



SPECIAL BOARD MEETING MINUTES

Wednesday, February 18, 2026, 3:00PM, 421 W RIVERSIDE #805, SPOKANE, WA 99201

<https://zoom.us/j/91797158985?pwd=yqyjHz7TXvQCd1BmQrYAtFd0NfWZF9.1> 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. Quorum Established.
 - i. Board Members Present: Dr. Vange Ocasio Hochheimer, Chandima Bandara, John Powers, Alex Jackson, Dr. Daryll DeWald, Lewis Rumpler, Dr. Francisco Velázquez, Julie Orchard, Patrick Jones, Collins Sprague. Also Present: Erin Williams Hueter, Leeanne Clegg, Amanda Hatcher, Thad O'Sullivan
 - B. Identify any potential conflicts of interest
 - i. Conflicts disclosed: John Powers - Maddie's Place, Lewis Rumpler, Zepa Medical
 - C. Approval of January 21, 2026 Minutes
 - i. Motion to approve made by Chandima Bandara
 - ii. Motion seconded by Alex Jackson
 - iii. Motion passed unanimously by the Board
 - D. Review of Action Items
 - i. Budget Modification Request: Zepa Medical
 - ii. Board Officers: Grants Committee Chair and Secretary
 - iii. Resolution on Warrant Signatories
 - iv. Executive Director Performance Review Policy
 - E. Public Comment: No public comment made
2. Board Chair Report and Executive Committee Update- Dr. Francisco Velázquez
 - A. Executive Session
 - i. Non Voting meeting participants leave the meeting at 3:06pm
 - ii. Non Voting meeting participants return to the meeting at 3:21pm
 - iii. Recommendation made to accept the Executive Director's performance review and to make support staff salary increases as proposed
 - a. Motion made by Julie Orchard

- b. Motion seconded by Dr. Daryll DeWald
 - c. Motion passed unanimously by the Board
- 3. Executive Director Report- Erin Williams Hueter
 - A. Administrative Updates regarding the implementation of a clear communication strategy utilizing a newsletter, social media, community engagement and extensive website information.
 - B. Strategic Plan Implementation on track with the release of March RFP on schedule.
- 4. Finance Committee Report- Lewis Rumpler
 - A. Review of Financial Statements
 - B. Budget Modification Request: Zepa Medical, Lewis Rumpler leaves the meeting at 4:15pm
 - i. Discussion regarding the requested budget changes
 - a. Motion to approve made by Patrick Jones
 - b. Motion seconded by Chandima Bandara
 - c. Motion passed unanimously by the Board. Lewis Rumpler returns to the meeting at 4:19pm
- 5. Grants Committee Report- Dr. Francisco Velázquez
 - A. RD&C in Spokane County Process Review - Discussion regarding HSSA hosting an event to raise community awareness of funding availability.
- 6. Governance Committee Report- Dr. Darryl Potyk
 - A. Officer Nominations: Grants Committee Chair - Daryll DeWald and Secretary - Julie Orchard
 - i. Daryll DeWald and Julie Orchard abstain from voting process
 - ii. Motion to approve made by Chandima Bandara
 - iii. Motion seconded by Dr. Vange Ocasio Hochheimer
 - iv. Motion passed unanimously by the Board
 - B. Resolution on Adding Warrant Signatory, Julie Orchard
 - i. Julie Orchard abstains from voting process
 - ii. Motion to approve made by Daryll DeWald
 - iii. Motion seconded by Dr. Patrick Jones
 - iv. Motion passed unanimously by the Board
 - C. Executive Director Performance Review Policy Update with the removal of an extraneous sentence.
 - i. Motion to approve as modified made by Dr. Patrick Jones
 - ii. Motion seconded by Chandima Bandara
 - iii. Motion passed unanimously by the Board
- 7. Other Business - None brought forward
- 8. Adjourn- Dr. Francisco Velázquez
 - A. Motion to approve adjournment made by Chandima Bandara
 - B. Motion seconded by - Dr. Daryll DeWald
 - C. Motion to adjourn meeting at 4:27pm passed unanimously by the Board.