May 9 and August 8.

Introduction of New Staff

Ms. Jacobs introduced the agency's new assistant program manager, Jane Osmond, to the Council.

TDH Update

TDH Deputy Commissioner for Programs Debra Stabeno gave the Council a broad overview of the proposed FY 2004-05 TDH budget. She noted there were reductions across the board in programs and that the Cancer Registry was not included in the agency's priority building blocks list. She said the Cancer Registry was among priorities to add back to the TDH budget if additional funds became available. Dr. Spencer asked how much general revenue is required to fund the Cancer Registry and Ms. Stabeno said it would take approximately \$2 million to maintain current services. Chairman Dannenbaum asked if the existing Registry materials and data bases would be retained even if the Registry were not funded and Ms. Stabeno replied that they would be sustained.

Texas Partnership for End-of-Life Care (TxPEC) Presentation

TxPEC Executive Director Suze Miller made a presentation to the Council, detailing the work of her Council-funded initiative and how the organization was pursuing funding to continue their efforts after Council funding ended. Ms. Miller noted that they currently had 14 partnerships and were developing a broader base to ensure sustainability in future years. A key to this outcome is to diversify their donor base and increase the number of individual donors.

Texans Conquer Cancer Advisory Committee

Ms. Jacobs referred Council members to the proposed rules for awarding grants to Texas non-profits out of the Texans Conquer Cancer License Plate fund. She stated that changes in the rules were included in the updated materials. Attorney General representative Melissa Juarez presented the revisions, noting that they were mostly changes in style. The Council passed a motion authorizing the staff to publish the proposed new rules, 25 Texas Administrative Code, sections 704.1 – 704.13, 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 (motion by Dr. Spencer, seconded by Ms. Bonner). An amendment was offered by Dr. Chaney, adding the following clause before section 704.7(d)(2), “Because other resources may cover these costs, funds may not . . .” (motion by Dr. Chaney, seconded by Dr. Harvey).

Project Director’s Evaluation of Meeting and Agency

Ms. Jacobs referred Council members to their packets to review the agency evaluation comments and scores that were received during the Council’s most recent project directors meeting. She informed the Council that Dr. Townsend and Ms. Barber both made well-received and popular presentations at the meeting.

FY 2003 Fiscal and Programmatic Issues

FY 2003 Performance Report: First Quarter Summary

TCC Program Manager Don Ray explained the Council’s performance measures, noting that most measures are meeting or exceeding projections. The only measure that was lagging behind was “Number of Clock Hours of Training Conducted for Health Care and/or Education Professionals” and that this measure usually picks up later in the fiscal year.

FY 2002 Expenditure and Contract Expenditure Report

TCC Accountant Michelle Huddleston informed the Council that as of Jan. 31, 2003, the agency had expended 44 percent of its administrative budget and 17 percent of its cancer services budget. She also noted that the 9 percent budget reduction had been reserved from 2003.

FY 2003 Fiscal and Programmatic Issues

Report from the Contract Management Committee

Dr. Spencer informed the Council that funding caps for the amount of money for which

Council projects could apply for FY 2004 funding were discussed during the Contract Management meeting. He noted that the funding cap level is the maximum level and that projects could apply for lower amounts. In considering funding cap levels, Dr. Spencer said that future funding would allow for only one project person to travel to Austin for the Council's annual Project Directors meeting, no out-of-state travel would be approved, no Council-funded salary caps would be approved, and no technology upgrades would be allowed. The Council adopted a motion approving funding caps and special instructions for the projects scheduled for continuation in FY 2004 (motion by Dr. Spencer, seconded by Dr. Heusinkveld).

Introduction of Guest

Council member Dr. Harvey introduced Cheryl Chester, the Executive Director of the National Black Leadership Initiative on Cancer, to the Council. Chairman Dannenbaum thanked Ms. Chester for attending the Council meeting.

Public Comments

No public comments were received.

Adjournment

Ms. Jacobs informed the Council that Council member Audreyjane Castro had been unable to make the Council meeting due to travel difficulties encountered that morning. As there was no further business, a motion was passed excusing the absence of Ms. Castro and adjourning the meeting at 11:59 a.m. (motion by Dr. Spencer, seconded by Dr. Townsend).

Signature

Date