

**MINUTES**  
**QUARTERLY BOARD MEETING AGENDA**  
**TEXAS CANCER COUNCIL**  
**Dr. May Owens Conference Room, 10<sup>th</sup> Floor**  
**Texas Medical Association**  
**401 W. 15<sup>th</sup> St., Austin, Texas**  
**May 5, 2006**

Mr. Dannenbaum announced a quorum and called the meeting to order. In attendance were Dr. Donald Spencer, Dr. Karen Heusinkveld, Mrs. Karen Bonner, Dr. Clare Chaney, Dr. Lloyd Croft, Mrs. Rubye Henderson, Dr. Courtney Townsend, Dr. J. Taylor Wharton, Ms. Juanita Salinas, representing Dept. of State Health Services, and himself. Staff present at the meeting included Ms. Sandra Balderrama, Ms. Jane Osmond, Ms. Lisa Nelson, Mrs. Michelle Huddleston, Ms. Stephanie Uecker, and Mrs. Yvette Jimenez. He noted the requests for excused absence from Ms. Diane Barber and Dr. Carolyn Harvey. Dr. Croft moved to approve the request. Seconded by Dr. Spencer. None opposed, motion carried. Ms. Liz Prado, of the Legislative Budget Board, was a guest in attendance.

Mr. Dannenbaum thanked the Board and staff for the excellent meeting held the day before.

**Adoption of minutes**

Dr. Wharton moved to approve the minutes from the previous Council meeting. Dr. Heusinkveld seconded. None opposed, motion carried.

**Executive Director's Report**

- Board vacancies –Lines of communication are better now with all the appointing offices. Dr. Courtney Townsend was re-appointed by the Lt. Governor and that the rest of that office's appointments would be completed by the end of May. There are still 3 vacancies from the Governor's office to be filled, and that office also assured Ms. Balderrama they would have their appointments done by the end of next week. Likewise for the Speaker's office.
- M.D. Anderson Executive Advisory Panel meeting in March – Materials from the meeting were shared. They were promoting 3 specific campaigns from TMA regarding Doctors in terms of safety for their patients. A new website, called [www.hospitalscompare.hhs.cld](http://www.hospitalscompare.hhs.cld) may be accessed by physicians who can checkout the hospital where they practice; look at their safety record, and/or gain quite a bit of information about their particular hospital. The whole purpose of the campaign was to encourage physicians to commit to doing everything they can to ensure patient safety. Ms. Balderrama then gave statistical information on MD Anderson, reported that they are expanding, and gave information on some of their expansion plans.
- The agency's Strategic Plan is due on June 23.
- The next Council meeting is scheduled for Friday, August the 4<sup>th</sup>.

- TCC received a congressional recognition for ‘outstanding and invaluable service to the community’. Ms. Osmond received this certificate of recognition while on a monitoring visit in El Paso.

### **TCC Rule Revision 25 TAC §§703.3, 703.5, 703.6, 703.10, 704.5, and 704.7**

Ms. Balderrama explained that the proposed rule makes language consistent throughout the rules. Dr. Heusinkveld moved to adopt the rule amendments in §§703.3, 703.5, 703.6, 703.10, 704.5 and 704.7 in the *Texas Register* in accordance with the requirements of the Administrative Procedure Act, Texas Government Code Annotated, Chapter 2001.

Seconded by Ms. Bonner. None opposed, motion carried.

### **Quarterly Report of Grants Pursued and Performance Measures**

Ms. Osmond presented the reports in the Board packet. Mr. Dannenbaum directed staff to include the Meadows grant money on the ‘Grants Pursued’ report. TCC staff was asked to provide comparison data on the differences between clock hours training from conferences, workshops, etc. vs. internet, using independent training modules or receiving training materials in the mail.

### **FY 2006 Expenditure Report and Grant Expenditure Report**

Mrs. Huddleston presented the reports in the board packet.

### **Contract Management Committee Report**

- Coalition Coordination and Support Contract – Dr. Spencer stated that this is actually a single contract for two separate contracts. The first contract is for administrative support for the Comprehensive Cancer Control Coalition. The second contract is for two community projects to provide a colorectal awareness campaign, address survivor needs, and two colorectal education conferences for professionals. Speaking in round numbers, the cost of the first is \$83,000 and the second is \$116,000. Dr. Spencer moved to authorize the Executive Director to contract with DSHS for an amount up to \$199,560 pending the receipt of an Interagency contract from DSHS. Ms. Bonner seconded. None opposed, motion carried. Dr. Heusinkveld expressed that this is a tragic thing due to the fact that the Centers for Disease Control wants to expand the membership and a 20% cut makes this difficult. As a Council, nothing can be done, however the Council’s concerns should be expressed via a formal letter to the Dept. of State Health Services and the Commissioner and a copy be sent to Juanita Salinas.
- Contract Amendment Requests from the Cancer Nutrition Network for Texas project – This request includes two specific items. One is a request for a contract modification for additional funding for \$5,500 to update the materials that they use in their seminars. They have identified a registered dietician, a professor at UT Austin that will help them with their project. A staff retreat, bi-monthly heart conference meetings, and quarterly face-to-face meetings with Dr. Meadows, who developed the materials, will be held. Dr. Spencer said he had contacted Dr. Philips, the project director, to inquire how he was going to participate in this process. Dr. Philips assured Dr. Spencer that he would chair the staff retreats and the quarterly face-to-face meetings, which will be the decision-making times. Dr. Spencer moved to fund a contract amendment request for CNNT of \$5,500 to contract with a dietician to update the CNNT materials, pilot the new materials

into workshops, and provide ongoing expertise to the project. Mrs. Henderson seconded. Dr. Townsend abstained. None opposed, motion carried.

The second request is for \$5,839 to provide workshops in Tyler/Longview, Lubbock, Fort Worth, and McAllen. Dr. Spencer moved to fund a contract amendment request for CNNT of \$5,839 to provide workshops in Tyler, Longview, Fort Worth, and McAllen. Mrs. Henderson seconded. None opposed, motion carried.

### **Planning Management Committee Report**

- Alamo City Breast Cancer Council Concept Paper – Dr. Wharton stated this organization would like to create a low-cost booklet entitled “I Have Been Diagnosed with Colorectal Cancer – What’s Next?” Effective October 2006, the name will change from Breast Cancer council to the Alamo City Cancer Council. This will allow them to develop their interest in colorectal and other cancers as well. The booklet helps patients better understand cancer-related terms, tests, procedures, and therapy as related to the management of colorectal cancer. A similar booklet about breast cancer has already been published by this organization and it has been very successful. Dr. Wharton moved to direct staff to publish a ‘Request For Proposal’ (RFP), and authorize the Alamo City Breast Cancer Council to apply to TCC for FY 2007 funding in response to the published RFP. Seconded by Dr. Townsend. None opposed, motion carried.
- Southwest Border Development Coalition Concept Paper – Dr. Wharton stated this organization submitted a concept paper regarding cancer patients and their caregivers who reside in colonias in West Texas around El Paso and who have no access to any healthcare providers. The paper proposes to provide access to resources; empower colonias residents as promotores (healthcare promoters) to build their capacity and allow them to empower their entire community with knowledge and skills to self-healing; and provide training to healthcare professionals based on information gathered by the healthcare promoters and utilize it in a way that would support their long-term needs. Dr. Wharton moved to direct staff to publish an RFP and authorize the Southwest Border Development Coalition to apply to TCC for FY 2007 funding in response to the published RFP. Seconded by Dr. Townsend. None opposed, motion carried.

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

Dr. Croft told the Council about an editorial he became aware of, and stated that he would like to respond to the article as a member of the Texas Cancer Council, but thought that he should first check with the Council. Mr. Dannenbaum said it was his personal position that it would be appropriate for Dr. Croft to mention his membership on the Council in his response, but that he ought to have a minimal disclaimer that he is stating his personal views as a practicing professional in that area. Dr. Croft also showed the Council an article that appeared in one of his hometown periodicals, entitled “Think smokeless tobacco harmless? You don’t know spit”

There was no public comment. Dr. Townsend moved to adjourn. Seconded by Dr. Wharton. None opposed, motion carried.

---

Signature

---

Date