



HSSA BOARD OF DIRECTORS Minutes of the March 4, 2015 Board Meeting

Members Present:

Nancy Isserlis, Chair; Marty Martin, Vice Chair; Dave Vachon. Jason Thackston and Mike Wilson participated via phone.

Members Absent:

Jeff Collins, Kevin Oldenburg, Gary Pollack and Frank Velázquez

Staff Present:

Susan Ashe, Executive Director
Jim Emacio, Legal Counsel
Gaylene Lewin, Consulting Accountant

Guests:

Anne Schwartz, Dahl Natural LLC

1) Call to Order

Nancy Isserlis, Board Chair, welcomed everyone and called the meeting to order at approximately 3 p.m. The meeting was held in the McKinstry SIERR Building, 850 E Spokane Falls Boulevard, Roundhouse 1 & 2 conference rooms.

2) Approval of Minutes

Marty Martin moved to approve the minutes of the November 12, 2014 Board meeting and Mike Wilson seconded the motion, which passed unanimously.

3) Board Actions

- A) Kevin Oldenberg moved that the HSSA Board approve both the minutes of the regular August 6, 2014 Board meeting, as well as the minutes of the Strategic Investment Plan, also held on August 6th. Mike Wilson seconded the motion, which passed unanimously.
- B) Mike Wilson moved on behalf of the Grants Committee that the HSSA Board approve a new grant proposal under HSSA RFP #6 Novion Technologies in the amount of \$132,720, for “Silver-based therapeutic wound dressings for diabetic foot ulcers (DUFs).” Marty Martin second the motion, which passed. Dave Vachon recused himself from the vote.
- C) Mike Wilson moved to approve a no-cost extension for one year to Providence Medical Research Center and Dr. Katherine Tuttle, Providence, and Dr. Cindy Corbett, WSU College of Nursing, for the HSSA RFP #7 grant “End-Stage Renal Disease – Medication Information Transfer Intervention (ESRD-MIT).” Dave Vachon seconded the motion, which passed unanimously.

- D) Marty Martin moved and Jason Thackston seconded a motion to authorize the HSSA Board Chair to sign documents related to both motions contained in B and C above. The motion passed unanimously.
- E) Marty Martin made a motion to accept the HSSA Board the 2015 Budget, as presented by Finance Chair Jason Thackston, which Dave Vachon seconded. The motion was unanimously passed.

4) Chair's Report

Board Chair Isserlis reported that she had signed a series of warrants since the Board last met on November 12th, and when a warrant required two signatures these were provided by either Marty Martin, Board Vice Chair, or Jason Thackston, Finance Committee Chair.

The Chair congratulated Marty Martin, on behalf of the Board for his selection as the next President of Drake University, Des Moines, IA. His last HSSA Board meeting will be May 6th, at which time we will celebrate. We also need to think of a potential replacement for Marty's position, which is a City of Spokane Mayoral appointment.

In addition, the Chair reminded the Board of the status of other Board vacancies, as follows:

- Dr. Frank Velázquez has been reappointed to the Board by Mayor David Condon to a four-year term. We thank Frank for his willingness to serve another four-year term.
- Dr. Jeff Collins', Providence Health Care, term expired in December. He was appointed by the Spokane County Commissioners. This vacancy has been advertised by the County and we are aware of two potential candidates for this position.
- Dr. Dave Vachon's term will expire in March, and he has reapplied to Spokane County for reappointment to the Board.
- Dr. Gary Pollack's term will expire Oct. 14, 2015.

The Chair introduced Anne Schwartz, Founder of Dahl Natural, LLC, and thanked her for accepting the Board's invitation to provide an update on her company and status of her HSSA grant "Real-time, Low-Cost Pesticide Monitoring for Food and Water Safety via an Automated Electrochemical Monitoring Device."

5) Executive Director's Report

The Executive Director's Report was included in the Board packet members received at the meeting.

6) Committee Reports

A. Finance Committee

Finance Committee Chair Jason Thackston reported that he had reviewed HSSA's financials and found HSSA to continue to be in good financial shape. The total tax remittance for the year ending 2014 is \$1,564,901, and an additional \$94,905 from Spokane County Allocated

Earnings. The HSSA's ending cash balance as of January 31, 2015 is \$11,585,996 with committed payroll tax, grants and bond liabilities of \$9,995,775.

Mr. Thackston also presented to the Board the organization's 2015 budget, which continues to be conservative in its assumptions and largely unchanged with one exception, and that is a nominal increase in salary for the Executive Director. Marty Martin moved to accept the 2015 HSSA Budget, Dave Vachon seconded the motion and it passed unanimously. It was noted for the record that the Executive Director's pay would be adjusted to prorate the increase over the remaining 10 months of 2015.

B) Grants Committee

Grants Committee Chair Mike Wilson noted that the HSSA Grants Committee met on January 27, 2015, at McKinstry. The Committee reviewed a proposal for funding under HSSA RFP #5 from Novion Technologies for "Silver-based therapeutic wound dressings for improved diabetic foot ulcers (DFUs) wound healing." The grant amount request was \$132,720. After scoring the proposal, it was concluded that the committee would recommend approval to the full Board. It was also noted that under HSSA's new guidelines that determine a \$1 million maximum allowable in grant funding to any research investigator. Therefore, this will be the last grant available to Dr. Dave Vachon.

Mr. Wilson recommended to the Board in a motion that it approve the Novion Technologies proposal "Silver-based therapeutic wound dressings for improved diabetic foot ulcers (DFUs) would healing" in the amount of \$132,720. Marty Martin seconded the motion, which passed with the abstention of Dr. Vachon.

Additionally, Mr. Wilson also made a motion to the HSSA Board to approve a request from Dr. Katherine Tuttle, Providence Medical Research Center, and Dr. Cindy Corbett, WSU College of Nursing, for a one year, no-cost extension to their HSSA RFP #7 grant "End-Stage Renal Disease – Medication Information Transfer Intervention (ESRD-MIT)." Dave Vachon seconded the motion which passed unanimously. In part, the request was made because of a reduction in the potential participant pool by study recruitment to date.

7) **Counsel's Report**

There was no report from Counsel.

Board Chair Isserlis concluded the meeting at approximately 4:00 p.m. The next Board meeting will be **Wednesday, May 6, 2015**, at 3 p.m. and will be held at the McKinstry SIERR Building, 850 E Spokane Falls Boulevard, Roundhouse 1 and 2 conference rooms. Please note your calendars!