

**Florida Biomedical Research Advisory Council
(Council)
Meeting Minutes**

**January 21, 2010
2:00 p.m. – 6:30 p.m.
January 22, 2010
8:00 a.m. – 1:00 p.m.**

**Florida Department of Health
4030 Esplanade Way
Tallahassee, FL 32399**

Council Members Present:

Dr. Veena Antony
Dr. Danny Armstrong
Dr. Richard Bookman, Chair
Dr. Randal Henderson
Dr. Sigurd Normann
Dr. Penny Ralston
Dr. Mary Lou Sole
Dr. Herbert Weissbach, Vice-Chair

Council Members Absent:

Dr. Myra Hurt
Mr. Albert Latimer
Dr. Edith Perez

Program Staff Members Present:

Ms. Sherrie Hajek – DOH, OPHR
Ms. Stephanie Jackson – DOH, OPHR
Dr. Susan Phillips – DOH, OPHR
Ms. Peggy Shults – Lytmos Group
Mr. Chuck Wells – DOH, OPHR

Guests in Attendance:

Mr. Manny Arisso – DOH, Legislative Affairs
Mr. David Day – UF, Office of Technology Licensing
(by phone)
Dr. Mike Devine – FLCURED, Executive Director
Ms. Elizabeth Fenjves – UM, Office of Technology
Transfer (by phone)
Mr. John Fraser – FSU, Office of IP Development
and Commercialization
Ms. Elizabeth Garami – UF, Office of Technology
Licensing (by phone)
Ms. Monica Hayes – DOH, Office of Minority Health
Ms. Tara Hylton, DOH, Bureau of Epidemiology
Mr. Paul Hull, American Cancer Society
Ms. Julie Meadows-Keefe – DOH, General Counsel
Mr. Robert Siedlecki, Jr. – DOH, Chief of Staff
Dr. Mike Devine - FLCURED
Dr. Scott Helzer – FLCURED
Mr. Thomas Bowermeister - FLCURED

I. Call to Order:

Since Dr. Richard Bookman's flight was delayed, Dr. Herb Weissbach called the meeting to order at 2:15. He acknowledged the attendance of Dr. Sigurd Normann after an extended medical leave and welcomed Dr. Danny Armstrong, who is assuming the American Cancer Society seat on the Council.

II. Welcome:

On behalf of the State Surgeon General, Mr. Robert Seidlecki offered a special welcome to Dr. Armstrong and expressed gratitude to Dr. Normann for his many contributions to the Program. He thanked the Council and Program staff for their extra work in making a record level of FY2009-2010 awards on a timely basis. The current projection of a \$3 billion revenue shortfall for FY2010-2011 means the legislature will have to make tough decisions. Mr. Seidlecki said the Department recognizes the importance of the King and Bankhead-Coley Programs, and will do all it can to see that they are re-enacted. He underscored his appreciation for making the Programs among the best in the country, and encouraged those in attendance to contact Dr. Viamonte-Ros or him if either can be of assistance.

III. First Order of Business:

a) Approval of Minutes:

Dr. Weissbach presented the minutes from the November 18th meeting for Council review, and asked for clarification regarding Scripps funds deposited into the Biomedical Research Trust Fund. Dr. Susan Phillips explained that this was a reinvestment payment as called for in Section 288.955, Florida Statutes – Scripps Florida Funding Corporation. Last year this money was

used to restore reductions to Bankhead-Coley grants made necessary by the January 2009 budget reduction. Dr. Mary Lou Sole moved that *the minutes be approved as presented*. The motion was seconded and approved unanimously.

b) Public Comments:

There were none.

VI. Operations Report:

a) Status of Special Call awards:

Ms. Peggy Shults provided summary level statistics on the awards made in response to the 2009 Special Calls for Applications for the two Programs. Of 35 awarded projects, 20 have already started work. The remaining projects are awaiting regulatory approvals, which is normal for this stage of the granting cycle. Including the Special Call awards, the number of active grants climbed to 82 for the King Program and 71 for Bankhead-Coley. Ms. Shults provided breakdowns of the two Program grant portfolios by award year and grant type.

b) Status of Competitions:

Application registrations for FY2010-2011 King and Bankhead-Coley grants are running nearly 300% ahead of the same period last year, largely due to the new mechanisms. Registrations for the Bankhead-Coley Program are significantly greater than for King. Researchers may believe with enhanced funding this year, they have a better chance of an award without needing to make a tobacco connection in their work and are therefore opting to apply to the Bankhead-Coley program.

Ms. Shults explained the process Lytmos is using for recruiting and qualifying reviewers, and reported the status of reviewer recruitment in preparation for the upcoming review cycle. Recruitment is based on a projection of 400 applications and the goal is to have 700 reviewers in the pool. We are using the new NIH 1-9 scoring system and will revise the peer reviewer orientation accordingly.

c) Non-acceptances and Relinquishments:

One King and eight Bankhead-Coley Bridge grants awarded in 2009 have been relinquished to date due to the principal investigators obtaining federal funding

d) Annual Reports:

Ms. Shults provided copies of the 2009 Bankhead-Coley Annual Report and reported that the 2009 King Annual Report is printed and ready for delivery to the Governor's office, ahead of the February 1st deadline.

e) Web Usage Statistics:

Ms. Shults shared volume and usage statistics for the Program web site, www.floridabiomed.com, which is operating with the original design and infrastructure developed in 2004. Visitor volume peaked in 2008, but has remained relatively stable since 2007. In January 2010, most visitors found the site using Google to query by program name and entered the site from the home page.

f) Marketing and Communications Flyers:

Ms. Shults distributed copies of a recently developed brochure providing key facts about the King and Bankhead-Coley Programs. Mr. Chuck Wells asked Council members to provide feedback after the meeting regarding content and potential uses.

g) Upcoming activities:

Over the next six months, activities will include:

- Continuation of grant start-ups
- Competition management and peer review recruiting
- Site visits to in March to the University of Florida, including Shands Jacksonville, and the Mayo Clinic
- Peer review of 91 progress reports in April
- Grant continuation and no cost extension requests

VII. OPHR Report:

a) Budget Update:

Dr. Phillips reported that, based on December data, the estimated annualized revenue to the Program from the cigarette surcharge is \$48.2 million. This is in line with the Program's decision to budget for 90% of the maximum \$50 million. Dr. Phillips also provided a breakdown of FY2008-2009 appropriations, grants, and expenditures.

b) Staffing Update:

Mr. Wells reported hiring a new staff member, Dr. Gorana Zec, to fill the Programs and Performance Analyst vacancy left by Kristin Gandy and Cynthia Ulysse, both part-time students. Dr. Zec holds a Ph.D. in Industrial Engineering and brings relevant experience in performance measurement. She will begin work on February 2nd.

c) Performance Measurement – Survey Data:

Ms. Sherrie Hajek presented the results of a recent survey of applicants for the FY2009-2010 Special Calls, comparing the outcomes to the same survey for the FY2009-2010 (regular) Calls. All respondents agreed that the Calls clearly defined principal investigator eligibility and research project requirements and provided clear application directions. All but one agreed institution eligibility requirements were clear. One response suggested non-faculty personnel should be eligible for grants. This may be an institutional requirement. The issue will be added to the FY 2011-12 Call for Applications agenda item at a future meeting. Ninety-three percent of applicants who read the posted questions and answers found them helpful, an improvement from ninety percent in the previous competition. Approximately forty percent of applicants contacted Lytmos Group with questions or for technical assistance, and of those, one was dissatisfied with the support received. Eighty-two percent were satisfied with the online application process. Ms. Shults reported that several improvements have been made in the online application for the FY2010-2011 competition as a result of the first satisfaction survey and these should further improve user satisfaction. One enhancement to be investigated is the ability to pre-populate certain fields for return applicants so that they do not have to re-enter information when registering for the most recent call for applications.

(Dr. Bookman joined the meeting and assumed the role of Chair.)

d) Administrative Rules Update:

Dr. Phillips reported that the notice of proposed rulemaking was published on January 8th, with a public meeting scheduled for January 26th. Next a notice of rulemaking will be published.

Other Business:

Two Council member seats are up for re-appointment in April. Dr. Randy Henderson has expressed a desire to seek reappointment, and Dr. Sole is also considering serving another term. The State Surgeon General will provide letters of support to the appointing officials. Mr. Wells encouraged Council members to be proactive in notifying their legislators of their

preference for remaining on the Council.

e) Public Records Request:

Mr. Wells notified the Council that the Department has corresponded with an official of the Florida Institute of Technology regarding a public records request for copies of all Shared Instrument Grant applications submitted to the Bankhead-Coley Program for the FY2009-2010 Special Call, along with their peer review reports, ostensibly for the purposes of improving future grant submissions. Council members expressed a concern that releasing these documents would set a dangerous precedent, since this is not a normal practice for a competitive research program and could potentially contribute to scientific misconduct. Ms. Julie Meadows-Keefe explained the Department's obligation to comply with all public records requests, and said only material previously marked by the applicant as proprietary or confidential can be redacted from the records. Mr. Wells reported that no such markings were made in the specific documents requested. Council members wondered if their might be a better way to help applicants improve future applications including making positive examples of past high quality applications available at the program website. Ms. Meadows-Keefe cautioned Council members against taking actions that could be perceived as impeding the right to information under Florida's Sunshine Law. Staff will look at ways we can be more proactive in the future to provide help in writing successful applications.

V. Conflict of Interest Policy:

As a follow-up to the Council's November decision to revisit its existing conflict of interest guidelines, Dr. Robert Hood was invited to deliver an overview on ethics and Department of Health guidelines regarding conflict of interest (COI) and facilitate discussion. As a state agency, statutes addressing public officers, the program's enacting statute, and Department of Health rules on ethical behavior require compliance. Dr. Hood emphasized the need to avoid even the perception of conflict of interest or the undermining of public trust. In this regard, disclosure as a tool for managing COI is not particularly helpful. He offered several bioethics examples that illustrated the potential for factual and perceived conflicts of interest with varying degrees of risk. He offered several options for ethically resolving such conflicts.

Dr. Hood facilitated Council discussion regarding whether and how to modify the existing conflict of interest policy, adopted by the Council in January 2005: *Effective immediately, Council members may not fill any named role in a grant application for program funds, regardless of remuneration status.* Council members are exposed to the perception of COI first during the creation of Calls for Applications and then during the awarding process. Some Council members reiterated a concern that their participation on the Council effectively penalized their departments and/or institutions by inhibiting their and their colleagues' abilities to compete for funding. The National Institutes of Health (NIH) does not restrict study section members from competing for grants, even though they may have contributed to the design of the mechanism for which they are applying. Dr. Hood and others pointed out that the much larger NIH budget and pool of applications considerably dilutes individual interests.

Mr. Wells provided the relevant statutory language contained in section (s) 215.5602(7), *Florida Statutes (F.S.)*, including the following statement:

A member of the council or panel may not participate in any discussion or decision with respect to a research proposal by any firm, entity, or agency with which the member is associated as a member of the governing body or as an employee, or with which the member has entered into a contractual arrangement.

Mr. Wells proposed two alternative COI statements that strengthened the current policy by including additional points. In discussing the merits of these points, the Council was divided

between a simple COI statement and a more detailed list of points contained in Mr. Wells' first alternative. The Council was strongly in favor of shaping COI policy that adhere to the highest standards of ethics, but also wanted to avoid being too restrictive to members who are actively conducting research. Council recommended to Mr. Hull that the language in s. 215.5602 F.S. is clarified to "may not participate in any [Council] discussion or [Council] decision..."

In the absence of a clear consensus, members agreed that a separate Council meeting should be convened via conference call to focus on this topic. Mr. Wells agreed to distribute a copy of his slides, and Dr. Bookman offered to help draft a few more alternatives for future Council consideration.

IX. FL CURED:

Dr. Mike Devine provided a brief history of FL CURED, a reminder of its goals, and an overview of the Department's contract with Florida State University (FSU) to administer the program. Dr. Devine introduced his staff and reported that they were successful in securing approval from the Board of Governors for FL CURED as a statewide university center. The center has completed the transition of the web site www.flcured.org to FSU servers and has undertaken a web site redesign. The 2009 annual report is in press. Dr. Devine said plans are underway to join with BioFlorida for their November 2010 Conference, and FL CURED will continue working with other Florida organizations and Science Commons on an open innovation project. They are also working on the development of comprehensive medical research networks in Florida.

The Council endorsed the approach of partnering with BioFlorida for the fall Conference, and expressed an interest in helping with content to enhance the attractiveness and impact of the event.

X. Health Disparities:

Ms. Monica Hayes handed out a one page summary of the mission and initiatives of the Department of Health Office of Minority Health (OMH). Because she is new to her position, she gave a quick overview of her background and her perspectives on addressing minority health issues. Ms. Hayes said policy makers don't often look like the populations they serve. Given Florida's demographics, minority is becoming a misnomer. Doing better at addressing health disparities fixes issues for all of Florida. She offered the assistance of OMH as a resource to the Program, and said Program activities could help OMH further its progress toward its mission as well.

When asked to explain the OMH organizational relationship, Dr. Hayes said Dr. Shairi Turner, as Deputy Secretary of Health and Director of OMH, has a very broad scope of responsibilities. By appointing Ms. Hayes to the position of Assistant Director, Dr. Turner is counting on her to run the office on a day-to-day basis. Dr. Ralston stated that having the Deputy Secretary serve as Director of Minority Health illustrates the high priority the Department places on integrating minority health awareness across units within the Department.

Dr. Bookman asked if the office had a set of research priorities. Ms. Hayes said she does not believe so, although it possesses a lot of data ripe for research. She would like to identify best practices in Florida. During discussion, all agreed there are two ways that the Program and OMH might work together: 1) OMH can pass its research questions to the Council, and for any that are consistent with King or Bankhead-Coley Program goals, the Program can design one or more grant mechanisms; and 2) the Program and OMH can collaborate on defining a research agenda around addressing health disparities in Florida.

Dr. Bookman suggested that an appropriate topic for a FL CURED summit is defining this

research agenda. This has the advantages of pulling Florida's top leaders into the dialog, helping OMH define a research agenda, and providing actionable ideas for King and Bankhead-Coley grant mechanisms. While OMH lost its funding for conferences in 2009, FL CURED may be able to do so. This concept received good support from Council and staff was asked to facilitate a follow-up meeting between Dr. Hayes and Dr. Devine.

XI. Program Public Relations: Standard Presentation Critique:

In the interests of time, this topic was postponed to a future meeting. The presentation will be circulated electronically and Council members were asked to provide feedback that way.

IV. Special Recognition – Dr. Normann:

Dr. Bookman acknowledged the extraordinary work of Dr. Normann in founding and shaping the Florida Biomedical Research Programs, and said his contributions will stand long and firm. Mr. Paul Hull addressed the Council, recognizing Dr. Normann for promoting more than 10 years ago his idea of creating a competitive, peer-reviewed biomedical research program in Florida. He thanked Dr. Normann for his service in seeing the King and Bankhead-Coley Programs through implementation, and wished him well in retirement. Dr. Phillips described Dr. Normann as a voice of reason for the Program, carefully contemplating issues and speaking up with brilliant observations. She presented him with a plaque to commemorate his service to the Programs.

In his remarks, Dr. Norman welcomed Dr. Armstrong to the Council. He reviewed the five principles he relied upon in helping draft the founding legislation for the Florida Biomedical Research Program.

1. an intent for an annual and perpetual source of funding
2. a program open to all qualified investigators and funding the best
3. awards based on merit, as determined by unconflicted peer review (outside Florida)
4. administrative cost containment at or below 15%
5. program oversight balanced between the Department of Health for program administration and the Council for scientific direction

He said the Program's growth from less than \$6 million to approximately \$50 million is testament to the fact that these principles have worked amazingly well. He complimented Dr. Phillips and OPHR staff, and Ms. Shults and Lytmos staff for doing an excellent job, and thanked Dr. Bookman and his predecessors for superior leadership as Council Chairs.

(The meeting was adjourned for the day, and the Council reconvened at 8:00 a.m. the following morning.)

VIII. 2010 Legislative Session:

Mr. Manny Arisso said FY2010-2011 will be another tough budget year for the state, with current estimates of a \$3 billion revenue shortfall. He anticipates there will be a fight for the biomedical research set aside from the cigarette surcharge. Only \$420M of the Department's \$3 billion budget will come from general revenue, which reduces its flexibility in dealing with state funding cuts. He briefly explained the five proposals being advanced by the Department. He concluded with his opinion that the King and Bankhead-Coley Programs will be reauthorized, although the

level of funding is uncertain.

Mr. Hull said he was confident also that the programs would be reauthorized. He reported that a committee substitute for Senate Bill 620 was published the night before and Representative Marti Coley was expected to file a similar bill in the House very soon. Mr. Hull described provisions in an earlier draft of 620 that had been removed based on Council feedback last November. The cap on administrative expenses has been reduced to 7.5%. Council and Program staff expressed a strong concern that 7.5% will not be sufficient to cover administrative expenses if the budget for both programs is reduced from \$50 million. Dr. Bookman will make sure his American Heart Association colleagues are well aware of this, and he asked Dr. Veena Antony to similarly sensitize Ms. Brenda Olson and others at the American Lung Association. Mr. Wells offered to forward information he prepared supporting the existing percentage for administrative support. Mr. Hull said Senator Gaetz, in particular, was pleased with the addition of a new provision for clinical trial project grants that do not pose a research question. The bill calls for expanding the Council by two seats to bring additional perspectives. Several Council members advocated for maintaining a high ratio of scientists on the Council. Mr. Hull said ACS considers the reauthorization of the King and Bankhead-Coley Programs to be its number one legislative priority.

On behalf of the Council, Dr. Bookman expressed deep appreciation to Mr. Hull for his efforts on behalf of the Program.

XII. Florida's Cancer Plan/Florida Cancer Data System (FCDS):

Ms. Tara Hylton delivered an overview of the data available in the FCDS, including the reporting sources and reportable data. Millions of records have been collected since 1981 regarding cancer incidence, mortality, and discharge in Florida. The Department has maintained gold level certification of FCDS from the National Association of Central Cancer Registries since 2002. General statistics are available at www.fcds.med.miami.edu. The Department is working on linking with the National Death Index and the Centers for Medicare and Medicaid Services. Ms. Hylton provided several examples of how the cancer community is using the registry in their research. When asked, Ms. Hylton said she did not believe the cancer research community has identified specific, high-value data, but she sees great benefit in having Florida stakeholders work together in doing so. Council members suggested that a possible theme for a future FL CURED summit might be prioritizing data items for expansion of the registry and identifying cost effective ways to collect those data items. It may also be possible to offer Bankhead-Coley grants to support related pilot projects.

Mr. Wells recalled that during the strategic planning process, the Council and Program staff struggled with better ways to address certain statutory goals, particularly those related to health disparities. He explained that Ms. Hylton and Ms. Hayes were invited to help inform the Council. There may be value in inviting staff working on the cancer plan to talk more specifically about the plan itself, in order to influence the design of future grant mechanisms.

Ms. Hajek pointed out that certain use of FCDS data requires DOH IRB approval. The DOH IRB has obtained reciprocity agreements with the University of Central Florida, University of South Florida, and University of Miami. This means that if dual IRB is required, these institutions will defer to the approval of the DOH IRB.

XIII. Strategic Planning Update:

Dr. Bookman characterized the November strategic planning session as the first step on a longer path toward a five year strategic plan. The purpose of this discussion is to continue the dialog, validate or modify written materials summarizing the Orlando discussion, and determine next

steps. Mr. Wells further defined the objectives as 1) obtaining Council feedback on the written report that will serve as a strategic planning framework; 2) coming to agreement on three priority areas for each Program; and 3) ultimately developing 1-3 goals for each priority area. Council had earlier discussed establishing subcommittees to address goal development. Staff would then take that product and develop action plans.

As the Council reviewed the framework document, Mr. Wells solicited comments on factual misrepresentations, significant omissions, or any ideas that may have arisen after the meeting. Input from this discussion is to be compiled as revisions to the framework and reissued for further comment.

Dr. Bookman has been talking with Dr. Peter Stacpoole, the principal investigator of the Clinical and Translational Research Award (CTSA) at the University of Florida, regarding opportunities for collaboration related to that project. When these discussions are further along, Dr. Bookman will bring more information to the Council.

Regarding the focus on health disparities, the Council agreed that the presentations from Ms. Hayes and Ms. Hylton were very useful in understanding available resources. They also cited yesterday's idea of focusing a FL CURED summit on health disparities as a good strategy. Dr. Ralston recommended that, in addition, a standing advisory group of experts in minority health issues, including community health practitioners and members of the community, be formed to work with the Council.

The Council discussed ways of partnering with other funding organizations to make research awards of common interest. Mr. Wells informed the Council that the Department is investigating the creation of a direct support organization that could be a vehicle for accepting gifts, such as from the voluntary health organizations. Dr. Phillips pointed out that SB 620 has language that specifically allows the Program to accept gifts. Mr. Wells pointed out that donations to a Department trust fund could be subject to Legislative sweeps.

SB 620 also contains language that expands the scope of the Program's capabilities to offer grants addressing the faculty recruitment and retention priority. If this does not materialize, it may be possible to work within the existing statute to draft eligibility requirements for newly recruited investigators bringing new research programs to Florida. Different mechanisms may be necessary to support recruitment and retention. The Program may decide to target recruiting efforts to investigators working in specific areas, such as health disparities research.

a) Technology Transfer/Commercialization Grant (TTCP) Mechanism Improvements

Mr. David Day, Ms. Elizabeth Garami, and Ms. Elizabeth Fenjves joined the meeting by phone, along with Mr. John Fraser in attendance and conversation on the strategic plan was suspended to take up this agenda item. Mr. Wells reported that a recent conference call among Program Staff and several Technology Transfer directors at Florida institutions yielded an idea for a two-stage grant mechanism. He distributed a handout describing the concept and asked for a Council recommendation. Mr. Wells said there is an opportunity to extend the current TTCP Call while a new Call is being developed. The Technology Transfer directors explained the need for a two-stage approach, based on their experience building partnerships between academic researchers and the private sector. As proposed, the first stage would help investigators with discoveries having high commercial potential to prepare for a commercial partnership. The second stage would help investigators whose projects have already attracted a commercial partner attract follow-on funding, including federal funding through the SBIR program. It would be best if it were possible for a stage one project to move quickly to stage two support, if and when it was successful in attracting a commercial partner, to minimize a funding gap. The amount and duration of these awards were debated, and although some participants advocated for larger awards, the consensus was that one year and \$100,000 was sufficient for each stage. Mr. Fraser and others noted that finding appropriate small businesses in Florida is difficult. They

proposed expanding small business eligibility to companies outside Florida, under certain conditions that would benefit the State, such as contributing matching funds or establishing offices in Florida. (Dr. Sole left the meeting.)

Dr. Bookman asked Council if they would support investigating a mechanism for early stage ideas for which it's premature to require commercial involvement, and there was broad agreement. He asked for a motion, and Dr. Weissbach moved that *the Council supports dropping the requirement for a legally bound [business] partner in our TTCP program*. The motion was seconded and approved unanimously. Dr. Bookman said there is work for Staff to make this concrete. He asked Dr. Fraser and guests on the phone for help defining eligibility criteria to ensure that the applicant pool is qualified. They agreed to provide copies of eligibility guidelines. Dr. Bookman phrased a motion that *one way to define eligibility for an applicant without a company partner is that the application would require justification and approval from the university technology transfer manager*. The motion was seconded and carried unanimously.

The current awards terms and conditions restrict spending outside Florida to no more than 10%. Council was not in favor of loosening this restriction at this time. (Ms. Fenjves left the conference call.)

Council supported allowing stage one grantees to compete for stage two funding, but not requiring a stage one award to be eligible for stage two funding. Providing an open call for applications for both stages would relieve the need to link two awards in order for a grantee to avoid a funding gap. (Mr. Day and Ms. Garami left the conference call.)

November strategic planning retreat (continued)

Dr. Antony moved that *the minutes of the three strategic planning conference calls and the November strategic planning meeting be approved as presented*. The motion was seconded and approved unanimously.

Mr. Wells referred the Council to a one-page Strategic Priorities worksheet and asked if there were small things the Program might do now to inform future mechanisms. After discussion, the Council recommended holding a summit in April on the topic of health disparities research. Dr. Ralston, Dr. Armstrong, and Dr. Bookman volunteered to work with Program Staff in planning this event, and Program Staff will arrange public notice of meetings called for this purpose.

Mr. Wells asked Council members to spend more time reviewing the strategic planning framework document over the next ten days and direct feedback to him. A revised version, taking into account feedback from today's meeting will be forwarded to Council. After this interval, staff will finalize the document in preparation for the March 16th conference call.

Dr. Henderson proposed the idea of dedicating funds to establish infrastructure to support a Florida clinical trials network. Council discussed the importance and challenge of providing sufficient and sustainable resources for such a proposal.

XIV. Peer Review:

In the interests of time, this topic was postponed to a future meeting.

XV. Set Future Meeting Dates:

Ms. Hajek secured Council agreement to the following meetings:

- March 16, 2010 (afternoon) conference call to continue the strategic planning discussion
- May 18-19, 2010 (afternoon start on 18th), in Tampa or Orlando for making funding

recommendations

- July 13, 2010 (afternoon) conference call for mechanism planning
- August 31, 2010 in-person meeting for mechanism planning
- October 7, 2010 (afternoon) conference call for planning FY2010-2011 Calls for Applications and 2010 Annual Reports
- January 19-20, 2011 in Tallahassee for yearly program review

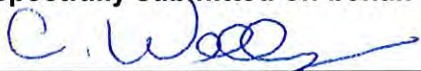
Mr. Wells explained that the State has restricted state employee travel to one staff person per meeting, unless justified and approved by the Governor's office. Except in cases where it is important to meet in another city, future Council meetings will take place in Tallahassee until the restriction is lifted. OPHR will submit a request for multiple staff members to attend a May meeting in Tampa. If this request is denied, Staff will consult the Chair in deciding whether to move the meeting to Tallahassee.

Dr. Henderson expressed a preference for one day meetings in order to minimize interruption with other commitments. While there are not enough flights in and out of Tallahassee to do this, Program staff will consider this for meetings held elsewhere.

XVI. Open Discussion and Closing:

No further business being raised, the meeting was adjourned at 1:12 p.m.

Respectfully submitted on behalf of Dr. Richard Bookman, Chair

 3-22-10

**Chuck Wells, Assistant Director
Office of Public Health Research**