



health sciences & services authority of spokane county

BOARD MEETING MINUTES

Wednesday, December 18, 2024, 3:00PM, 421 W RIVERSIDE #805, SPOKANE, WA 99201

In attendance

Trustees - Dr. Francisco Velázquez, Julie Orchard, Vange Ocasio Hochheimer, Daryll DeWald, Lewis Rumpler, Chandima Bandara, Alisha Benson, Jason Thackston, Robin Pickering, Darryl Potyk at 3:18pm

Others: Erin Williams Hueter – Executive Director, Leeanne Clegg – Program Assistant, Lloyd Fillis – Contracted Accountant, Thaddeus O’Sullivan - Contracted Attorney

1. Welcome: Dr. Francisco Velázquez - Board Chair
 - a. Quorum established at 3:01pm
 - b. Review of Conflict-of-Interest Policy
 - c. Review of Recusals
 - d. Approve Minutes from November 25, 2025, Special Board Meeting
 - i. Motion to approve – Jason Thackston
 - ii. Second – Robin Pickering
 - iii. Motion passes unanimously
 - e. Reminder to send in performance reviews for executive director
2. Grants Committee Report – Daryll DeWald – Grants Committee Chair
 - a. Recommendation to sunset RFPs on March 2, 2025
 - i. All current grants remain active
 - ii. Intermediate step to restructuring policies and procedures
 - iii. Subcommittees formed to review policies and procedures, bring to appropriate committees for recommendations and bring recommendations to the board
 - iv. Mujeres in Action
 1. Request for a no cost extension through March 2025
 2. Motion by Chandima Bandara to approve
 3. Second by Vange Ocasio Hochheimer
 4. Motion passes unanimously
 - b. Access to Care Grant Applications
 - i. Review HSSA funds available for access to care grants
 1. 75% for matching grants

2. 15% for access to care grants
 3. \$565,000 available for 2025 access to care grants
 4. Total amount of applications was \$1,499,379
 5. 2025 focus on provider shortage
- ii. Discussion about many impressive applications, all strong proposals, invitation for further discussion from board members
 - iii. Process of selection included review of each application, robust discussion in grants committee, ranking of applicants, very difficult choices, invitation for further discussion from board members
 - iv. Recommendations to fund from Grants Committee
 1. JOYA - \$100,000
 - a. Application Summary - provides a dietician and ongoing services for children birth-5 yrs old in need of physical, occupational, and speech therapy. Estimated 300 children are served each year. Funds will be used for personnel.
 - b. Motion to fund by Robin Pickering
 - c. Second by Chandima Bandara
 - d. Motion passes unanimously
 2. Latinos en Spokane - \$30,000
 - a. Application Summary - Addresses urgent healthcare needs of Latino and immigrant communities. Works through Community Health Access and Navigation initiative, will expand reach of Community Comadre Social Worker Program and el Mercadito cultural market – empowering underserved residents with resources, guidance and ongoing support for health care needs including insurance, primary & preventative care. Targets over 3,000 underserved individuals. Funds will be used for staff incentives, supplies, and equipment.
 - b. Motion to fund by Jason Thackston
 - c. Second by Julie Orchard
 - d. Motion passes unanimously
 3. Maddie’s Place - \$100,000
 - a. Application Summary - Provides specialized medical and non-medical care for substance-exposed newborns with wraparound support for their caregivers.

Maddie's place has capacity for 16 infants and 13 parents at one time. Funds will be used for personnel & health benefits with a small amount dedicated to equipment, mileage, and training.

- b. Motion to fund by Robin Pickering
 - c. Second by Lewis Rumpler
 - d. Motion passes unanimously
4. Mujeres in Action - \$60,000
- a. Application Summary - Advocate for survivors of domestic violence and/or sexual assault while educating our community from a Latine perspective to end family violence. Provide mental health care. Funds will be used primarily for personnel and benefits with small amounts dedicated to equipment, mileage and training.
 - b. Motion to fund by Vange Ocasio Hochheimer
 - c. Second by Alisha Benson
 - d. Motion passes unanimously
5. Partners with Families and Children - \$130,000
- a. Application Summary - Alleviates the impact of provider shortages on suspected victims of child abuse. Projected to serve 600 children in 2025. Budget includes primarily personnel.
 - b. Motion to fund by Julie Orchard
 - c. Second by Chandima Bandara
 - d. Motion passes unanimously
6. Spokane Prescription Assistance Network - \$30,000
- a. Application Summary – Helps low to moderate income individuals to afford prescribed medications using a multi-faceted streamlined process. Over 90% of patients seeking assistance are Medicare and Medicare part D recipients. Funds will be used primarily for personnel.
 - b. Motion to fund by Chandima Bandara
 - c. Second by Darryl Potyk
 - d. Motion passes unanimously
7. Asante

- a. Application Summary – Health care clinic that focuses on uninsured, underinsured and minority residents including refugees from immigrant populations. Established in 2024. Funds will be used primarily for personnel with some dedicated to lease/rent and electronic health record.
- b. Partial award recommended with revised statement of work and budget provided by Asante - \$115,000 (remaining dollars available from HSSA)
- c. Motion to fund with this contingency by Vange Ocasio Hochheimer
- d. Second Robin Pickering
- e. Motion passes unanimously
- v. Comments by committee chair – all wonderful work, joy to be able to fund and grief that 2/3 of applications cannot be funded
- vi. Matching Grants
 - 1. Drip7 – Recommendation not to fund
 - a. Could not agree that this is life or bioscience, but it a strong tech company
 - b. Public Comments
 - i. Drip7 Founder Heather Stratford asks to speak
 - ii. Board agrees to deviate from agenda and allow her to speak before vote on Drip7
 - iii. Heather Stratford speaks for allowed 3 minutes
 - c. Invitation for questions or comments from board members
 - d. Invitation for any other members of the public to comment regarding their application
 - e. No further public comments
 - f. Vote is tabled
 - 2. Spokane Public Library – Recommendation not to fund
 - a. No match in grant or qualified investment as stated in the RFP
 - b. Motion not to fund by Vange Ocasio Hochheimer
 - c. Second by Julie Pickering
 - d. Motion passes unanimously
 - 3. Gestalt – Recommendation to fund in full - \$250,000

- a. Discussion of application – including mention of qualified investor
 - b. Julie Orchard Recusal
 - c. Motion to fund by Lewis Rumpler
 - d. Second by Jason Thackston
 - e. Motion passes with Julie Orchard abstaining
4. Impact Laboratories – Recommendation to fund - \$250,000
 - a. *Allison Glasunow recused – board member who is not present at the meeting*
 - b. Discussion of application including verifying investor match
 - c. Motion to fund by Alisha Benson
 - d. Second by Lewis Rumpler
 - e. Motion passes unanimously with Allison Glasunow recused who is not present at the meeting
5. Integrated Lipid Biofuels – recommendation to fund - \$500,000 – this will bring them to their lifetime max
 - a. *Daryll DeWald recused – left meeting during discussion and vote, invited to return after vote*
 - b. Discussion of application
 - c. Motion to fund by Vange Ocasio Hochheimer
 - d. Second by Darryl Potyk
 - e. Motion passes with Darryl DeWald recused
6. Omnisia – recommendation to fund - \$230,000
 - a. *Lewis Rumpler recused – left meeting during discussion and vote, invited to return after vote*
 - b. Discussion of application including the fact that grants committee had questions and asked for follow-up from Omnisia
 - c. Motion to fund by Chandima Bandara
 - d. Second by Jason Thackston
 - e. Motion passes with Lewis Rumpler recused
7. Phenomix – recommendation to fund - \$250,000
 - a. Discussion of application including verification of investor match
 - b. Motion to fund by Julie Orchard
 - c. Second by Chandima Bandara
 - d. Motion passes unanimously

8. S2Media – Recommendation to fund at lesser amount than requested - \$122,700 because this is what they show on their budget as currently funded
 - a. Recommend contingency with revised statement of work and budget
 - b. Motion to fund with contingency by Chandima Bandara
 - c. Second by Alisha Benson
 - d. Motion passes unanimously
9. Wildecare – Recommendation to fund - \$175,000
 - a. *Allison Glasunow recused who is not present at the meeting*
 - b. *Lewis Rumpler recused – left meeting during discussion and vote, invited to return after vote*
 - c. Discussion of application
 - d. Motion to fund by Vange Ocasio Hochheimer
 - e. Second by Robin Pickering
 - f. Motion passes with Allison Glasunow recused (who is not present at the meeting) and with Lewis Rumpler recused
10. Open discussion – recommendation to table vote on Drip7 due to need for further clarification that it supports the bioscience industry – refer to grants committee to ask for further information from Drip7
 - a. Motion by Robin Pickering to refer to grants committee for this purpose
 - b. Second by Chandima Bandara
 - c. Motion passes unanimously
- vii. Grant Writing Assistance Awards
 1. LiT – Recommendation to fund up to \$10,000
 - a. *Daryll DeWald recused – left meeting during discussion and vote, invited to return after vote*
 - b. Motion to fund by Darryl Potyk
 - c. Second by Alisha Benson
 - d. Motion passes with Daryll DeWald recused
3. Governance Committee – Darryl Potyk – Committee Chair
 - a. Recommended Slate of Officers for 2025
 - i. Dr. Francisco Velázquez - Board Chair
 - ii. Allison Glasunow – Vice Chair

- iii. Darryl Potyk – Secretary – others invited by Darryl Potyk to serve as secretary if they desired – no one else stepped forward
- iv. Darryl Potyk – Governance Committee Chair
- v. Daryll DeWald – Grants Committee Chair
- vi. Lewis Rumpler – Finance Committee Chair
- vii. Motion to Sustain all with gratitude – Jason Thackston
- viii. Second Julie Orchard
- ix. Motion passes unanimously
- b. Employee Handbook Draft
 - i. Thanks to Erin Williams Hueter and Julie Orchard
 - ii. Discussion – board members input including comments on some minor wording changes, lunchtime allowance, part time employees, non-violence and no weapons clauses, travel, input from attorney
 - iii. ***ACTION ITEM – Board members please read and communicate comments/concerns Erin Williams Hueter and Julie Orchard before next board meeting***
- c. Update on Board Vacancy
 - i. Mayor interviewing candidates
- 4. Finance Committee – Lewis Rumpler – Committee Chair
 - a. No significant updates
 - b. Accounting – selected contractor – waiting for final signature on contract
 - c. Will work with staff do develop model budget for 2025
 - d. Request amendment to 2024 budget as listed – still well below 10% allocated for administrative costs
 - i. Motion by Darryl DeWald to approve changes to 2024 budget
 - ii. Second by Jason Thackston
 - iii. Motion passes unanimously
 - e. Preveal Budget Modification
 - i. Motion to approve by Chandima Bandara
 - ii. Second by Vange Ocasio Hochheimer
 - iii. Motion passes unanimously
- 5. Executive Director’s Report – Erin Williams Hueter – Executive Director
 - a. Report is included in your packet
- 6. Public Comment
 - a. Thank you for funding by representative of Maddie’s place
- 7. Final Comments and Adjourn - Dr. Francisco Velázquez - Board Chair
 - a. Thank you to all – entire team, staff, board members, etc.
 - b. Will participate in GSA fly in to Olympia

- c. Banner year for HSSA!
- d. Motion to adjourn by Daryll DeWald
- e. Second by Chandima Bandara
- f. Motion passes unanimously