

**HSSA BOARD OF DIRECTORS**

**Minutes of the December 19, 2018 Board Meeting**

**Members Present:** Nancy Isserlis, Board Chair; Mike Wilson, Grants Committee Chair; Jason Thackston, Finance Chair; Gary Pollack, Darryl Potyk, Dave Vachon, and Frank Velázquez

**Members Absent:**

Scott Gordon

Kevin Oldenburg

**Staff Present:**

Susan Ashe, Executive Director

**Guests:**

Lars Gilberts, Chief Executive Officer, The University District

Glenn Prestwich, WSU Spokane

1. **Call to Order**

Nancy Isserlis welcomed everyone and called the meeting to order at approximately 3 PM. The meeting was held at the Ignite Northwest Technology on the WSU Spokane campus.

1. **Board Actions**
2. Mike Wilson moved, and Gary Pollack seconded, a motion to approve the meeting minutes from the September 19, 2018 Board meeting. The motion passed unanimously.
3. Mike Wilson moved, and Dave Vachon seconded, a motion to approve the recommendations of the Grants Committee for funding the HSSA 2019 Access to Care grants. The motion was approved with two abstentions from Nancy Isserlis on one grant and Mike Wilson on a different grant.
4. Mike Wilson moved, and Frank Velázquez seconded, a motion to approve a $122,168 to Whitworth University in matching funds for equipment funding. The motion passed with one abstention by Jason Thackston.
5. Nancy Isserlis moved and Jason Thackston seconded, a motion to approve a matching grant of $150,000 to Photon Biosciences upon its move to Spokane and to allow the

Grants Committee to further review the progress of Photon’s move to Spokane and make decisions on behalf of the full board. The motion passed unanimously.

1. Mike Wilson moved, and Frank Velázquez seconded, a motion to approve a six-month extension to Providence Health Foundation its 2018 grant for equipment for a dental operatory. The Board unanimously approved.
2. Gary Pollack moved and Nancy Isserlis seconded, a motion to fund two 2019 Life Science Washington Institute SBIR/STTR training events in Spokane for $17,500. The motion passed unanimously.
3. Jason Thackston moved, and Frank Velázquez seconded, a motion to approve Resolution 2018-1 containing housekeeping updates to the organization’s by-laws. The motion passed unanimously.
4. Mike Wilson moved, and Dave Vachon seconded, approval of the 2019 Board meeting dates of March 20, June 19, September 18 and December 18. The motion passed unanimously.
5. **Chair’s Report**

Nancy Isserlis reported that the Board Chair had signed a series of warrants since the Board last met on May 16, 2018, and when a warrant required two signatures these were provided by Jason Thackston, HSSA Finance Chair, or Mike Wilson, HSSA Grants Chair.

The Chair introduced Lars Gilberts, the CEO of The University District who provided an update on District mission, activities, and plans for the future.

Frank Velázquez provided the Board with information about his tenure at the Life Sciences Washington Institute and his concluding his temporary leadership role and joining its Board, as well as the Board and Executive Committee of Life Sciences Washington. Dr. Velázquez requested consideration by the Board for it to fund $17,500 for two SBIR/STTR training events in Spokane provided by the LSW Institute. Gary Pollack moved to support funding the LSWI presenting two SBIR/STTR training sessions in Spokane in 2019, and Nancy Isserlis seconded the motion, which unanimously passed.

Dave Vachon provided an update on Iasis Molecular Systems whose purpose is an anti-fouling and infection prevention materials company. The IMS platform “murders bacteria,” and the company is focused on health care-associated infections.

1. **Executive Director’s Report**

The Executive Director’s Report was included in the Board packet members received at the meeting.

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

Jason Thackston, Finance Committee Chair, provided the Finance Committee report. All looks good and HSSA continues to remain below l0% threshold at 7.3%. At the end of November, HSSA exceeded its 2018 budget for Tax Remittance Income by $886 for a total of $2,035, 886. HSSA’s next bond payment will be due Dec. 1, 2018, consisting of $865,000 Principal and $94,111 interest.

B. Grants Committee

Mike Wilson reported that the Grants Committee met on Nov. 20, 2018. The Committee approved the following “Access to Care” 2019 grants be recommended for approval by the full Board:

Partners with Families & Children $ 75,000

Priority Spokane Pilot/WIC community health worker 15,000

Spokane Prescription Drug Assistance 30,000

YWCA Spokane Pilot for mental health counseling 52,930

Coordinated Health Initiative: Catholic Charities,

SNAP and Pioneer Human Services 120,000

TOTAL $292,930

The Grants Committee also approved recommending a $122,168 matching grant to Whitworth University to fund a Multi-user Single Crystal X-Ray Diffractometer for research and an investment in students for potential research training and could be a value proposal on the research side if a researcher were to, say, crystallize proteins.

The Committee will recommend to the Board a six-month extension to Providence Health Care for its 2018 HSSA Access to Care grant to fund equipment for dental operatories for people with no or low dental insurance coverage who express the dental health problem at emergency care.

**The Grants Committee discussed at length the proposed Capital** Spending Fund of approximately $4 million. The Committee will bring forward to the Board for discussion on December 19th. The Committee suggests this is needed in this community as it anticipates growth in the health sciences community and that it believes there exists a lack of affordable space for scientific startups. This could involve building or renovating a building in or near the University District that at least provides incubator and laboratory space for research start-ups, and likely includes other such leased space for other technology start-ups and networking and administrative space. The intent of the Committee is for the Board at the December meeting to create a series of action steps for the Executive Director to carry forward into the new year.

Finally, the **Committee clarified the criteria for number of grants from the HSSA Small Grant-Writing grant** that allows up to $5,000 for professional consultants to help small research and health science businesses and academics who seek federal funding for SBIR/STTR and other grants. An applicant may request two grants for the same proposal. The same applicant may apply for additional grants for completely different research project

1. **Counsel’s Report**

Laura McAloon, counsel to the Board, made several recommendations to update the by-laws of the organization which the Board unanimously approved. The Executive Director will deliver the updated by-laws to Spokane County.

**The next meeting of the HSSA Board is scheduled March 20, 2019, 3 PM, at the John J. Hemmingson Center in the Goa Room at Gonzaga University.**