



Andy Hill Cancer Research Endowment (CARE) Fund Board Meeting Minutes September 7, 2022

The following CARE Board members, constituting a quorum, were present: J. Elaine-Marie Albert, Cliff Berkman, David Byrd, Carol Dahl, Steve Harr, Eunice Hostetter, Gary Kaplan, Beth Lawlor, Karin Rodland, Jennifer Kampsula Wong

Board Members Absent: Fred Appelbaum, Thomas Brown

CARE Fund Staff Attendees: Laura Flores Cantrell, Peter Choi, Tasha Florez, Sarah Hiller, Jennifer Puttuck, Joseph Sparacio

Guest Attendees: Alison Beason (WA State Department of Commerce), Lyset Cadena (Cadena Consulting), Clare Golla (Bernstein Investments), Beth Harvey (Evergreen Social Impact), Troy Niehaus (Bernstein Investments), Wrug Ved (Bernstein Investments)

Wednesday, September 7, 2022, 3:00–5:00 p.m. (PT)

1. Welcome

The meeting was called to order at 3:02 p.m. A quorum was confirmed with a roll call of the Board by the Chair, Dr. David Byrd.

2. Consent Agenda

David Byrd presented the consent agenda consisting of the Final Draft versions of the following: March 23, 2022 Board Special Meeting Minutes, April 27, 2022 Board Meeting Minutes, May 17, 2022 Ad Hoc Committee Meeting Minutes, May 18, 2022 Board Special Meeting Minutes, June 15, 2022 Board Meeting Minutes, July 11, 2022 Standing Committee on Grants Meeting Minutes, and the Grant Match and Allowable Costs Policy (POL 06.1).

MOTION: Gary Kaplan made a motion to approve the consent agenda as presented. Carol Dahl seconded the motion. The motion was unanimously approved.

3. CARE Fund Executive Director's Update

Laura Flores Cantrell introduced CARE Fund's newest staff member, Tasha Florez, Senior Program Officer. Laura provided a brief overview of Tasha's professional experience and primary responsibilities.

Laura described planning currently underway in preparation for the Board's strategic planning retreat scheduled for May 2023. As part of the process, a potential strategic planning consultant is being identified and includes seeking a consultant familiar with grantmaking of government funds.

Laura put forward the recommendation that the next strategic plan be a three-year plan rather than a two-year plan. She said that although CARE Fund is funded on the biennium, a three-year plan would be

useful because, as other state-funded entities have experienced, it can serve as a plan for grant investments in the event that additional resources become available. Laura asked the Board if there were any objections to making the next strategic plan a three-year plan rather than a two-year plan. There were no objections.

Laura said that this is the time to begin establishing the Strategic Planning External Advisory Committee. She noted that last year, two Board members requested the Board as a whole revisit the composition of this Committee.

A discussion followed. A Board member requested more detailed biographical sketches of committee members be provided to the Board. A Board member recommended that the CARE Fund seek more diverse representation on the Committee. A Board member suggested adding perhaps one to three new members to the Committee to achieve more diversity while retaining the current members. Laura reminded the Board that CARE Fund relies on Board members to recommend strategic planning external advisory committee members.

The decision to approve the proposed Strategic Planning External Advisory Committee for next year was postponed until the November 2, 2022 CARE Board meeting. CARE Fund staff will seek additional information from potential committee members in order to provide more detailed biographical statements for the Board's consideration. Additional nominees will be recommended by the Board (staff may reach out to specific Board members individually for suggestions) in order to fulfill the experience and attributes requested by the Board.

4. Program Administrator Update

Beth Harvey, Executive Director of Evergreen Social Impact, gave a brief overview of the CARE Fund endowment funds held at Bernstein Investments. She noted that because the FY23 \$30M appropriation waives the match requirement, those funds will be held in a separate Bernstein account under the endowment to facilitate ease of administration in terms of tracking and reporting.

Steve Harr elaborated on the CARE Fund endowment's performance in the current environment and asked Troy Niehaus of Bernstein Investments to provide further details to the Board.

Troy Niehaus and his team member, Wrug Ved, presented a slide deck and explained the CARE Fund endowment fund's FY22 performance. Troy summarized that high interest rates have been a contributing factor for unrealized losses in the endowment fund.

5. King County Update

Joseph Sparacio presented a slide deck updating the Board on the King County health equity project. Joseph explained that the King County Council approved a \$500,000 planning grant to CARE Fund. The purpose of this grant is to address health disparities in King County and to establish a more equitable healthcare workforce in King County.

Joseph noted that the Board previously requested CARE Fund put together a group of stakeholders to inform the Board's grantmaking. The King County Health Equity Project will allow CARE Fund to leverage existing relationships to take a step toward fulfilling this Board-identified need.

Joseph said that the Board's role in the King County project is to consider recommendations from the stakeholder group in future grantmaking and to determine the highest and best use of the \$500,000 approved state match resulting from the King County grant.

Board members discussed the meaning of health equity in this context and its potential ties to funding cancer research.

6. Population Health Grant Cycle 2 Award Decision

David Byrd presented the applicant scores for the Population Health Cycle 2 grant program. Six applications were received and reviewed by American Institute of Biological Sciences (AIBS). Of the six applications, AIBS' scientific peer review committee rated one as "highly recommended", two as "recommended", one as "worthy of consideration", and two as "not recommended".

David Byrd reminded the Board that in addition to consideration of the scientific reviews of the proposals, it is within the Board's authority to consider the CARE Fund's program objectives and priorities as they relate to a variety of cancer-related disciplines, geographic distribution of awards, population groups to be impacted, etc. in making award decisions.

David Byrd asked Board members to disclose any potential conflicts of interest and recusals. David Byrd, as a representative of the University of Washington (UW), recused himself from the award decision on Yaw Nyame from UW. Beth Lawlor stated that she has a faculty appointment at the UW, is an affiliate member of Fred Hutchinson Cancer Center (FHCC), and is a coworker of Eric Chow; therefore, Beth recused herself from the award decision on Yaw Nyame from UW and the award decision on Eric Chow from FHCC. Cliff Berkman, as a representative of Washington State University (WSU), recused himself from all WSU award decisions.

MOTION: Carol Dahl made a motion to approve a grant award up to the amount requested (\$500,000.00) to the University of Washington for the research project *Germline, Environmental, Social, and Structural (GEMS) Determinants of Lethal Prostate Cancer in Black Men* by the Principal Investigator Yaw Nyame. Eunice Hostetter seconded the motion. The motion was approved unanimously by the voting members; David Byrd and Beth Lawlor recused.

MOTION: David Byrd made a motion to approve a grant award up to the amount requested (\$250,000.00) to the Fred Hutchinson Cancer Center for the research project *Improving Cancer Survivorship Care Delivery in Washington: Telehealth & Lay Health Educators* by the Principal Investigator Eric Chow with the contingency that the applicant address the review comments regarding the feasibility of reaching the accrual goals and the inclusion of an investigator with more extensive expertise in implementation of science and qualitative methodologies. Carol Dahl seconded the motion. The motion was approved unanimously by the voting members; Beth Lawlor recused.

MOTION: Beth Lawlor made a motion to approve a grant award up to the amount requested (\$499,873.00) to Washington State University for the research project *Multilevel Study of Cancer Inequities in Underserved Populations in Washington: Solutions from Public and Private Data and Patient and Provider Perspectives* by the Principal Investigators Dedra Buchwald and Patrik Johansson. Carol Dahl seconded the motion. The motion was approved unanimously by the voting members; Cliff Berkman recused.

There was a discussion regarding the review comments for the application from the Fred Hutchinson Cancer Center, *Financial Worry and Financial Hardship in Breast Cancer*, by the Principal Investigator Salene Jones.

MOTION: Karin Rodland made a motion to not approve a grant award for the application from Fred Hutchinson Cancer Center *Financial Worry and Financial Hardship in Breast Cancer* by the Principal Investigator Salene Jones. Gary Kaplan seconded the motion. The motion was approved unanimously by the voting members; Beth Lawlor recused.

The Board may not award a grant for project proposals that are rated “Not Recommended” by the independent scientific peer review committee. The two proposals rated “Not Recommended” were neither discussed nor considered for a grant award.

7. Grantmaking Update and Standing Committee on Grants Report

Peter Choi reminded the Board that they created the Standing Committee on Grants at the April 22, 2022 Board Meeting. The Committee had their first meeting on July 11, 2022 where they reviewed their charge and selected Carol Dahl as Committee Chair.

Carol Dahl provided an oral report on the Committee’s activities. The Committee reviewed and appointed reviewer candidates identified by AIBS to review proposals to the Distinguished Researchers Cycle 6 and the Emergent Issues in Public Health Cycle 3 RFPs.

The Committee also reviewed and discussed the five Request for Information (RFI) drafts that were revised by CARE Fund staff after Board input. CARE Fund staff incorporated the suggestions from the discussion into the final RFIs that were released on July 13, 2022. Carol noted that a schedule of Committee meetings has not been created as the meeting schedule will depend on timelines of the upcoming RFPs.

A discussion on the Breakthrough Seed Funding RFP followed. A Board Member suggested clarifying the language to differentiate between the “Program Objectives” and “CARE Fund Priorities and Considerations”. The Board agreed with the clarification and requested to view the change prior to voting on approval of the RFP. No motion to approve the RFP was offered.

Laura opened the discussion on the RFPs for allocation of the \$30M state appropriation. She said that after initial Board input, the Standing Committee on Grants discussed, agreed upon revisions, and approved the five RFIs that were issued in July 2022.

Four final draft RFPs were discussed by the Board:

1. Inclusion and Diversity in Cancer Screening, Diagnosis, and Clinical Trials Grant
2. Life Science Start-up and Development Grant
3. Population Health Grant
4. Shared Infrastructure and Resources Grant

Laura noted that responses to the Cancer Disparities RFI aligned with CARE Fund’s existing Population Health Grant Program and rather than creating a new grant program, the Population Health Grant RFP will be revised based on RFI responses. She also noted that there is not a separate RFP for Establishing Statewide Data and Specimen Acquisition Program(s), and instead potential projects can apply through

the Shared Infrastructure and Resources RFP. She said that the proposed allocation of funds for each program are estimates and the Board has the discretion to make changes; she presented proposed RFP language that addresses this issue.

David Byrd invited the Board to discuss the RFPs. The Board had several clarifying questions and suggestions. It was suggested that for the Life Science Start-Up and Development Grant and the Shared Infrastructure and Resources Grant, the maximum grant award amounts be increased. There was also discussion of having two tracks for the Life Science Start-Up and Development Grant so that the grant opportunity would be accessible to a range of companies, small and large. A consensus of the Board agreed with the importance of maintaining flexibility in the final number of awards that would be made for the grant opportunities. It was recommended that applicants be asked to submit a budget that is “commensurate with the scope of the project.”

MOTION: Beth Lawlor made a motion to delegate authority to review and amend, as needed, and approve issuance of the four RFPs for allocating the \$30M in new FY23 state appropriation to the Standing Committee on Grants. Elaine Albert seconded the motion. The motion was approved unanimously.

8. Department of Commerce Update

Alison Beason, representing the Department of Commerce, was present. The board action item relating to the performance audit contract maximum was postponed to a future meeting.

9. Board Chair’s Update

There was no update from the Board Chair.

10. Public Comment

No members of the public were present to provide comment.

11. Adjourn

With no other business, the meeting was adjourned by the Chair at 5:00 p.m.

I certify that the foregoing is a true and correct copy of the minutes approved by the CARE Board of Directors at a regular meeting of the Board on November 2, 2022.


Eunice Hostetter, CARE Board Secretary

11/08/22
Date