

Breast Cancer Research Council Meeting Minutes
March 23, 2023 Council Teleconference Zoom Meeting

Members Present: Abigail Arons, Michele Atlan, Erika Bell, Amanda Heier, Rati Fotedar, Phyllis Howard, Bryan Goldner, Chris Meda, Clara Omogbai, Salma Shariff-Marco, Sharon Pitteri, Svetlana Popova, Thomas Jascur, Ujwala Rajgopal

Members Absent: Michele Atlan, Bryan Goldner

Staff: Mhel Kavanaugh-Lynch, Katherine McKenzie, Lisa Minniefield, Sharima Rasanayagam

- I. Call to Order:** Clara called the council meeting to order at 12:04 pm.

- II. Priority-Setting Data Presentation:** Sharon presented an update on four data summaries for the program goals: Capacity Building, Non-Duplicative, Public Health Outcomes, and Program Responsiveness. For each summary, she presented the process questions, the outcome questions, and the detailed findings. The group had a discussion on advocates and the visibility of the program. The committee

MOTION: Rati seconded the committee’s motion to accept these draft recommendations to be discussed at the Priority-Setting Retreat and it passed unanimously

- III. Community-Led Conference Award:** Katie reported on the one conference award submitted, *Women’s Health & Environmental Justice*. She explained the review process the committee goes through when deciding whether to fund these awards. The committee recommended funding the application. There are no contingencies, but the committee wanted clarification about whether the outreach strategy for the event included underrepresented groups other than Hispanic/Latinx.

MOTION: Rati seconded the committee’s recommendation to fund this conference award. The motion passed unanimously.

- IV. Shiftwork RFP:** Sharima presented the draft RFP to the group. She briefly provided the background for the Preventing Breast Cancer Initiative and what RFPs have been completed to date. Sharima briefly overviewed the goal, structure and eligibility and the group gave feedback for how best to amend some of the language in the RFP.

MOTION: Rati moved (Chris seconded) to approve the RFP with amendments made. The motion passed unanimously.

- V. Policy RFP:** Sharima presented the draft RFP to the group. She briefly overviewed the goal, structure, and eligibility and the group discussed the proposal. The PRAG recommends this RFP to be released May 1.

MOTION: Clara seconded the PRAG's recommendation. The motion passed unanimously.

VI. Adjourn: Clara adjourned meeting at 2:15 pm.