

January 20, 2016  
10:00 AM to 3:00 PM



6101 Lake Ellenor Dr.  
Orlando, FL 32809  
Conference call (888) 670-3525  
Conference code 2922384719

Biomedical Research Advisory Council  
Meeting Minutes

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Board Members Present:

Daniel Armstrong (Chair)  
Charles Evans Wood  
Barbara A. Centeno  
David A. Decker  
Stephen J. Gardell  
Allison Eng-Perez  
Richard Nowakowski  
John Wingard  
Paul Jacobsen

Board Members not in Attendance:

Penny A. Ralston  
Abubakr A. Bajwa

*No members of the public were present.*

**Meeting Minute Approval**

Dr. Nowakowski made a motion to approve the meeting minutes from the December 2, 2015 meeting and Dr. Wood seconded the motion.

Total votes for approval: (Total members voting: 9) Affirmative: 9, Negative: 0, Recusal: 0

**Discussion of Peer-Review Report**

The BRAC asked Department staff to check with the peer-review vendor, ORAU, about increasing the difference in scores for applications that were ranked closely together. This practice is routinely conducted in NIH review panels and would allow for additional delineation between applications.

**Funding Decisions for the Bankhead-Coley Program**

The BRAC reviewed a blinded spreadsheet of the peer-review results. Members recommended funding based on scientific merit, which was evaluated by peer-review scores. In addition, the BRAC recommended funding in several different research priorities and mechanisms to promote projects that will contribute to the goals promulgated in the 2014 Strategic Research Goals and Tactics.

Dr. Nowakowski made a motion to approve the funding recommendations and Dr. Wood seconded the motion.

Total votes for approval: (Total members voting: 9) Affirmative: 9, Negative: 0, Recusal: 0

Also, the BRAC discussed appropriating funds that were either not initially accepted by the grant recipient or relinquished during the course of the grant to those grant recipients that did not receive 100% of the funding requested during this cycle, pending confirmation from the Department that this is feasible. The BRAC would like the funds to be evenly distributed.

Dr. Jacobsen made the motion and Dr. Gardell seconded the motion.

Total votes for approval: (Total members voting: 9) Affirmative: 9, Negative: 0, Recusal: 0

### **Funding Decisions for the James and Esther King Program**

The BRAC reviewed a blinded spreadsheet of the peer-review results. Members recommended funding based on scientific merit, which was evaluated by peer-review scores. In addition, the BRAC recommended funding in several different research priorities and mechanisms to promote projects that will contribute to the goals promulgated in the 2014 Strategic Research Goals and Tactics.

Dr. Nowakowski made a motion to approve the funding recommendations and Dr. Wood seconded the motion.

Total votes for approval: (Total members voting: 9) Affirmative: 9, Negative: 0, Recusal: 0

Also, the BRAC discussed appropriating funds that were either not initially accepted by the grant recipient or relinquished during the course of the grant to those grant recipients that did not receive 100% of the funding requested during this cycle, pending confirmation from the Department that this is feasible. The BRAC would like the funds to be evenly distributed.

Dr. Jacobsen made the motion and Dr. Gardell seconded the motion.

Total votes for approval: (Total members voting: 9) Affirmative: 9, Negative: 0, Recusal: 0

### **Discussion of Peer-Reviewer Form**

The BRAC made minor revisions to the reviewer form for both programs. Specifically, the BRAC would like the reviewer to consider the long-range impacts of research on the health of Floridians under the health impact additional review criteria. Previously, the section directed reviewers to not consider the long-range impacts of research on the health of Floridians.

Dr. Jacobsen made the motion and Dr. Gardell seconded the motion.

Total votes for approval: (Total members voting: 9) Affirmative: 9, Negative: 0, Recusal: 0

### **Revisions to the 2016-2017 Funding Opportunity Announcement and Review Process**

The BRAC discussed methods to ensure studies are not duplicating projects that have been conducted in the past. First, the BRAC would like to provide a notification to applicants that the peer-reviewer will be looking at previous studies funded by the BRAC to ensure the BRAC does not fund the same application twice. Second, the BRAC would like to provide reviewers with a list of grants and abstracts funded from the past three years to confirm the BRAC does not fund the same application twice.

Dr. Nowakowski made the motion and Dr. Wood seconded the motion.

Total votes for approval: (Total members voting: 9) Affirmative: 9, Negative: 0, Recusal: 0

In order to increase the transparency of the review process, the BRAC voted to provide a copy of the review form to applicants.

Dr. Nowakowski made the motion and Dr. Wood seconded the motion.

Total votes for approval: (Total members voting: 9) Affirmative: 8, Negative: 0, Recusal: 1

In the James and Esther King FOA, the BRAC would like to emphasize that the research priorities for the biomedical research programs apply to all tobacco-related diseases, wherever appropriate. For both the Bankhead-Coley and James and Esther King FOAs, the BRAC would like to add language encouraging investigators to collaborate with other researchers at Florida-based institutions. The BRAC would like to have grant applications due on a Monday. Otherwise, the current FOA schedule will remain the same as the 2015-2016 FOA.

Dr. Wood made the motion to approve the FOA's given the revisions listed above and Ms. Eng-Perez seconded the motion.

Total votes for approval: (Total members voting: 9) Affirmative: 9, Negative: 0, Recusal: 0

### **Discussion of Revisions to the Terms and Conditions**

In the FY 16-17 grant terms and conditions, the BRAC voted to make researchers who do not report the information required in the grant terms and conditions ineligible to apply to both the Bankhead-Coley and James and Esther King Programs for one year.

Dr. Nowakowski made the motion and Dr. Decker seconded the motion.

Total votes for approval: (Total members voting: 9) Affirmative: 9, Negative: 0, Recusal: 0

Current reporting requirements found in the terms and conditions are: peer-reviewed publications, professional presentations, reports, follow-on funding from federal agencies, or patients. Resulting peer-reviewed publications or professional presentations funded by these programs must acknowledge the appropriate funding source: Bankhead-Coley or James and Esther King. Grantees will be required to forward a copy of all presentations, reports and peer-reviewed publications to the Department in the future.

An update on the changes to the terms and conditions for FY 2016-17 was presented with the following additions and modifications listed below.

New:

- Grantee must notify the Department of all publications, presentations, printed reports, or materials designed for use by the lay public (i.e. not presented at a professional conference or published in a peer-reviewed journal). Grantees will be required to forward a copy of each to the Department.
- Presentations at conferences, including posters, and abstracts should be submitted to the Department. If the presentation was scientific, a summary should be developed and submitted that can be understood by the general public.

Modified:

- The source and amount of any state, local government, or private grants or donations generated as a result of the research project.
- The status of a patent, if any, generated from the research project and an economic analysis of the impact of the resulting patent.
- A list of postsecondary educational institutions involved in the research project, a description of each postsecondary educational institution's involvement in the research project, and the number of students receiving training or performing research under the research project.

### **Discussion of Long-Term Evaluation (Survey) of Past Grant Recipients**

In order to capture as much information as possible in regard to the long-term accomplishments of research funded through these two programs, an electronic survey will be developed and administered to previous grant recipients. This will occur on an annual basis starting in Spring, 2016. The BRAC would like to acquire the information already required to be reported in the terms and conditions. Also, the following was identified by BRAC members to include in the survey:

For all grant mechanisms:

- New start-up companies established
- New clinics established
- Number of patients seen/impacted
- Investigational New Drug(s)
- Investigational Device Exemption(s)
- Number of jobs created

For Infrastructure Grants:

- Data usage from fellow researchers

**Public Comment:** None

The meeting concluded at 2:50 PM