

**James & Esther King Biomedical  
Research Advisory Council (BRAC)  
Regular Session  
Meeting Minutes**

**September 15, 2005  
Wyndham Miami Airport  
3900 NW 21<sup>st</sup> Street  
Miami, FL 33142**

**Attendees:**

Clyde McCoy, Chair  
Jane Gibson, Vice-Chair  
Richard Bookman  
Sigurd Normann  
Douglas Schocken  
Richard Shoephoerster  
Derya William

**DOH Staff:**

Susan Phillips  
Chuck Wells  
Judy Taylor-Fischer

**Guests in Attendance:**

Beth Kress – Flight Attendants Medical  
Research Institute  
David Lee – Sylvester Cancer Center  
Darla Worley Livesay – American Lung  
Association  
Rod Petrey – Collins Center  
Peggy Shults - Lytmos Group

**Welcome and Consent Agenda:** Dr. Clyde McCoy called the meeting to order and welcomed Council members, staff and guests. Minutes of the last meeting were presented to the Council; Dr. Sig Normann's motion for "*approval as submitted*" was unanimously approved.

**Public Comment:** An email received from Ms. Sherry Beasley on behalf of Dr. Myra Hurt, Associate Dean, FSU College of Medicine, Office for Research and Graduate Programs, was presented requesting that consideration be given to adopting the National Institutes of Health (NIH) policy on Human and Animal Subject Use approvals for proposal submission requirements. Dr. Susan Phillips stated that DOH is interested in hearing any suggestions that will streamline the application and funding process. Council discussion led to the following motion from Dr. Richard Bookman: "*The required date for IACUC and IRB approvals will be deferred until after the award decision is made and before funding can begin;*" the motion was seconded and unanimously approved.

Dr. David Lee expressed his interest in submitting a TSP application for Sylvester Cancer Center and advocated removing the limitation of one TSP proposal from each institution in order to encourage a greater number of high quality proposals. When asked, he recommended using "attributable risk" as a means of selecting projects based on tobacco-relatedness. He further endorsed the consideration of tobacco-relatedness and programmatic interests separately from scientific merit.

**Housekeeping and Staff Report:** Mr. Chuck Wells provided an overview of the funding mechanisms for the James & Esther King Biomedical Research Program. He also introduced Ms. Judy Taylor-Fischer as the new Coordinator of Public Functions for the DOH Office of Public Health Research and informed the Council of recent activities related to CURED.

Council was reminded that second full terms for four Council members expire in January, 2006 (Dr. Clyde McCoy, Dr. Jane Gibson, Ms. Karen Dow, and Dr. Richard Schoephoerster); at the same time, two other members (Ms. Derya Williams and Dr. Doug Schocken) will have completed one full and one partial term. DOH is investigating whether four or six new appointments by the Governor are required. Council members were asked to provide nominations to Mr. Wells, accompanied by a CV or resume and an identification of the recommended statutory seat.

Dr. Richard Bookman moved that "*Council suggest to the Secretary of Health and the Governor that, for continuity in Council business, Derya and Doug remain for another full term.*" This

motion was seconded and unanimously approved.

Dr. Richard Bookman made a motion: *“In order to ensure continuity of Council business, recently retired members will be welcomed to participate as ex-officio members.”* Dr. Sig Normann offered an amendment *“for a time period of one year.”* The amendment was seconded and unanimously approved, as was the motion.

Dr. Doug Schocken moved that *“all board members are eligible to be elected as Chair and Vice-Chair for two year terms, and may not serve consecutive terms in each role.”* This was seconded and unanimously approved.

**FY 06-07 Call for Grant Applications:** The Council considered a number of eligibility and policy issues for the next Call.

The Council remained supportive of limiting TSP applications to one per institution, clarifying the intent to encourage the development of research capacity at all Florida institutions. Dr. Sig Normann moved that *“multiple submissions from the same institution will require that institution to make a decision regarding which one will be submitted for review within five business days of notification by the DOH.”* This motion was seconded; Dr. Doug Schocken abstained from voting due to a conflict of interest, and all other members voted in favor.

In clarifying the definition of a full-time faculty appointment, Dr. Sig Normann made a motion that the definition be stated as follows: *“Full time faculty positions are defined as teaching, clinical, and research appointments carrying classroom teaching, laboratory teaching, clinical teaching or service, or research assignments equal to at least 75% of the contracted services for the fiscal year. This includes tenured, tenure-track and non-tenure track appointments, and implies the expectation of continued employment in the normal course of events. Temporary faculty members, even though full-time, are not eligible.”* This motion was seconded; two members opposed and five were in favor, carrying the motion by a majority vote.

Dr. Richard Schoephoerster moved that the eligibility language in the Call be modified to read *“The Principal Investigator must be a full-time faculty member at a Florida University or the equivalent at an eligible research institution...”*

In the interests of time, it was agreed that additional eligibility and policy issues will be circulated to the BRAC via email for comments.

The Council generally agreed that the TSP, SBTT and NIR grants would again be offered in the next Call. Pre- and Post-Doctorate grant mechanisms were discussed and the Council recommended against offering a new mechanism at this time. Dr. Richard Bookman recommended the Council consider an option of bridge funding for researchers pursuing NIH funding, and agreed to work through a subcommittee to bring a recommendation back to the BRAC.

**Flight Attendant Medical Research Institute (FAMRI) Presentation:** Ms. Beth Kress informed the Council of the organization’s objectives and funding history for research related to second hand tobacco smoke. Grantees accepting funding from tobacco companies are not eligible for their awards. She described their annual grantee symposium, and expressed a willingness to entertain ideas for collaboration with the James & Esther King Biomedical Research Program.

**Strategic Planning:** Mr. Rod Petrey solicited feedback from the Council on the draft of the Five Year Strategic Plan for the program. In general, the consensus of the group was that, while the draft nicely captures the foundation that was laid in the May 2005 BRAC meeting, further work is needed to clarify a direction for the program and address how to evaluate its success. Mr. Petrey reiterated his commitment to continue offering his support as the Council refines this plan.

**2005 Annual Report:** Council members indicated their desire that the next report incorporate a theme that prominently features program grantees and their research successes.

**Review and Assessment of Peer Review Process:** Ms. Peggy Shults presented a comparison of the current proposal rating method with alternatives that included a) the average overall scores assigned by all participating reviewers, and b) scores calculated by applying weighting factors to reviewer responses to individual review questions. The BRAC was informed that, if a designated weighting scheme is desired, input is solicited prior to the release of the Call for Applications in 4<sup>th</sup> quarter 2005.

The Council was also presented with a suggested first level appeal process for any future applicant who wishes to challenge his/her evaluation, and members generally endorsed its further development.

**Next BRAC meeting:** It was agreed that the next meeting will take place on Tuesday, January 10<sup>th</sup> and members suggested Tampa as the preferred location.

The meeting was adjourned at 4:15 p.m.

Respectfully submitted on behalf of Dr. Clyde McCoy, Chair

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Chuck Wells, Program Manager  
September 15, 2005