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**HSSA BOARD OF DIRECTORS**

**Minutes of the July 19, 2017 Board Meeting**

**Members Present:** Nancy Isserlis, Board Chair, Gary Pollack, Jason Thackston, Dave Vachon, Francisco Velázquez and Mike Wilson

**Members Absent:**

Dean Martz

**Staff Present:**

Susan Ashe, Executive Director

Gaylene Lewin, Consulting Accountant

**Guests:**

There were no guests.

1. **Call to Order**

Nancy Isserlis, Board Chair, welcomed everyone and called the meeting to order at approximately 3 p.m. The meeting was held at WSU Pharmaceutical and Biomedical Building (PBS), Room 441.

1. **Board Actions**
2. Gary Pollack moved, and Jason Thackston seconded, a motion to approve the Board meeting minutes from the November 30, 2016 and April 18, 2017 meetings. The motion passed unanimously.
3. Mike Wilson moved, and Dave Vachon seconded, a motion to approve a $464,724 human capital and infrastructure start-up grant to WSU’s Elson S. Floyd College of Medicine for Dr. Bert Boyer. The motion passed unanimously with one abstention. The Executive Director was asked to request a breakdown of the approximately $4.5 million of transferrable grants funds to WSU.
4. Mike Wilson moved, and Jason Thackston seconded, a motion to issue the HSSA 2018 Access to Care annual grant for approximately $350,000 via RFP #13 in mid-August.

1. **Chair’s Report**

Board Chair Isserlis reported that she had signed a series of warrants since the Board last met on April 18, 2017, and when a warrant required two signatures these were provided by another board member. The Chair mentioned that the last Board meeting of the year is Nov. 15, 2017, and it will be held at Gonzaga University in the LaSorta room in the Hemmingson Center on campus.

In a brief discussion of a date for the Board Retreat, a date in November was preferred by those in attendance, so the Executive Director was instructed to poll Board members for their preference for a November retreat on a Saturday.

Finally, the Chair informed the Board that she had received resignation notices from two Board members, Dr. Olúgbémiga T. Ekúndayò, who has left EWU and taken a Department Chair position with Northern Kentucky University, and Dr. Dean Marz, Providence Healthcare, whose schedule does not allow him to participate. The Executive Director was asked to follow through with notifications to the City and County, as well as publicly, about the Board vacancies. The Board said it is seeking someone with a successful start-up business background, preferably in the health sciences.

1. **Executive Director’s Report**

The Executive Director’s Report was included in the Board packet members received at the meeting. Ms. Ashe did report out that she and Dr. Velàzquez brought new Life Science Washington CEO Dr. Leslie Alexander before the Vision 2030 Executive Advisory Council for a presentation that was well received. LSW Spokane board members will work with Vision 2030 to co-host LSW quarterly, informal networking sessions in Spokane, beginning this year, and will work with this group to plan a June 14-15, 2018 Life Science event in Spokane.

1. **Committee Reports**
2. Finance Committee

Finance Committee Chair Jason Thackston reported that he had reviewed HSSA’s financials through June 30, 2017, and found HSSA to continue to be in good financial shape. The total state tax remittance for the year to date is $948,132, a 4.8% increase for the same period a year ago, and an additional $49,427 from Spokane County Allocated Earnings. Operating expenses through March remain below the 10% goal at 8.3%.

Mr. Thackston also reported that he and HSSA staff will continue to study the Spokane County Treasurer’s Office new charge of quarterly banking fees it had previously paid for our warrant account. The change was advised by the state auditors to find an equitable solution to the county paying all banking fees. The May-December 2016 fee of $2,028 was withdrawn from the general account in April. After some research, HSSA confirmed that it had issued only 131 warrants in 2016, and based on the banking fee charge of $2,028, HSSA was assessed $16.85 per warrant, which seems very high to board members. Therefore, he and staff will continue to explore options related to reducing the banking fee. Finally, HSSA has continued to make all its bond repayments as scheduled.   
  
B) Grants Committee

The HSSA Grants Committee met on June 27, 2017, at 8:30 AM at the Ignite NW Technology Center on the WSU campus. Committee members attending were Isserlis, Oldenburg, Vachon, Velàzquez and Wilson, and Executive Director Ashe staffed the meeting. The group reviewed one research grant request and other questions from interested parties. The following is Mike Wilson’s report to the HSSA Board.

1. **WSU ESF College of Medicine recruitment of Dr. Bert Boyer**

Request for $464,724 for start-up costs and to strengthen core research infrastructure on the health sciences campus.

Dr. Boyer is a well-funded, well-published, internationally-recognized expert in the study of genomic, epigenomic and environmental risk and protective factors that contribute to disease in underserved populations. His research at WSU Spokane will focus on the WSU research initiative on Sustaining Health, and will help develop a population health research center and ultimately a Department of Community Health.

He otherwise meets HSSA criteria, and will transfer $4.5 millions of NIH R01 and P01 research grant funding from the University of Alaska-Fairbanks to WSU Spokane. ESF College of Medicine will match his HSSA grant.

**Mike Wilson recommended, and Dave Vachon seconded, a motion to approve a $464,724 human capital and infrastructure start-up grant to WSU’s Elson S. Floyd College of Medicine for Dr. Bert Boyer. The motion passed unanimously with one abstention. The Executive Director was asked to request a breakdown of the** **approximately $4.5 million of transferrable NIH R01 and P01 grants funds from Dr. Boyer**.

1. The **Health Services Research Roundtable (HSRR) of Eastern WA**

Sought HSSA input as to whether or not this proposal to fund .5 FTE coordinator for the HSRR would quality for HSSA funding estimated at $20,000 per year, matched by all local universities and community colleges and the regional health district. Coordinate among entities via a website.

**After discussion, the HSSA Grants Committee declined to participate.**

1. **Little Foot Innovation** is the fourth and latest small company to receive an HSSA Grant-Writing Assistance award of up to $5,000 and will work with Lisa Kurek of BBC Entrepreneurial Training & Consulting. Little Foot develops innovative medical devices to improve the lives of premature infants such as a pain detection device and smart textile that assesses urinary output which is premature infants serves as an analog for brain perfusion.
2. The Executive Director provided a letter of support for Dr. Weimin Li, M.D. Ph.D’s application for the DoD-BCRP Era of Hope Scholar Award. His research is in the area of innovative breast cancer research using reconstituted breast tissue materials.
3. The Grants Committee discussed two questions from the WSU College of Pharmacy Assistant Dean Linda Garrelts Maclean and Dr. Andrea Lazarus as to whether or not HSSA would consider funding fellowships for post-PharmD or Ph.Ds, of which there are many examples on the East Coast. This raises visibility, creates better relations with Pharma, provides opportunities for students to get additional experience while in training. Looking at a $10,000 post PharmD 4-month program and a $75,000 PharmD one-year program. The Grants Committee said that HSSA is not in a position to fund fellowships

The second question from WSU Pharmacy was for a WSU Clinical Trial Center on campus which most research universities have. Desire is to start small in the Teaching Health Center in order to get established. This also allows WSU to bill back to insurance companies for contracted research. **The Grants Committee recommended that the HSSA Board discuss the need for clinical trial research space at its retreat later in the fall.**

1. Providence Health Care was guided to apply for an Access to Care one-time grant to help fund a model developed by the University of New Mexico that transmits specialty knowledge to front-line primary care providers about Hepatitis C, a prevalent disease among baby boomers. This would create a model in Spokane to serve Eastern Washington.

The Board discussed the timing and potential content of its upcoming Board Retreat.

1. **Counsel’s Report**

Counsel had no report.

The meeting was adjourned at approximately 4:30 PM by Board Chair Isserlis.

**The next meeting of the HSSA Board is scheduled for November 15, 2017, 3 PM in the LaSorta room in the Hemmingson Center at Gonzaga University.**