

**CTSA Consortium Steering Committee
November 17, 2009
1:00-2:00pm, ET**

CTSA Consortium Updates

- **Availability of Executive Summaries of All NCRR ARRA Supplements To CTSA's**
Dr. Sawczuk noted that verification of the data on ARRA supplements has started and analysis of the compiled information will be the next step. The Consortium Management Group may be a good resource for similar efforts in the future and its participation would ease the burden on Administrators.
- **Clinical Research Support Activities and PCIR**
As Administrators have undertaken cost analysis, it was proposed that the PCIR be sunset as there have not been any activities to date for this group. The PCIR Key Function Committee was formed to serve as a forum for sites to discuss different problems as they altered their clinical resources to suit the scope of their new program. Whether PCIR should continue as a KFC or whether it should shift to some other format was discussed and it was clear that more information is needed to assist the PCIR group in refining its focus. It was agreed that PIs and their institutions should provide written input on what problems are faced by PCIR resources. The results of this input will be shared at an upcoming Steering Committee to better target PCIR activities in the future.

More information will be forthcoming on how this information will be gathered.

- **Consortium Management Group (CMG): Potential Areas of Focus**
Following distribution of a draft charter for the Consortium Management Group, Executive Committee members were asked to comment on the proposed priorities and activities. Members agreed that the CMG would serve as an operational arm of the CCEC, adding that CMG should include management of communications, linking key people together to increase productivity, utilizing knowledge gained to synergize bringing separate projects/efforts together, and to coordinate the activities of Consortium strategic goals.

In addition, Executive Committee Members noted some specific tasks that the CMG could undertake, these include:

- Distill important and key information from the project data gathered from SGCs, KFCs, working groups, special interest groups, task forces and other entities and share this information with the appropriate groups;
- Instruct that each administrators working in the CMG to each be assigned to a SGC; this function would be distinct from the work of the current volunteer administrators on the 5 SGCs as the CMG administrator is "staff" and therefore contracted to take on and complete certain tasks; and
- Serve as a conduit and filter all the project information available (including administrative supplement and BPCA information) for the CTSA Consortium

Executive Committee; this would provide the CCEC with the opportunity to make informed decisions and share best practices.

Furthermore, Dr. Dan Ford requested the opportunity to bring specially requested projects to the CMG.

- **Creation of CER KFC**

Due to significant national interest and funding devoted to CER, each CTSA was asked to identify an individual who is expert in the area. Forty five out of the 46 CTSA sites responded promptly with a point-of-contact for CER. The next question is how these nominees are to communicate and how they can work with Strategic Goal Committee 4b (which currently handles CER).

One proposal that was received favorably on the Executive Committee call of 11/10/2009 was to constitute them as a Key Function Committee. From NCRR's perspective, a decision to make a KFC out of CER would imply giving them some BAH support, such as a project manager. There should also be a charge, such as "addressing the Consortium CER priorities and to provide an infrastructure to coordinate efforts and added project deliverables."

It was agreed that a poll be conducted so members could vote on whether a CER Key Function should be formed.

Updates from Strategic Goal Committees

Strategic Goal 1 - National Clinical and Translational Research Capability

- Dr. Dan Ford will have call tomorrow to assess progress and will provide an update next time.

Strategic Goal 2 - Training & Career Development of Clinical/Translational Scientists

- For the upcoming CTSA Industry Forum, February 17-18, 2010, this Committee will collaborate on sharing already developed training core curricula on drug development, toxicology and safety, translational and clinical research training and entrepreneurial development of academic staff.

Strategic Goal 3 - Enhancing Consortium-Wide Collaborations

- Dr. Solway is currently exploring opportunities for data sharing with three key databases being compiled in the NIH sphere; more information will be forthcoming in the coming weeks.

Strategic Goal 4 -- Enhancing the Health of Our Communities and the Nation

- SGC 4A is following up on action items from the recent face-to-face meeting and seeking a conference grant.
- SGC 4B has compiled a list of contacts for Comparative Effectiveness Research (CER) and will proceed with the web conference on December 14.

Strategic Goal 5 – T1 Translational Research

- SGC 5 members are reviewing how T1 efforts should be accomplished and will provide a report in the near future.

CC-CHOC

The Metrics of Success will be sent to all sites and it is planned that results of these surveys will be compiled by January 31, 2010. Full data collection is expected in May of 2010.

Other Business

The meetings scheduled for December 22nd and 29th are canceled due to the holidays.
