

DEPARTMENT OF HEALTH AND HUMAN SERVICES  
CENTERS FOR DISEASE CONTROL AND PREVENTION (CDC)  
NATIONAL CENTER FOR INJURY PREVENTION AND CONTROL (NCIPC)

**INITIAL REVIEW GROUP (IRG) MEMBERS MEETING**

**MINUTES**  
**March 9, 2007**

**CLOSED TO THE PUBLIC**

**FRIDAY, MARCH 9, 2007**

**CALL TO ORDER / WELCOME / PURPOSE**

Gwendolyn H. Cattledge, Ph.D., M.S.E.H., IRG Executive Secretary, Deputy Associate Director for Science, National Center for Injury Prevention and Control (NCIPC), called the meeting of the NCIPC IRG Members to order at 3:00 p.m. on Friday, March 9, 2007, at the Sheraton Colony Square in Atlanta, Georgia. To ensure that they had a quorum, Dr. Cattledge requested that Geneva Cashaw, a Grants Technical Assistant, lead the group in the roll call.

Upon determining that they did, indeed, have a quorum, Dr. Cattledge welcomed the members and thanked them for taking time out of their busy schedules to vote on the results of the peer review process for Cycles A (Injury Control Research Centers; ICRCs) and B (Dissertation and Violence) before sending them on to secondary review. She indicated that Cycle C will take place May 20-24, 2007 and consist of primarily cooperative agreements from various areas of violence, unintentional injury, and acute care. Cycle D will take place in June 2007 and consist of applications for the National Center for Environmental Health / Agency for Toxic Substances and Disease Registry (NCEH / ATSDR). In FY 2003, Dr. Gerberding charged the agency to establish Extramural Research Program Office (ERPO) across the agency. It was decided that NCIPC would set up an official office to service the Coordinating Center for Environmental Health and Injury Prevention; NCIPC and NCEH/ATSDR. NCIPC had an existing program along with NIOSH and there are a couple of others such as National Center for Infectious Diseases (NCID) and National Center for Chronic Disease Prevention and Health Promotion (NCCDPHP).

Dr. Cattledge also indicated that the "Falls Among the Elderly Research Portfolio" evaluation had been completed, for which there should soon be an electronic version distributed to members. In addition, the portfolio review evaluations for "Traumatic Brain Injury" and "Biomechanics" should be completed by late summer. For these, a report will probably be available by September 2007.

In conclusion, Dr. Cattledge indicated that Dr. Darnell Hawkins would serve as the IRG chair for and meeting and the voting process of the peer review panels for announcements 07001, 07009, and 07010.

## CHAIRPERSONS' REPORTS / VOTING

Dr. Darnell Hawkins served as the chairperson for the IRG meeting and for Program Announcement (PA) 07001, "Grants for Injury Control Research Centers." Members with conflicts of interest were asked to leave the call and Geneva would call them and tell them when to call back in. Dr. Hawkins reported that over the course of the three separate review meetings, a total of 12 applications were reviewed (4 during each meeting), none were triaged, and all 12 applications reviewed are begin sent forth for secondary review. Scores ranged from 166 to 342. He indicated that each panel had the opportunity to review each application in depth for about 2.5 to 3 hours interview applicants followed by a remote site visit via telephone conference call for approximately two hours in order to gain further insight into their proposals. Following these sessions, the review panelists reconvened for another 30 minutes to finalize their scientific assessments and voting occurred. With this process, each university (applicant) was able to make its case both in writing (submitted application) and through further discussions with review panelists over a two-hour period. This was an extremely beneficial process for applicants and panelists, particularly given the complexity of the center proposals, as well as the complex operations of the centers themselves. One IRG member who served as a review panelist during the remote site visits requested that Dr. Hawkins translate back to the program that this is, indeed, an extremely valuable and appropriate process that is well worth the investment of time and resources (personnel and financial), as these centers are vitally important to CDC and the country. With no further discussion offered, Ms. Cashaw led the members through the voting process. Members voted unanimously to accept the recommendations of the peer review panel.

Dr. Victoria Phillips served as chairperson for Request for Application (RFA) 07009, "Dissertation Grant Awards for Doctoral Candidates for Violence-Related Injury Prevention" and reported back to the IRG. Members with conflicts of interest were asked to leave the call and return in five minutes. Dr. Phillips indicated that all nine applications were reviewed, none were triaged, and seven were referred for secondary review based on the scores. The scores ranged from 154 to 432. Sentiment was expressed by some IRG members about providing poorer scores to applicants, given that this could be demoralizing. Dr. Cattledge stressed the importance of the learning experience for these applicants, while Dr. Phillips assured them that the panelists had been very conscientious in their comments and recommendations to applicants. With no further discussion offered, Ms. Cashaw then led the members through the voting process. Members voted unanimously to accept the recommendations of the peer review panel.

Dr. Jonathan Howland served as the chairperson for Request for Application 07010, "Research for Preventing Violence and Violence-Related Injury (R01)" and reported by to the IRG. Dr. Howland indicated that all 25 applications were reviewed, none were triaged, and 22 were referred for secondary review based on the scores. The scores ranged from 140 to 413. Ms. Cashaw then led the members through the voting process. Members voted unanimously to accept the recommendations of the peer review panel. Dr. Hawkins turned the meeting back over to Dr. Cattledge.

**CLOSING REMARKS**

In closing, Dr. Cattledge thanked the members for all of the assistance they have provided to the IRG over the years. She acknowledged the amount of work involved for those who assisted in conducting ICRC site visits, noting that people had graciously served in this process. She then announced that this would be her last official day as the NCIPC IRG Executive Secretary and the Scientific Review Administrator (SRA) in charge of the NCIPC peer review process. She thanked them all for their support during her three and a half year tenure in this role, indicating that she would remain in her role as the NCIPC Deputy Associate Director of Science. Dr. Cattledge said she appreciated the relationships that she and the members had established over the years, that she would miss them all, and that she wished them each good luck as they worked together to move the field of injury prevention and control forward. Members, in turn, wished Dr. Cattledge farewell. With no further business posed, the IRG members' meeting was officially adjourned.

I certify that, to the best of my knowledge, the foregoing summary is accurate and complete.

Gwendolyn H. Cattledge  
Gwendolyn H. Cattledge, Ph.D., M.S.E.H.

3/9/07  
Date