



HSSA BOARD OF DIRECTORS
Minutes of the September 4, 2013 Meeting
PAML National Headquarters, N. 629 Iron Court, Spokane. WA

Members Present:

Nancy Isserlis, Chair; Mike Wilson, Kevin Oldenburg, Dave Vachon and Frank Velázquez.

Members Absent:

Earl F. “Marty” Martin, Jason Thackston, Jeff Collins, Gary Pollack

Staff Present:

Susan Ashe, Acting Executive Director
Gaylene Lewin, Consulting Accountant

Staff Absent:

Jim Emacio, Counsel

Guests:

Dr. Pat Tennican, Brian Kasbar, Lee Taylor

1) Call to Order

Nancy Isserlis welcomed everyone and called the meeting to order at approximately 3 p.m. The meeting was conducted at PAML’s national headquarters, 629 N. Iron Court, Spokane.

2) Approval of Minutes

Mike Wilson moved to approve the minutes of the May 29 & August 7, 2013 board meetings and Kevin Oldenburg seconded the motion, which passed unanimously.

3) Board Action

A) Mike Wilson, Chair of the HSSA Grants Committee made a motion on behalf of the Grants Committee, to extend by eight (8) months the Grant Award Agreement of Iasis Molecular Sciences for its research grant “Infection-Control Solutions for At-Risk Patients.” This grant is under HSSA RFP #6 and involves no additional funding, simply an extension of time due to the time required being longer for certain processes. Wilson said that the Committee found Dr. Vachon’s progress in line with expenditures to date.

Kevin Oldenburg seconded Wilson's motion, and the recommendation from the Grants Committee was approved with one (1) abstention by Dave Vachon.

4) Chair's Report – Nancy Isserlis, Board Chair

A) Chair Isserlis stated that now that the Board is meeting quarterly, she had signed a series of warrants since the Board's last meeting May 29th, and that when the amount was over her signing authority, one other Board member signed the warrant and the warrant certification. The warrants are on file in the HSSA office if any Board member would like to review.

The Chair thanked board member Dr. Frank Velázquez, President & CEO of PAML for inviting the HSSA Board to meet at PAML, and asked him to provide a brief update about PAML, which he did.

Chair Isserlis next introduced Rich Hadley, President & CEO, Greater Spokane Incorporated. Hadley provided the Board an update of the latest findings by TrippUmbach, a Pennsylvania consulting firm who analyzed the significance of a medical school presence in Spokane.

5) Executive Director's Report – Susan Ashe, Executive Director

Chair Isserlis referred the Board members to the four-page Executive Director's report in their board packets and said it was very extensive and detailed and thoroughly covered the work of the Executive Director since the Board last met in person in May.

6) Board Committee Reports

A) **Finance Committee** – Gaylene Lewin for Jason Thackston, Chair

In Jason Thackston's absence, Gaylene Lewin provided the following report which had been reviewed and approved by Jason.

- The Committee has reviewed the financials through July 31, 2013 and found the HSSA to be in good financial shape.
- Total State Tax remittance for the year is \$891,537 and an additional \$61,753 from Spokane County Allocated Earnings.
- The County reports that HSSA's ending cash balance as of June 30, 2013 is \$13,262,843 with committed payroll tax, grants, and bond liabilities of \$10,577,391. Operating expenses for the year remain below the 10% goal at 8.3%.

B) **Grants Committee** – Mike Wilson, Chair.

Wilson reported that Grants Committee members Wilson, Isserlis, Oldenburg and Vachon met earlier in the day.

Prior to Vachon arriving at the meeting, the Committee dealt with his request to extend HSSA RFP #6 – Infection-Control Solutions for At-Risk Patients for eight (8) months and determined the request to be reasonable and to proceed to recommending full Board approval of the extension request.

The Committee also reviewed three Letters of Intent (LOIs) from HSSA's "open" health sciences research grants categories, RFPs 5, 6 and 7, and will ask the applicants of two to submit full proposals.

The Committee was pleased that the latest "Access to Care" RFP #9 had received eight (8) Letters of Intent. Seven of the applicants will be asked to submit proposal for this total grant offering of \$235,000.

7) Executive Session

There was no Executive Session.

8) Counsel's Report

There was no report from Counsel.

9) Board Member Comments and Announcements

There were no board member comments or announcements.

Board Chair Martin adjourned the meeting at approximately 4 p.m.

The next Board meeting will be held December 4, 2013 at the McKinstry SIERR Building, 850 E. Spokane Falls Building, Roundhouse Conference Rooms 1 and 2. The Board holds open the option to call a Special Board meeting before this next scheduled meeting if necessary.