



## BOARD MEETING MINUTES

Wednesday, December 17, 2025, 3:00PM, 421 W RIVERSIDE #805, SPOKANE, WA 99201

<https://zoom.us/j/91797158985?pwd=ycpjHz7TXvQCd1BmQrYAtFd0NfWZF9.1> 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. Board Members Present: John Powers, Chandima Bandara, Julie Orchard, Dr. Francisco Velázquez, Dr. Daryll DeWald, Lewis Rumpler, Dr. Vange Ocasio Hochheimer, Collins Sprague (leaves at 4:01pm), Alisha Benson, Alex Jackson, Dr. Darryl Potyk (joined at 3:40pm) Other HSAA staff and contractors present: Erin Williams Hueter, Leeanne Clegg, Amanda Hatcher, Thad O'Sullivan, Lloyd Fillis
  - B. Identify any potential conflicts of interest - None Noted
  - C. Approval of November 17, 2025, Board Meeting Minutes
    - i. Motion to approve made by Dr. Daryll DeWald
    - ii. Motion seconded by Chandima Bandara
    - iii. Motion approved by board with one abstention from Julie Orchard
  - D. Review of Action Items
    - i. Access to Care Grant Awards
    - ii. Public Comment: No public comment made
2. Board Chair Report and Executive Committee Update- Dr. Francisco Velázquez
3. Executive Director Report- Erin Williams Hueter - Discussion regarding the implementation of annual report, an updated strategic plan, the smooth transition to the online grants management system, updating the employees handbook, the need for updating the Conflict of interest training for the 2026 year.
4. Grantee Updates
  - A. Qualterra/Mike Werner- Bioscience-Based Economic Development
  - B. Maddie's Place/Shawn Cross and Katie Tolley- Access to Care
5. Finance Committee Report- Lewis Rumpler
  - A. Review of Financial Statements - Repaid overpayment to Spokane County in November
  - B. Budget Adjustment for Access to Care increase in order to fully fund the top 7 applicants- Discussion regarding the precedent for such an action. Julie Orchard, Alex Jackson, Darryl Potyk and Dr. Francisco Velázquez recuse themselves from voting
    - i. Motion to approve made by Alisha Benson
    - ii. Motion seconded by Chandima Bandara

- iii. Motion passes unanimously by the board
  - 6. Grants Committee Report- Dr. Francisco Velázquez
    - A. 2025 Access to Care Recommendations, discussion regarding evaluation system and top scoring candidates
      - i. CHAS
        - a. Motion to approve made by Chandima Bandara
        - b. Motion seconded by Dr. Daryll DeWald
        - c. Motion passes unanimously
      - ii. JOYA
        - a. Motion to approve made by Alex Jackson
        - b. Motion seconded by Julie Orchard
        - c. Motion passes unanimously
      - iii. Partners With Families 1
        - a. Motion to approve made by Alisha Benson
        - b. Motion seconded by Alex Jackson
        - c. Motion passes unanimously
      - iv. Partners With Families 2
        - a. Motion to approve made by Daryll DeWald
        - b. Motion seconded by Chandima Bandara
        - c. Motion passes unanimously
      - v. Multicare - Dr. Francisco Velázquez and Alex Jackson recuse themselves from voting
        - a. Motion to approve made by John Powers
        - b. Motion seconded by Alisha Benson
        - c. Motion passes unanimously
      - vi. Maddie's Place - Dr. Francisco Velázquez and John Powers recuse themselves from voting
        - a. Motion to approve made by Julie Orchard
        - b. Motion seconded by Chandima Bandara
        - c. Motion passes unanimously
      - vii. Providence - Dr. Daryll DeWald, Julie Orchard and Dr. Darryl Potyk recuse themselves from voting
        - a. Motion to approve made by Alisha Benson
        - b. Motion seconded by Chandima Bandara
        - c. Motion passes unanimously
  - 6. Governance Committee Report- Dr. Darryl Potyk
    - A. 2026 Officers as proposed: Dr. Velázquez to serve as Chair, Dr. Allison Glasunow to serve as Vice Chair, Lewis Rumpler to serve as Finance Committee Chair, Dr. Darryl Potyk to serve as Governance Committee Chair, Dr. Velázquez to serve as Grants Committee Chair and Dr. Darryl Potyk to serve as secretary
      - i. Motion to approve made by Alex Jackson
      - ii. Motion seconded by Chandima Bandara
      - iii. Motion passes unanimously
    - B. Discussion regarding performance of Professional Contractors, Thad O'Sullivan and Lloyd Fillis leave the meeting
  - 7. Adjourn- Dr. Francisco Velázquez
    - A. Motion to approve adjournment made by Chandima Bandara
    - B. Motion seconded by Alisha Benson
    - C. Motion unanimously approved at 4:38pm