



BOARD MEETING AGENDA

Wednesday, November 19, 2025, 3:00PM, 421 W RIVERSIDE #805, SPOKANE, WA 99201

<https://zoom.us/j/91797158985?pwd=yypjHz7TXvQCd1BmQrYAtFd0NfWZF9.1> Meeting ID: 917 9715 8985 Passcode: 935976

HSSA promotes bioscience-based economic development and advances new therapies and procedures to prevent disease and promote public health.

The HSSA Board and staff comply with the Washington State Ethics in Public Service Act, chapter 42.52 RCW and the HSSA Ethics and Conflicts of Interest Policy.

A conflict of interest exists when a Board Member or employee has a direct or indirect Beneficial Interest in a proposed grant or other contract.

For purposes of disclosure a “Beneficial Interest” means a direct or indirect through business, investment, or family:

1. Ownership or Investment interest in any entity that has submitted a proposal for a contract or grant;
2. a current compensation arrangement with any entity or individual that has submitted a proposal for a contract or grant with the HSSA, a reasonably foreseeable potential future ownership or investment interest in, or compensation arrangement; or
3. a current compensation arrangement with any entity or individual that has a significant competitive interest that would be affected by a grant or contract awarded by the HSSA.

If a Board Member or employee has conflict of interest, they should disclose the conflict to the Board Chair and not participate in discussion, approval, administration, or monitoring any such grant or contract.
Rev 8.21.2024

1. Welcome- Board Chair Dr. Francisco Velázquez
 - a. Establish Quorum
 - b. Identify any potential conflicts of interest
 - c. Approval of October 15, 2025, Board Meeting Minutes
 - d. Review of Action Items
 - i. Budget Modification Requests
 1. Lighthouse Health
 2. Zepa Medical
 - ii. 2026 Budget
 - iii. Grant Award Agreement
 - iv. Intellectual Property Policy
 - v. Board Conduct Policy
 - e. Public Comment: 3 Minute Maximum (Please Sign In to Be Heard)
2. Board Chair Report and Executive Committee Update- Dr. Francisco Velázquez
3. Executive Director Report- Erin Williams Hueter
 - a. Strategic Plan Implementation
 - i. Access to Care Grant Overview
 - ii. RD&C Spokane Grant Overview
 - iii. Financial Planning for 2026

4. Finance Committee Report- Lewis Rumpler
 - a. Review of Financial Statements
 - b. Budget Modification Requests
 - i. Litehouse Health
 - ii. Zepa Medical
 - c. 2026 Budget
5. Grants Committee Report- Dr. Francisco Velázquez
 - a. 2025-2026 Grant Timeline
 - i. [Access to Care Review Process](#)
6. Governance Committee Report- Dr. Darryl Potyk
 - a. Intellectual Property Policy
 - b. Grant Award Agreement
 - c. Board Code of Conduct Policy
7. Other Business
8. Adjourn- Dr. Francisco Velázquez
 - a. Next Meeting December 17, 2025