

September 20, 2016
10:30 a.m.—11:30 a.m.



Conference call (888) 670-3525
Conference code 5311418626

Alzheimer's Disease Research Grant Advisory Board
Meeting Minutes

Alzheimer's Disease Research Grant Advisory Board Members in Attendance:

- Frederick Schaerf, M.D., Ph.D., Neuropsychiatric Research Center of Southwest Florida
- Neill Graff-Radford, M.D., Mayo Clinic, Jacksonville
- Leilani Doty, Ph.D., University of Florida, Chair
- Jacqueline Wiltshire, Ph.D., University of South Florida, Assistant Chair
- Todd Golde, M.D., Ph.D., University of Florida
- Niharika Suchak, MBBS, MHS, FACP, Florida State University
- Uma Suryadevara, M.D., University of Florida

DOH Staff:

- Teresa Mathew, MSW, MPA, Advisory Board Liaison, Biomedical Research Section
- Bonnie Gaughan-Bailey, MPA, ASQ-CQIA, Administrator, Biomedical Research Section
- Sylvester Thompson, Biomedical Research Section
- Will Crowley, Biomedical Research Section

Members of the Public:
None

A quorum was present. Board members received all pertinent meeting materials. Board members participated via conference call and could actively and equally participate in the discussion.

I. Introductions and Meeting Overview

Dr. Doty provided an overview of the meeting agenda. Board members introduced themselves.

II. Meeting Minute Approval

Meeting minutes from 9/08/2016 were approved. Dr. Graff-Radford made the motion to accept the minutes and Dr. Schaerf seconded the motion.

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

III. Discussion of Conflicts of Interest and areas of expertise for the upcoming grant review process: Full Board discussion

Board members briefly discussed conflicts of interest and areas of expertise. Before the meeting, this information had been shared with DOH staff in a series of spreadsheets.

IV. Assignment of reviewers and discussion of potential ad hoc reviewers: Full Board discussion

Dr. Doty asked other Board members if each application should receive two reviews instead of three. Dr. Graff-Radford spoke in favor of reducing the number of reviews per application to facilitate the review process, and the remainder of the Board agreed. Dr. Golde suggested that the Board get ad hoc reviewers for all applications and then arbitrate where needed. Dr. Doty requested that DOH staff refer to the list of reviewers from the previous year, and give the Board a list of available ad hoc reviewers.

Dr. Golde pointed out that even after reducing the number of reviews per application from three to two, there would still be eighty-eight reviews total to be done. If Board members only reviewed three

applications each, that would leave fifty-eight applications to be performed by ad hoc reviewers. In the interest of reducing the workload of ad hoc reviewers, Dr. Doty suggested that Board members commit to reviewing five applications instead of three. The Board members agreed. Dr. Doty emphasized the necessity of identifying the availability, expertise, and conflicts of interest of ad hoc reviews as quickly as possible.

V. Explanation of review process: DOH staff.

Bonnie Gaughan-Bailey informed the Board that the DOH contract with the current grant managing software was expiring, and that it would be necessary to use OneDrive as a replacement during the transition period. Teresa Mathew discussed details pertaining to the processes and operations of the software. Dr. Doty and other Board members expressed a desire to have contact information of DOH staff to facilitate navigation of this new program.

VI. Public Comment

None.

The meeting was adjourned at 11:30 a.m.