

**New Mexico Bioscience Authority (BSA) Board of Directors**

**Regular Meeting**

**August 16, 2019, 11:30 AM – 1:00 PM**

7601 Jefferson NE, Suite 100

Albuquerque, NM

**Present:** Richard Larson (Chair), Greg Byrnes, Christos Christodoulou, Dale Dekker, Thomas Kieft, Stuart Rose, Ken Prokuski, Suzanne Quillen, Myrriah Tomar,

**Absent:** Daniel Hicks, Wayne Savage (term expired) Immo Hansen, Jennifer Gifford

**Others Present:** Ryan Cangioli (staff), Amy Farnbach Pearson (staff), Catherine Penick (staff), Richard Draper (member of the public), David Campbell (member of the public), and Corrinne Hibbett (member of the public)

#	Agenda Items	Board Actions
1.	Call to Order and Confirmation of Quorum	The Chair called the meeting to order at 11:35 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 July, 19, 2019.  <b>MOTION</b> by Suzanne Quillen <i>Move to approve the minutes of the July, 19, 2019 meeting as written.</i> Seconded and carried without dissent.
3.	Chair’s Administrative/Executive Committee Report:	<ol style="list-style-type: none"> <li data-bbox="905 1187 1885 1398"><b>Introduction of Guests-</b> At the request of the Chair, members of the public were asked to introduce themselves. <ul style="list-style-type: none"> <li data-bbox="1005 1260 1871 1289">• Richard Draper, Program Manager for Sandoval Health Collaborative</li> <li data-bbox="1005 1295 1885 1360">• Corrine Hibbett – Summer Intern for Myrriah Tomar at NM Economic Development Department</li> <li data-bbox="1005 1367 1566 1398">• David Campbell – Rio Rancho City Manager</li> </ul> </li> </ol>

		<p>2. <b>Membership Update</b> – Chair Larson reviewed board membership status stating that a Governor Appointee to replace Wayne Savage is still pending background check.</p> <p>3. <b>Review Committee Assignments</b> – All current members have been assigned with the exception of Directors Gifford and Hicks.</p> <p>4. <b>Strategic Planning Update</b> – See agenda item #4</p> <p>5. <b>Staff Recruitment and Hiring</b>–A position for full- time Executive Director for the NMBSA has been posted through UNMJobs. A link to the posting was sent to all board members. As agreed upon at the last board meeting, the Governance committee and Stuart Rose will review applicants, conduct interviews and select a candidate on behalf of the board. Best consideration date is 8/21 but the posting will remain open until filled. A job description for administrative support is also being written but the board agreed that recruitment and hiring should be delayed so that it can be conducted by the new Executive Director</p>
4.	Vote to Accept Strategic Planning Proposal from ESI	<p>Chair Larson distributed a Strategic Planning proposal from ESI for board review and discussion prior to voting to accept the proposal. In a meeting with Chair Larson, Secretary Keyes endorsed ESI’s assessment of the NMBSA’s role in moving the Bioscience industry forward in New Mexico.</p> <p><b>MOTION</b> by Stuart Rose  <i>Move to accept the Strategic Planning Proposal from Steve Wray at ESI without changes.</i>  Seconded and carried without dissention.</p> <p>Based on feedback from the Doodle Poll sent to board members, Strategic Planning Kick-off session is scheduled for Friday, September 20. The group discussed and agreed to hold the session from 8:30 am – 1:00 pm. This is the same date as our regularly scheduled board meeting. The event will be held at Dekker/Perich/Sabatini located at 7601 Jefferson NE #100 in Albuquerque.</p>

5.	Physical Space Update	<p><b>Physical Space-</b> The Real Estate Committee and Ryan Cangiolosi explored possible sites around Albuquerque to house the NMBSA. Several avenues were looked into by committee including:</p> <ul style="list-style-type: none"> <li>• Innovate ABQ –no availability</li> <li>• STC.UNM -waiting to hear back</li> <li>• Verge Building – Provided a proposal, which was handed out to the group</li> <li>• Wesst – Nothing available within the timeframe needed</li> <li>• UNM Real Estate –waiting to hear back</li> </ul> <p>The board discussed the merits of having space in the Verge building located at 317 Commercial NE. A handout was provided which included an initial proposal. The NMBSA would be able to occupy on October 1 and the building has easy parking and building access. Base rent is \$675/month for one office and one cubicle and there is an option for a month to month lease. Another state agency that is very compatible with the NMBSA may also take space there. Pending verification that the Verge space has adequate internet and AV equipment in the conference room, the board agreed that they would like to review a lease agreement for space in the Verge Building.</p> <p><b>ACTION ITEM:</b> Verify that the Verge space has internet and AV equipment in the conference room and be prepared to vote on lease agreement at next meeting. <b>(Real Estate Committee)</b></p>
6.	Web Page Update and Strategy	The board agreed that the Executive Director, once hired should determine the best way to manage the NMBSA web page.
7.	Vote on Support for the New Mexico Pavilion at Bio 2020 International Convention	<p>It was informally agreed at the last meeting that a commitment of \$5K from the NMBSA in support of the New Mexico State Pavilion at the 2020 Bio International Convention in San Diego would be voted on at this meeting based on the following:</p> <ol style="list-style-type: none"> <li>1. It is an opportunity to promote the activities and presence New Mexico Bioscience Authority in our state.</li> <li>2. It is an opportunity to clarify that NMBSA is not engaged in economic marketing tasks with which other state organizations are already tasked.</li> <li>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.</li> </ol>

		<p>There was additional discussion at this meeting about the amount of support with support for \$5K, \$7.5K and \$10K. Each member was given an opportunity to voice their preference and advocate for their position. An initial motion for \$7.5K was not supported by a second.</p> <p><b>MOTION</b> by Ken Prokuski  <i>Move to provide financial support in the amount of \$10K and participate in the New Mexico Pavilion at the 2020 BIO International Convention in San Diego and to assess the return on investment following the event to determine future participation.</i></p> <p>Seconded and carried with one abstention (Director Byrnes)</p>
8.	Community Ready Program	<p>Director Dekker updated the board on progress made with the Community Ready Program. We have received feedback from NAIOP and BRINM and final input from the City of Albuquerque. BRINM requested that we eliminate the Railyards as a test zone and add two other zones - Volcano Heights and Opportunity Zone (Atrisco and Central).</p> <p>Chair Larson reviewed the EDAct agreement tasks and timeline. We are ready to move forward with a mailing and municipality event. A letter to municipalities has been drafted and a list of contacts from New Mexico cities and municipalities including mayor, city planner and CAO or equivalent has been prepared.</p> <p><b>ACTION ITEM:</b> Director Quillen will introduce the Community Ready Program at the New Mexico Municipal League Annual Conference which will be held August 28- August 30 at the Las Cruces Convention Center. <b>(Suzanne Quillen)</b></p> <p><b>ACTION ITEM:</b> Disseminate Community Ready Program to municipalities throughout the state by sending introductory letter, Community Ready Program criteria, and invitation to informational event in September. <b>(Staff)</b></p>
9.	Announcements	None
10.	Adjourn	Meeting adjourned at 12:46 PM.

Respectfully submitted by Catherine Penick, August 16, 2019.

Approved by the New Mexico Bioscience Authority Board of Directors, September 20, 2019.