

January 30, 2015  
10:00-3:00 p.m.  
Conference call (888) 670-3525  
Conference code 2922384719



Orange County Health Department  
6101 Lake Ellenor Drive  
Orlando, Florida 32809

Alzheimer's Disease Research Grant Advisory Board  
**Meeting Minutes**

Alzheimer's Disease Research Grant Advisory Board:

- Leilani Doty, Ph.D., University of Florida, Assistant Chair
- Jacqueline Wiltshire, Ph.D., University of South Florida
- Amanda Smith, M.D, University of South Florida
- Frederick Schaerf, MD, Ph.D., Neuropsychiatric Research Center of Southwest Florida
- Mariana Dangiolo, M.D., University of Central Florida
- Ranjan Duara, M.D., Mount Sinai Medical Center
- Neill Graff-Radford, M.D., Mayo Clinic, Jacksonville (by phone)
- Clinton Wright, M.D., University of Miami (by phone)
- Ken Brummel-Smith, Ph.D., Florida State University, Chair (absent)
- Todd Golde, MD, Ph.D., University of Florida (absent)
- Leonard Petrucelli, Ph.D., Mayo Clinic, Jacksonville (absent)

DOH Staff:

- Celeste M. Philip, M.D., MPH, Deputy Secretary for Health & Deputy State Health Officer for Children's Medical Services
- Deanna Barath, MPH, Health Programs Administrator, Office of the Deputy Secretary
- Sarah Hofmeister, Research Program Analyst, Public Health Research Unit

Members of the Public:

- Shahnaz Duara, MD

A quorum was present. The meeting was called to order at 10:10 a.m. Board members received all pertinent meeting materials. Board members who participated via conference call could actively and equally participate in the discussion.

**I. Approval of Meeting Minutes**

Dr. Schaerf made a motion to approve the November 17, 2014 Board meeting minutes as presented. Dr. R. Duara seconded the motion.

Total votes for approval: (Total members voting: 8) Affirmative: 8, Negative: 0, Recusal: 0

**II. Approval of Annual Report**

Per statute, the Board is required to submit an Annual Report to the Governor, the President of the Senate, the Speaker of the House of Representatives, and the State Surgeon General by February 15 that includes:

- (a) A list of research projects supported by grants or fellowships awarded under the program.
- (b) A list of recipients of program grants or fellowships.
- (c) A list of publications in peer-reviewed journals involving research supported by grants or fellowships awarded under the program.
- (d) The state ranking and total amount of Alzheimer's disease research funding currently flowing into the state from the National Institutes of Health.
- (e) New grants for Alzheimer's disease research, which were funded, based on research supported by grants or fellowships awarded under the program.

- (f) Progress toward programmatic goals, particularly in the prevention, diagnosis, treatment, and cure of Alzheimer's disease.
- (g) Recommendations to further the mission of the program.

The Department provided the Board with a Draft Annual Report for their review and comment. Board members reviewed the report and requested the following language to be added as a recommendation to further the mission of the program:

While we hesitate to discourage appropriations in General Revenue, it is difficult for researchers to complete the necessary research within the limited timeframe that a General Revenue appropriation allows (one year or funding reverts). We would like to recommend future appropriations made to the Ed and Ethel Moore Alzheimer's Disease Research Program to be allocated from the Biomedical Research Trust Fund, as this would allow research projects to span multiple years.

Dr. Duara motioned to add the recommendation and approve the annual report. Dr. Doty seconded the motion.

Total votes for approval: (Total members voting: 8) Affirmative: 8, Negative: 0, Recusal: 0

### III. Legislative Update

Dr. Philip provided the Board with a legislative update regarding the scientific merit review of research proposals. Dr. Philip explained that after clarification from Representative Hudson, she was made aware that the legislative intent is that the Board will provide scientific merit review of research proposals submitted to the program. Dr. Philip explained that Representative Hudson further clarified that the legislative intent is that all of the appropriation made to the program is to be allocated to research proposals.

### IV. Policy and Procedures

Board members were asked to submit comments and/or edits to a draft template policy they received during the November 17, 2014 meeting. Program staff collated and distributed edits and comments received. Program staff presented the Board with a Draft Funding Opportunity Announcement (FOA) process for their review. The FOA process described the timeframes and tasks associated with Funding Opportunity Announcements. Members reviewed and discussed items listed in the template policy and draft FOA process.

Dr. Graff-Radford made a motion to edit the policy for the approval of meeting minutes and draft FOA process timeline:

Meeting Minutes:

- The Board will vote to approve meeting minutes at the next Board meeting when there is a quorum.

Suggested FOA Process/Timeline:

- The Alzheimer's Disease Research Grant Advisory Board (Board) will make FOA recommendations to the Department by the second week of April.
- The Department will publish an Advance Notice of FOA within the second week of April.
- The Department will publish the FOA within the second week of June.
- For each application, the Chair will assign two Board members (or ad hoc reviewers if needed) who have indicated no conflicts of interest, to review and score within three weeks of application deadline.

Dr. Doty seconded the motion.

Note: Dr. Neil Graff-Radford had to leave the meeting due to a previous commitment.

Total votes for approval: (Total members voting: 7) Affirmative: 7, Negative: 0, Recusal: 0

## V. Program Recommendations

Dr. Schaerf made a motion for the Department to provide the Board with progress reports and budget forms for grant recipients who are requesting an extension of their grant. Dr. Duara seconded the motion.

Total votes for approval: (Total members voting: 7) Affirmative: 7, Negative: 0, Recusal: 0

The Board discussed about whether or not a Board member may participate in some operational aspects of a grant or fellowship which has been awarded to a colleague who is a close working associate of that Board member. Dr. R. Duara was asked to draft some language regarding this discussion, which could be discussed and voted upon at the next full in-person meeting. Several board members had agreed that given that the members of this Board were selected, presumably because of their ongoing expertise and research activities in Florida, a lack of involvement in operational aspects of an awarded grant by a Board member who played a crucial role in a given laboratory or department that was a recipient of a grant or fellowship, could have a serious negative aspect on its overall success.

## VI. Research Agenda and Funding Opportunity Priorities

At the November 17, 2014 meeting, the State Surgeon General charged the Board to create a research agenda with specific milestones and measurable objectives with a determined timeline that will:

- Focus on creating research systems that encourage collaboration.
- Make Florida the premier state for Alzheimer's disease by prevention, treatment, and ultimately curing this disease.
- Incorporate the research agenda into all funding opportunities to demonstrate the return on investment to the Legislature.

Board members were asked submit comments and documents that would be helpful in the creation of the research agenda and Funding Opportunity priorities. Program staff provided the members with collated member responses and the Biomedical Research Advisory Council's (BRAC) Strategic Goals and Tactics 2014 as an example.

Through comments received, the Board discussed research priorities and mechanisms of support such as:

- Single Institution (+Consultants) & Collaborative Multi-Institution
  - Basic Science
  - Clinical Epidemiological
  - Behavioral/Social
- Funding Amounts for each mechanism of support

The Board reviewed the BRAC's Strategic Goals and Tactics and agreed it would be a good roadmap in the creation of their Research Agenda. The Assistant Chair suggested the Board members send staff a SWOT analysis for Alzheimer's Research in the state and other documents that would be helpful in the creation of the Research Agenda.

## VII. Future Meetings and Items to Discuss

Board Members agreed to schedule bi-weekly conference calls and an in-person meeting in April to further discuss recommendations for Funding Opportunity priorities, conflicts of interest, and the Research Agenda. Program staff will send out a Doodle poll to see what dates and times work for most members.

**VIII. Public Comment**

Mrs. Shahnaz Duara, MD expressed the need for medical professionals to have more education on how to respond and treat patients with delirium in the hospital and Emergency Rooms.

The meeting was adjourned at 2:50 p.m.