



## BOARD MEETING NOTES

**Wednesday, September 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: Chandima Bandara, Dr. Daryll DeWald, Dr. Allison Glasunow, Dr. Vange Ocasio Hochheimer, Dr. Patrick Jones (joined at 3:31pm) Julie Orchard, Dr. Robin Pickering, John Powers, Dr. Francisco Velázquez
  - B. Others present: Leeanne Clegg, Amanda Hatcher, Erin Williams Heuter, Thaddeus O'Sullivan, Dr. Kristin Brogaard, Colleen Fuchs, Scott Sulpio
2. Identify any potential conflicts of interest
  - A. No conflicts identified related to agenda items.
3. Approval of August 20, 2025 Board Meeting Minutes
  - A. Motion to approve made by: Dr. Robin Pickering
  - B. Motion seconded by: Chandima Bandara
  - C. Motion passes unanimously by Board members
4. Review of Action Items
  - A. Grant Writing Assistance: Blaze Barrier
  - B. Public Comment: No public comment made
5. Board Chair Report and Executive Committee Update- Dr. Francisco Velázquez

6. Executive Director Report- Erin Williams Hueter
  - A. Grant Recipient Updates
    - i. Inherent Biosciences: Dr. Kristin Brogaard
    - ii. Joya Child and Family Development Center: Colleen Fuchs
    - iii. Allele Diagnostics: Scott Sulpizio
  - B. Strategic Plan Implementation
  - C. Access to Care Grant Overview - Discussion regarding NIH funding activity, federal funding and SBIR granting
7. Finance Committee Report- Lewis Rumpler
  - A. Review of Financial Statements July 2025
8. Grants Committee Report- Dr. Francisco Velázquez
  - A. Grant Writing Assistance Application: Blaze Barrier. Discussion regarding requested changes to budget.
    - i. Motion to approve made by Dr. Daryll DeWald
    - ii. Motion Seconded by Dr. Allison Glasunow
    - iii. Motion passes unanimously by Board members
9. Governance Committee Report- Julie Orchard
  - A. Board Code of Conduct Update - Discussion regarding a clarifying document to ensure adherence to employee code of conduct and board member expectations.
10. Adjourn- Dr. Francisco Velázquez

Motion to adjourn made by Chandima Bandara  
Motion Seconded by Daryll DeWald  
Motion passes unanimously by Board members  
Meeting adjourned at 4:01pm