

MINUTES
Texas Cancer Council
Austin
May 4, 2001

MEMBERS PRESENT:

James D. Dannenbaum, Chairman
Donald Spencer, M.D., Vice Chairman
Karen Heusinkveld, R.N., Dr.P.H., Secretary
Audreyjane Castro
Claire Chaney, Ph.D.
Carolyn Harvey, Ph.D.
Rubye Henderson
William Levin, M.D.
John F. Sandbach, M.D.
Courtney Townsend, M.D.
J. Taylor Wharton, M.D.
Anne Williamson (representing Texas Department of Health)

CALL TO ORDER

The meeting was called to order at 10:20 a.m. by TCC Chairman James Dannenbaum in the Thompson Auditorium of the Texas Medical Association, Austin. A quorum was present.

EXCUSED ABSENCES

A motion was passed excusing the absences of Karen Bonner, Patricia Castiglia, Ph.D., and Larry Herrera, M.D. (motion by Dr. Townsend, seconded by Dr. Levin).

ADOPTION OF MINUTES

Minutes of the February 9, 2001 Council meeting were reviewed and adopted with corrections (motion by Dr. Heusinkveld, seconded by Dr. Levin).

EXECUTIVE DIRECTOR'S REPORT

TCC Executive Director Mickey Jacobs informed Council members that funds from the Centers for Disease Control and Prevention's Comprehensive Cancer Control Grant will be used by the Texas Department of Health to fund a study conducted by the L.B.J. School of Public Affairs on the cost of cancer in Texas. Ms. Jacobs also briefed the Council on the status of bills filed in the Texas Legislature that could impact the Council or other cancer efforts in Texas. Bills included in this report were SB 1467, SB 614, HB 101, SB 1156, HB 3154, SB 322, and SB 1589.

Ms. Jacobs told the Council that C. Stratton Hill, M.D., is in the process of updating the “Guidelines for Treatment of Cancer Pain” booklet and that TCC would be reprinting the publication as soon as possible. She told the Council that this remains one of the most asked-for publications in the TCC library.

Ms. Jacobs told the Council that any member who prefers to receive their board materials packet electronically can now do so. Council members may elect to continue to receive their materials in hard copy by mail.

Ms. Jacobs introduced TCC’s new administrative assistant Pauline Berryman to the Council.

FUTURE TEXAS CANCER COUNCIL MEETING DATES

Ms. Jacobs informed the Council that a survey of future meeting dates was taken among Council members and the dates selected are: Aug. 10, 2001; Nov. 2, 2001; Feb. 1, 2002; April 26, 2002; and Aug. 2, 2002. Ms. Jacobs informed Council members how important their individual participation is in Council deliberations and reminded members of past difficulties in obtaining a quorum for Council meetings.

FY 2001 BUDGET AND PERFORMANCE REPORTS

TCC Assistant Program Manager Doug Mitchell, D.D.M., reported that nearly all Council projects had attained 50 percent of their FY 2001 projected performance measure projections and there were no problems anticipated in this area.

TCC Accountant Michelle Huddleston informed the Council that as of March 30, 2001, the Council had expended 57 percent of its administrative budget and 33 percent of its Plan budget for FY 2001. These figures are consistent with where the Council expected expenditures to be at this point of the fiscal year.

FISCAL YEAR 2001 PROGRAMMATIC ISSUES

The Contract Management Committee reported the following motions to the Council:

- **Dental Oncology Education Program** – The DOEP requested funding to produce an additional 350 CD-ROMs on differential diagnosis of oral lesions that will be provided to other Council-funded professional education projects. A motion was passed authorizing the TCC staff to execute a contract amendment with Texas A&M Research Foundation for \$700 (motion by Dr. Spencer, seconded by Dr. Sandbach).
- **Enhancing Knowledge of Long-Term Effects of Childhood Cancer Treatment Program** – This project is developing an educational program to increase health care professionals’ knowledge of the long-term consequences of cancer treatment. The project previously produced 2,000 lay brochures, in English and Spanish, entitled

“Supportive Care for Children with Life Limited Illness.” The brochures have been distributed to hospices and children’s hospitals throughout Texas and the project is requesting funds to print an additional 2,000 copies. A motion was passed authorizing the TCC staff to execute a contract amendment with the Baylor College of Medicine for \$1,280 (motion by Dr. Spencer, seconded by Ms. Castro).

- **Contract Monitoring Visits** – Ms. Jacobs briefed the Council on the history of TCC project audits and on site monitoring visits. TCC Program Manager Don Ray told the Council that all projects audited this fiscal year were done a very good job and no major problems had been identified. All corrective actions suggested by TCC staff had been made by the audited projects.

PROJECT PRESENTATION – THE ROSE

Dorothy Weston, executive director of The ROSE Breast Imaging Center in Houston and project director of the TCC-funded “Empower Her” project, provided the Council with an overview of this project. The project was first awarded Council funds to increase breast health awareness among African American women in Harris County. The project has since included screening and case management for medically underserved Hispanic and Asian women in Harris County. Mr. Dannenbaum asked for ideas on how to spotlight the work The ROSE is doing in Houston. Ms. Castro said she would contact Ms. Weston and try to locate Houston area public relations professionals that would do pro bono work for The ROSE.

PUBLIC COMMENTS

No public comments were made at this meeting.

ADJOURNMENT

There being no further business, the meeting was adjourned at 12:09 p.m. (motion by Dr. Spencer, seconded by Dr. Levin).

Signature

Date