

RESEARCH ADVISORY PANEL OF CALIFORNIA  
FRIDAY, DECEMBER 6, 2024- 1:00 PM  
Meeting Minutes

OPEN SESSION

**1. Call to Order, Establishment of a Quorum, and General Announcements**

Panel Members present: Member Boris Heifets, Public Health Officer Designee Cyrus Rangan, Member Daniele Piomelli, Member James Gasper, Member Kelly Lee, Chair Jennifer Mitchell,

Panel members absent: Member Martine D'Agostino

Quorum is established.

Chair Mitchell in her general announcements (1) clarified that the Panel meeting dates that the Panel selected for 2025 and are posted to the website are subject to change if needed to establish a quorum; (2) stated that the annual progress reports are due January 31, 2025, and that reminders with instructions have been sent to all active studies by the Executive Officer. (3) asked new Panel member Kelly Lee to briefly introduce herself. After Dr. Lee's introduction, Chair Mitchell said that (4) any changes to the review process approved by the Panel would be reflected in updates to the RAPC website on the Guidelines page and other website pages as appropriate.

**2. Approval of Panel Meeting Minutes**

Chair Mitchell asked whether everyone received the meeting minutes for the October 18, 2024 Panel meeting and had a chance to review them. If so, please unmute themselves and note anything they would like to change or any discrepancies in those minutes. Hearing none, Chair Mitchell invited a motion to approve the minutes. Member Heifets moved to approve the minutes. The motion was seconded by Member Rangan. Chair Mitchell asked for a vote for all those in favor of approving the minutes.

Vote

Boris Heifets - Yes

Cyrus Rangan- Yes

James Gasper- Yes

Jennifer Mitchell- Yes

Kelly Lee- Yes

Daniele Piomelli- Yes

Public comment

None

**3. Expedited Review Process/ Review Process**

Chair Mitchell asked if Panel members had any comments to make on the next steps or if they needed more time to review their checklists for the Expedited Review Process. Member Piomelli requested a public discussion after having a chance to review checklist items again and then come to an approval on expedited review in a reasonable amount of time. Chair Mitchell asked whether he and other Panel members would be comfortable having a chance to review again then have a public discussion and vote on it next time. Members Piomelli and Heifets agreed with this plan and Chair Mitchell asked if other members had any comments or agreed with this plan.

Vote

Boris Heifets - Yes

Cyrus Rangan- Yes

James Gasper- Yes

Jennifer Mitchell- Yes

Kelly Lee- Yes

Daniele Piomelli- Yes

Member Piomelli asked to add an Agenda Item at the next Panel meeting: A discussion about the feasibility of increasing the number of Panel meetings.

Public comment

None

**CLOSED SESSION**

Chair Mitchell, Member Heifets, Member Gasper, Member Piomelli, Member Lee, and Public Health Officer Designee Rangan entered closed session to discuss Agenda items number 4, 5, 6, and 7 under Government Code Section 11126, subd. (c)(20).

OPEN SESSION

**8. Meeting Adjournment**

Panel members present: Chair Mitchell, Member Heifets, Member Gasper, Member Piomelli, Member Lee, and Public Health Officer Designee Rangan.

Panel members absent: Member D'Agostino

Chair Mitchell provided a reminder that the next Panel Meeting is scheduled for February 14, 2025 at 1:00 pm and then adjourned the meeting.