

**New Mexico Bioscience Authority (BSA) Board of Directors  
Regular Meeting  
June 24, 2022, 11:30 AM – 12:30 PM  
317 Commercial St. NE, Suite 311, Albuquerque, NM**

**Draft Meeting Minutes**

**Present:** Dale Dekker (Chair), Greg Byrnes, Alex Greenberg, Paul Laur, Prisca Tiasse, Christos Christodoulou, Jennifer Gifford

**Absent:** Sheryl Arvizu, Sarah Boisvert, Christos Christodoulou, Richard Larson, Scott McLaughlin, Tanner Schaub

**Staff Present:** Stephanie Tofighi, Ryan Cangioli, Sterling Nichols

#	Agenda Items	Board Actions
1.	BIO Conference Report	<p>At the start of the meeting, the Chair and Executive Director (ED) Stephanie Tofighi proposed modifying the agenda as several board members were absent for the June 24<sup>th</sup> meeting and other board members needed to depart early due to prior engagements. The Chair and ED Tofighi suggested some of the <b>'Action'</b> items be moved ahead of <b>'Informational'</b> items to allow board members the opportunity to vote on the <b>'Action'</b> items before leaving.</p> <p>The Chair made a motion to move up <b>Agenda Item 11 – <u>BIO Conference report</u></b> ahead of <b>Agenda Item 1 – <u>Call to order and Confirmation of Quorum</u></b> to allow time for quorum to be attained in order for the BOD to vote on the 'Action' items.</p> <p>The Board agreed to the modifications in the agenda:</p> <p>The following are the modifications made to the order of the original Agenda Items for the June 24<sup>th</sup> Board of Directors meeting:</p> <p><b>Agenda Item 11 – <u>Bio Conference Report</u>, changed to: Agenda Item 1</b></p>

		<p><b>Agenda Item 1 – <u>Call to Order and confirmation of Quorum</u>, changed to: Agenda Item 2</b> *Action item</p> <p><b>Agenda Item 2 – <u>Approval of Minutes; May 27 2022 BOD Meeting</u>, changed to: Agenda Item 3</b> *Action Item</p> <p><b>Agenda Item 7 – <u>Review and Vote to Approve 2022-2023 Committees</u>, changed to: Agenda Item 4</b> *Action item</p> <p><b>Agenda Item 8 – <u>Executive Committee Report and Recommended Actions</u>, changed to: Agenda Item 5</b> *Action item</p> <p><b>Agenda Item 9– <u>Finance Committee Report</u></b> changed to: Agenda Item 6 *Action item</p> <p><b>Agenda Item 6 – <u>NMBSA Legal Update</u></b> changed to: Agenda Item 7 *Information item</p> <p><b>Agenda Item 3 – <u>Announcements and Chairs Report</u>,</b> changed to: Agenda Item 8 *Information item</p> <p><b>Agenda Item 4 – <u>Executive Director’s Report</u>,</b> changed to: Agenda Item 9 *Information item</p> <p><b>Agenda Item 10– <u>Mission Accomplishment Committee Report</u>,</b> remained Agenda Item 10 *Information item</p> <p><b>Agenda Item 12 – <u>Adjourn</u>,</b> changed to: Agenda Item 11 *Action item</p>
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### **BIO Conference Report**

ED Tofighi began the BIO Conference report by sharing her exuberance at being able to attend such a dynamic conference where she had the opportunity to meet members of so many different sections of the bioscience industry from all over the world. She reported that many people at the conference were very excited to work with New Mexico and she was able to make some important connections with other state entities doing work relevant to the objectives of the NM Bioscience Authority. ED Tofighi waited until later in the meeting during her ED report to go into more detail regarding these collaborations in order to save time for the action items of the agenda.

ED Tofighi concluded this brief report by sharing her experience learning that many of the startup bioscience companies within the state of New Mexico participating in the NM Pavilion have experienced various amounts of hardship during their development specifically related to location, capital funding, and workforce. Since these are the factors also identified as being imperative to the growth of the bioscience industry by the NMBSA, she iterated the need to continue to strategically address these factors going forward.

Director Byrnes began his report by informing the Board that he is in the process of writing a summary about the experience that he will share with the Board at the earliest opportunity. He expressed his satisfaction that the conference in San Diego was a success and that it surely helped to lay the groundwork for an even more successful experience for the state at the next BIO Conference that will be in Boston in 2023. He shared that he's already begun talks with many economic development groups across the state including those that did not participate in the conference this year. He has already received confirmation from some, including the Albuquerque Regional Economic Alliance (AREA), that they are going to participate next year. UNM Health Sciences Center Executive Vice President, Dr. Doug Ziedonis, has also agreed to participate in the conference in Boston as part of the academic corridor.

		<p>Director Byrnes then stated that he is hopeful that the NM Economic Development Department will also support the Boston NM Pavilion, and he noted his appreciation that Director Greenberg was in attendance. He then shared his assumption that other states participating in the conference likely are outspending New Mexico 10:1 in terms of their physical presence at the conference. He emphasized that those states are getting tremendous support from their state economic development organizations. He did point out to the Board that New Mexico is doing an exceptional job promoting its startups more effectively than other states that are primarily promoting the economic development organizations in addition to the regional or state trade associations. Director Byrnes went on to emphasize that the NM Pavilion was in an integral spot of the San Diego Convention Center and that participating companies were able to engage in a number of important collaborative and professional meetings while at the conference. In addition, Nature’s Toolbox (NTx) and QUASR were invited to present pitches to potential investors in attendance as part of the conference agenda. Director Byrnes explained that QUASR is a company based in Florida that is looking into opening a manufacturing facility in Albuquerque. Director Byrnes concluded by stressing that in order to be successful at these types of events, it is imperative to get the state more involved.</p> <p>Director Byrnes finished his presentation by sharing that the NM Pavilion next year will be 800 sq ft but can be increased to 1200 sq ft if needed and that New Mexico will be next to Texas as opposed to Mexico.</p> <p>Chair Dekker thanked Director Byrnes for his persistence getting the Pavilion completed.</p>
2.	Call to Order and Confirmation of Quorum	<p>Director Tom Kieft joined the meeting at 11:46 AM</p> <p>The Chair called the meeting to order at 11:46 AM. A quorum was confirmed.</p>

3.	<p>Approval of Minutes</p> <ul style="list-style-type: none"> <li>• May 27, 2022 BOD Meeting Minutes</li> </ul>	<p>The Chair called for a motion to approve the May 27<sup>th</sup> BOD meeting minutes.</p> <p>A motion was made by Greg Byrnes with a second from Jennifer Gifford.</p> <p>A roll call vote of all board members was called with seven in the affirmative, none in opposition, none in abstention and six absent. The vote was as follows:</p> <p>Arvizu-Absent, Boisvert-Absent, Byrnes-Affirm, Christodoulou-Absent, Dekker-Affirm, Gifford-Affirm, Greenberg-Affirm, Kieft-Affirm, Larson-Absent, Laur-Affirm, McLaughlin-Absent, Schaub-Absent, Tiasse-Affirm</p>
4.	<p>Review and Vote to Approve 2022/2023 Committees</p>	<p>Through screen share, the Chair presented the current list of BSA committees for 2022/2023.</p> <p><b>2022/2023 Bioscience Authority Committees</b></p> <p><b>Executive Committee</b> Dale Dekker, Chair (Non-voting) (Public) Jennifer Gifford Richard Larson, Chair Emeritus Scott McLaughlin Sarah Boisvert (Public)</p> <p><b>Finance Committee</b> Alex Greenberg (Chair) Paul Laur Tanner Schaub</p> <p><b>Mission Accomplishment Committee</b> Tom Kieft (Chair) Christos Christodoulou Dale Dekker Prisca Tiasse</p> <p><b>Audit and Compliance Committee</b> Greg Byrnes (Chair) Jennifer Gifford Paul Laur</p>

		<p>The Chair called for a motion to approve the 2022/2023 NMBSA Committees.</p> <p>A motion was made by Jennifer Gifford with a second from Tom Kieft.</p> <p>A roll call vote of all board members was called with seven in the affirmative, none in opposition, none in abstention and six absent. The vote was as follows:</p> <p>Arvizu-Absent, Boisvert-Absent, Byrnes-Affirm, Christodoulou-Absent, Dekker-Affirm, Gifford-Affirm, Greenberg-Affirm, Kieft-Affirm, Larson-Absent, Laur-Affirm, McLaughlin-Absent, Schaub-Absent, Tiasse-Affirm</p>
5.	Executive Committee Report and Recommended Actions	<p>ED Tofighi explained that both the Executive and Finance Committee had a chance to review the Center of Excellence (COE) Carryforward Funds procedure recommendations at their previous meetings; (<b>Executive Committee Meeting – 6/14/22, Finance Committee Meeting – 6/16/22</b>) in which Director Tanner Schaub was present for both committee meetings. He then assisted ED Tofighi in drafting the carryforward funds use procedure. Through screen share Tofighi briefly reviewed the carryforward funds use procedure.</p> <p><b><u>NMBSA Center of Excellence (COE) Carryforward Funds Use Procedure</u></b></p> <p><b>Purpose:</b> Tofighi stated the purpose is to enable the allocation of COE funds that the BOD designated not for use towards the Co-Investment program.</p> <p><b>Limitation:</b> In place of the Co-Investment program, the COE Carryforward Funds should instead be used to expand the education and training objectives of the BSA Tofighi said.</p> <p><b>Procedure:</b> Proposed expenditures will be presented to the BSA’s Finance Committee or the Executive Committee, If the Finance Committee is not available within a three-week period after the expenditure request to be reviewed for alignment with limitations in that it needed to be</p>

		<p>related to the educational and training objectives, the merit, and the BSA’s strategic plan. The direction and authority the Committees can have are to be aligned with the BSA Signature Authority Matrix which was approved by the BOD last year. The Matrix states that if the amount requested is less than or equal to \$2,500 upon discretion the committee will decide whether to approve the use of the carryforward funds. If the requested exceeds \$2,500 the committee will decide whether to recommend approval to the full board as part of their monthly report.</p> <p>Upon review of the COE carryforward funds use procedure the Chair called for a motion to approve.</p> <p>A motion was made by Tom Kieft with a second from Alex Greenberg</p> <p>A roll call vote of all board members was called with seven in the affirmative, none in opposition, none in abstention and six absent. The vote was as follows:</p> <p>Arvizu-Absent, Boisvert-Absent, Byrnes-Affirm, Christodoulou-Absent, Dekker-Affirm, Gifford-Affirm, Greenberg-Affirm, Kieft-Affirm, Larson-Absent, Laur-Affirm, McLaughlin-Absent, Schaub-Absent, Tiasse-Affirm</p>
6.	<p>Finance Committee Report</p> <ul style="list-style-type: none"> <li>• May Financial Statement review</li> </ul>	<p>Finance Committee Chair Alex Greenberg presented the May Financial Statement in which he informed that there were no significant changes to the budget. Chair Greenberg confirmed that the only changes to the budget were for the administrative salaries, legal services provided by UNM, facility rental, and fiscal agent fee.</p> <p>The Chair called for a motion to approve the May Financial Statement review following Chair Greenberg’s report.</p> <p>A motion was made by Paul Laur with a second from Prisca Tiasse.</p> <p>A roll call vote of all board members was called with seven in the affirmative, none in opposition, none in abstention and six absent. The vote was as follows:</p>

		<p>Arvizu-Absent, Boisvert-Absent, Byrnes-Affirm, Christodoulou-Absent, Dekker-Affirm, Gifford-Affirm, Greenberg-Affirm, Kieft-Affirm, Larson-Absent, Laur-Affirm, McLaughlin-Absent, Schaub-Absent, Tiasse-Affirm</p> <p>Director Gifford left the meeting at 11:53 AM</p>
7.	NMBSA Legal Update	<p>Chair Dekker invited UNM Legal Counsel Ari Vazquez to provide a legal update regarding the Sue Prelozni Open Meetings Act related lawsuit. Counsellor Vazquez introduced the legal update by stating that the Executive Committee, which has been tasked with working on behalf of the full Board with the outside counsel on this legal matter, had already discussed this update in detail at their last meeting and the information being shared today was public record and therefore appropriate to share in open session without violating any attorney-client privilege.</p> <p>Counsellor Vazquez informed the Board members that the Motion for Summary Judgment (MSJ) filed earlier in the year asking to dismiss the lawsuit had been denied without explanation by Judge Franchini. There was a short hearing prior to the decision and since very few questions were posed by the judge at that time, outside counsel does not have insight into why the decision was made. Counsellor Vazquez reminded the Board that this potential outcome had been discussed earlier as a possibility since acceptance of an MSJ declares there are absolutely no legal questions regarding the issue. Outside counsel surmised that the judge made this decision to provide time for more discovery.</p> <p>Counsellor Vazquez concluded by informing the Board that a discovery request had been issued to the plaintiff and her counsel. She offered to answer questions that would not violate the attorney-client privilege during this open session meeting. She reiterated that this is a procedural update suitable to discuss at an open meeting of the Board. Upon hearing no questions from the Board members, Chair Dekker thanked Counsellor Vazquez for her succinct report.</p>
8.	Announcements and Chair's Report	<p>At the beginning of his report, Chair Dekker, made the announcement that due to unforeseen circumstances,</p>



		<p>scheduled guest speaker, Tom Brennan, would not be able to speak to the Board at this time and would instead be scheduled to speak at a different Board meeting in the future.</p> <p>Chair Dekker went on to inform the Board that he would be attending the Albuquerque Regional Economic Alliance (AREA) strategic planning session today at the Isleta Casino. He noted that one of the clusters included is biosciences. He called attention to a recent report done by AREA showcasing the bioscience sector in the four-county region (Sandoval, Bernalillo, Valencia, and Torrance) that he said would be shared with the Board members after the meeting by ED Tofighi. He praised the report and thanked Director Byrnes for his quote made on behalf of NMBio and bioscience in general.</p> <p>Chair Dekker ended his report by asking ED Tofighi to send out a survey collecting the Board member’s availability for future Board meetings to see if there was a more convenient time for the members to meet each month.</p>
9.	Executive Director Report :29	<p>ED Tofighi explained while attending the BIO Conference she re-connected with representatives from the state of Georgia where she once lived. She met with individuals who have been awarded a National Science Foundation (NSF) grant being led by the University of Florida with outreach efforts being facilitated by the University of Georgia. Tofighi said the coordinated initiative involves creating certification programs for High School and Community College Students who are seeking to enter Laboratory Technician positions which she finds to be a point of interest in that it relates to business concerns about the lack of skilled talent to fill certain positions. Tofighi provided contact information to include Central New Mexico (CNM) and Local ‘Tech focused’ High Schools for information on the program in hopes to learn and eventually implement the curriculum. The program is federally funded and there is enthusiasm to include New Mexico in the program since we are a minority majority state.</p> <p>Continuing her report, ED Tofighi mentioned that she met with Eric Renz-Whitmore from the North Central New</p>

		<p>Mexico Economic Development District to discuss the landscape of Biosciences in the northern region of the state outside of Santa Fe and Los Alamos. Renz-Whitmore plans on inviting Tofighi to a meeting with regional mayors and economic development leadership to learn about the BSA's Community Readiness and the other programs that are offered which is ideal in terms of inclusion for the northern portion of the state Tofighi said. At the BIO conference, ED Tofighi shared that she had also connected with a former Taos City Council member who plans on introducing her to Taos Government officials after being briefed about the Community Readiness program in which Tofighi stated there was general feeling of enthusiasm for the Taos community following the community readiness discussion.</p> <p>In matters of talent acquisition, Tofighi met with Willard Smith III who is the Life Science and Health Businesses representative for Act Talent Services which is an employee recruiting firm for local businesses in New Mexico. Willard assists in filling technical positions and currently works with Curia Global in Albuquerque and other businesses to recruit workforce talent. Tofighi said she talked with Smith about startups and their need to sometime obtain niche personnel. Smith replied that helping startups in New Mexico is an area he is interested in supporting by possibly meeting with companies and informing them of resources available to promote themselves and find appropriate candidates on a pro-bono basis.</p> <p>As a follow up to the Executive Director Report at the May 27<sup>th</sup> BOD meeting in which the city of Socorro expressed interest in the Community Readiness Program, ED Tofighi will continue the conversation on the program by polling New Mexico Tech and Socorro leadership on their availability to schedule an information meeting in July that would introduce them to the program, help identify community readiness zones and to possibly assist with the certification process. Tofighi confirmed the informational meeting that would take place in Socorro would be similar to the Las Cruces Community Readiness Informational meeting held in February.</p>
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10.	Mission Accomplishment Committee Report :38	<p>Chair Dekker invited Director Kieft to provide his informational Mission Accomplishment Committee report.</p> <p>Director Kieft summarized for the Board the discussions that have been held earlier regarding the proposed organization of a large annual event showcasing the work being done by the NM Bioscience Authority and the bioscience industry in New Mexico. The objective of this large annual event would be to call attention to the</p>

		<p>presence of the NMBSA and the work being done to expand the bioscience industry in the state to a larger, more inclusive audience throughout the state. Director Kieft followed his summary by stating that at this time, the NMBSA does not have the funds to move forward with such a large, singular event and that we are limited regarding how we'll be able to use the carryforward funds discussed during the Executive Committee's report. Therefore, the Mission Accomplishment Committee has discussed instead the benefits of plugging into other events and meetings being done throughout the state that would still call attention to the work we are doing without the extra burden of planning and paying for the entire event. The upcoming DisrupTECH in Las Alamos is an example of an event at which we could participate since our purpose for attending would be educational, particularly regarding the objectives of the SBIR/STTR Business Accelerator Program.</p> <p>Director Kieft asked ED Tofighi to provide additional updates if applicable. She called attention to the discussion held by the committee regarding the need to work with Betsy Till at the UNM Foundation to develop a donation application on our website as a means to raise additional funds for this type of operation. ED Tofighi concluded by saying that she would work with Ms. Till to schedule a meeting to discuss this possibility.</p>
11.	Adjourn	<p>Prior to adjournment, Chair Dekker asked if there were any other informational items the members would like to share.</p> <p>Director Byrnes invited the Board to join the upcoming NMBio Lunch and Learn on Tuesday, June 28<sup>th</sup>. He asked ED Tofighi to send the invitation to the members after the meeting. He went on to say the event would include speakers from companies that participated in the NM Pavilion at the recent BIO International Conference: Dr. Alex Koglin from Nature's Toolbox, Dr. Maulik Shah from Quasr, and Todd Sickles, the new CEO of BioFlyte which recently received \$6.1M in their most recent funding round. Dr. Koglin and Dr. Shah would be speaking on the topics they presented at the BIO International Conference.</p>

		<p>Next, Director Laur informed the Board about a recent Keystone Symposia meeting held in Santa Fe on gene regulation. He pointed out that other related events by the Keystone Symposia will be taking place in October 2022, January 2023, and April 2023. He stressed that these are international conferences being held in Santa Fe and they are important to be on our radar and for us to attend, if possible. Chair Dekker agreed.</p> <p>Before closing, Chair Dekker reminded the Board members that there will not be a board meeting in July, but there will be committee meetings. The next full Board meeting will be in August 2022.</p> <p>The Chair adjourned the meeting at 12:14 PM</p>
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Respectfully submitted by Sterling Nichols and Stephanie Tofighi