

New Mexico Bioscience Authority (BSA) Board of Directors
Regular Meeting
July 19, 2019, 11:30 AM – 1:00 PM
 7601 Jefferson NE, Suite 100
 Albuquerque, NM

Present: Richard Larson (Chair), Greg Byrnes, Dale Dekker, Thomas Kieft, Stuart Rose, Myrriah Tomar, Jennifer Gifford, Immo Hansen,

Absent: Christos Christodoulou, Daniel Hicks, Ken Prokuski, Suzanne Quillen, Wayne Savage (term expired)

Others Present: Catherine Penick (staff), Amy Farnbach Pearson (staff), Richard Draper (member of the public)

#	Agenda Items	Board Actions
1.	Call to Order and Confirmation of Quorum	The Chair called the meeting to order at 11:45 AM in the conference room of Dekker Perich Sabatini at 7601 Jefferson NE, Suite 100 in Albuquerque. <i>A quorum was confirmed.</i>
2.	Approval of Previous Minutes	The Chair asked if there were corrections or amendments to the minutes from the previous board meeting of June 21, 2019. MOTION by Dale Dekker <i>Move to approve the minutes of the June 21, 2019 meeting as written.</i> Seconded and carried without dissent.
3.	Chair’s Administrative/Executive Committee Report:	a. Introduction of Guests - One member of the public was present. At the request of the Chair, Richard Draper, Program Manager for Sandoval Health Collaborative introduced himself. b. Attorney Engagement -Chair Larson reported that two qualified attorneys from Modrall Sperling Law Firm were engaged to help us set up the organization to handle investment funds in a legally compliant manner. The scope of the engagement is limited to conducting research and providing recommendations for

		<p>a structure for the NMBSA to receive and deploy funding in furtherance of its mission and activities and to partner or collaborate with other entities to do the same. They have agreed to undertake this initial representation pro bono. Any separate or future representation would be subject to fees.</p> <p>c. <u>Physical Space</u>- Now that the NMBSA has funding, we need to procure a space for NMBSA operations. No progress has been made on this item to date. Discussion was deferred to the next meeting.</p> <p>ACTION ITEM: Explore possible sites around Albuquerque to house the NMBSA and come back with recommendation in one month. (Real Estate Committee and staff)</p> <p>d. <u>Membership Update</u> – Chair Larson reviewed the status of expiring positions.</p> <ol style="list-style-type: none"> 1. Governor Appointee - PENDING (to replace Wayne Savage whose term expired 3/16). Sheryl Arvizu has been recommended to the Governor’s office. The appointment is pending background check. 2. Legislative Council Appointee (Senate Pro-Tempore) – Stuart Rose has been re-appointed and confirmed by Legislative Council for a 4 year term. <p>e. <u>Staffing for NMBSA</u> – Now that funding is available, the NMBSA is able to hire staff. Recruitment for an Operations Manager will be managed through the UNMJobs website and members of the board will review applicants, conduct interviews and select a candidate. The posting and link to the application site will be forwarded to board members. Chair Larson asked for volunteers from the board to serve on the selection and hiring committee. The board agreed that the Governance Committee (Directors Larson and Quillen) plus Director Rose will serve in this capacity.</p> <p>ACTION ITEM: Report back to full board on NMBSA Operation’s Manager recruitment, selection and hiring at the next board meeting. (Larson, Quillen, Rose)</p> <p>ACTION ITEM: Send copy of posting and link to application site for NMBSA Operations Manager to board members (Staff)</p>
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4.	NMBSA Name Confusion	<p>Tabled until next board meeting</p> <p>ACTION ITEM: Add “NMBSA Name Conflation” to upcoming board meeting agenda. (Staff)</p>
5.	Strategic Planning Approach Recommendation	<p>At the request of the board, a small task force comprised of Chair Larson and Directors Rose and Christodoulou met on July 8 to discuss a strategy for strategic planning. After discussing a variety of options, they recommend moving forward under a Sole Source procurement transaction (for purchases of \$60K or less) with ESI who would team with a local facilitator from New Mexico. It was the general consensus of the task force and the board that, based on the work ESI did previously for the NMBSA, they have a jump start on understanding the NMBSA organization. The task force recommended that the process include a full-day kick-off session with the NMBSA board. ESI would then provide documents, proposals and strategies that would come before the full board for review. It is anticipated that this would be a multi-month process. Chair Dekker offered to host the full day strategic planning session at the Albuquerque offices of Dekker Perich Sabatini. Following discussion, Chair Larson called for a motion.</p> <p>MOTION by Dale Dekker <i>Move to accept recommendations of small group to move forward with hiring ESI through the Sole Source Procurement process for the purpose of conducting strategic planning for the NMBSA with the provision that they team with a local facilitator.</i></p>

		<p>Seconded and carried unanimously without dissention.</p> <p>ACTION ITEM: Explore dates for a full-day strategic planning event in late September. Send out a Doodle Poll to assess board member availability. (Staff)</p>
6.	<p>Review final Econsult Solutions (ESI) Report (Growing New Mexico’s Bioscience Economy)</p>	<p>Members were provided with a revised confidential draft of the ESI report titled “Growing New Mexico’s Bioscience Economy – Creating a bioscience development Fund” and dated June 28, 2019. The report includes the additions and modifications requested by the board. The plan is to present this document to the Science, Technology & Telecommunications Committee (STTC) (our assigned interim legislative committee) in fall with our annual report.</p> <p>Chair Larson has a meeting scheduled next week with Alicia Keyes, New Mexico’s Secretary of Economic Development, to provide her with a copy of the report and obtain her input and support.</p> <p>The board agreed that we need a strategy to educate key stakeholders to support the growth of bioscience/biotechnology in the state. Richard will include this in his conversation with Secretary Keyes and invite her to present to the board on Biosciences in New Mexico at a future meeting.</p> <p>ACTION ITEM: Meet with Secretary Keyes and extend invitation to discuss the current administration’s vision of Biosciences in New Mexico with the NMBSA. (Larson)</p> <p>In support of growing New Mexico’s bioscience economy, Director Byrnes asked that the NMBSA consider a collaboration with NMBio and other key stakeholders, including the Governor, through participation and support of the New Mexico State Pavilion at the 2020 Bio International Convention in San Diego. The Bio Exhibition Pavilions showcase each state or country’s local companies and latest breakthroughs, research, and achievements. After extensive discussion and careful consideration of NMBSA’s authority, powers and duties as outlined in legislation, the board agreed that the NMBSA should provide support and participate in the New Mexico Pavilion at the 2020 Conference based on the following:</p>

		<ol style="list-style-type: none"> 1. It is an opportunity to promote the activities and presence New Mexico Bioscience Authority in our state. 2. It is an opportunity to clarify that NMBSA is not engaged in economic development tasks with which other state organizations are already tasked. 3. The NMBSA would be taking advantage of the media exposure that will be present due to the New Mexico Governor’s presence at the event. <p>An informal poll of the Directors present at the meeting indicated that we would consider contributing \$5K to the New Mexico Pavilion in 2020. Additionally, Director Dekker stated that Dekker Perich Sabatini would contribute an in-kind donation of collateral materials to put in pavilion booth.</p> <p>A commitment from the NMBSA will be formally voted on at the next meeting.</p> <p>ACTION ITEM: Add “Vote on Support for the New Mexico Pavilion at Bio 2020 International Convention” to the next NMBSA board meeting. (Staff)</p>
7.	Vote to accept ESI Recommendations	<p>MOTION by Dale Dekker <i>Move to accept recommendations of ESI as stated in final confidential draft report dated June 28, 2019.</i> Seconded and carried unanimously without dissention.</p>
8.	Community Ready Program	<p>Director Dekker updated the board on progress made with the Community Ready Program tasks as outlined by the City of Albuquerque EDAct grant. Director Dekker and Ryan Cangiolosi met with the City of Albuquerque and identified 7 BioReady zones that would serve as appropriate test sites for the Community Ready Program. Since that time, David Campbell has left the City to take a position as CAO of Rio Rancho. He would like to implement the program in Rio Rancho once Albuquerque has signed off on the program. In the meantime, Director Dekker is meeting next week with new Interim Planning Director for the City of Albuquerque to review the program documents. He will also meet with Synthia Jaramillo, Albuquerque’s Director of Economic to get her input on the scoring criteria. Director Dekker plans to have a final criteria document by the next meeting.</p>

		<p>The board suggested we begin preparing to move to Task 5 of the Timeline requirements which is the dissemination phase of the program. Chair Larson will draft a cover letter from the NMBSA introducing the Community Ready Program to mayors, city planners and CAO's of municipalities across the state inviting them to an informational event to introduce the program, review criteria and solicit applications. The letter will be ready for board review at the next meeting.</p> <p>ACTION ITEM: Add "Community Ready Program Update" to the agenda for the next meeting. Review EDAct agreement tasks and timeline, status of progress, and cover letter to municipalities. (Larson and Staff)</p> <p>ACTION ITEM: Begin preparing list of contacts from New Mexico cities and municipalities to include mayor, city planner and CAO for each. (Staff)</p> <p>ACTION ITEM: Contact press from appropriate media to disseminate plans to roll-out Community Ready Program across the state. (Ryan Cangiolosi)</p>
9.	Announcements	None
10.	Adjourn	Meeting adjourned at 12:53 PM.

Respectfully submitted by Catherine Penick, July 19, 2019.

Approved by New Mexico Bioscience Authority Board of Directors September 16, 2019.