

**New Mexico Bioscience Authority (BSA) Board of Directors
Annual Meeting
May 22, 2025, 11:30 AM – 1:00 PM**

Draft Meeting Minutes

Present: Paul Laur (Chair), Greg Byrnes, Dana Catron, Dale Dekker, David Perkins, Tom Kieft, Alex Koglin, Lisa Kuuttila, Tanner Schaub, Nora Sackett, Prisca Tiasse

Absent: Christos Christodoulou, Francisco Pallares

Staff Present: Stephanie Tofighi, Sterling Nichols, Ryan Cangiolosi, Anne-Laure Schmitt Olivier

#	Agenda Items	Board Actions
1.	Call to order and Confirmation of Quorum	The Chair called the meeting to order at 11:30 AM. A Quorum was confirmed.
2.	Approval of Minutes: <ul style="list-style-type: none"> ➤ April 17, 2025, BOD Meeting 	<p>The Chair called for a motion to approve the April 17, 2025, meeting minutes.</p> <p>A motion was made by Dale Dekker to approve the April 17th meeting minutes with a second from David Perkins.</p> <p>A roll call vote of all board members was called with eight in the affirmative, none in opposition, three in abstention and two absent. The vote was as follows:</p> <p>Byrnes-Affirm, Catron-Abstain, Christodoulou-Absent, Dekker-Affirm, Kieft-Affirm, Koglin-Affirm, Kuuttila-Affirm, Laur-Affirm, Pallares-Absent, Perkins-Affirm, Sackett-Affirm, Schaub-Abstain, Tiasse-Abstain</p>
3.	Announcements and Chair's Report	<p>NMBSA Chair Paul Laur provided his update for the month of May.</p> <p><u>New Mexico Institute of Mining and Technology Inventors and Entrepreneurs Workshop; April 24 2025, Socorro, NM</u></p> <p>NMBSA Chair Paul Laur, NMBSA Executive Director Stephanie Tofighi and Program Specialist Sterling Nichols</p>

		<p>attended the workshop to network with local inventors, entrepreneurs and industry stakeholders to educate them about the Bioscience Authority.</p> <p><u>NMBSA Bioscience Networking Summit in Las Cruces, New Mexico, April 29, 2025, 5:00 PM - 7:00 PM</u></p> <p>The BSA hosted the Bioscience Networking Summit which featured a panel discussion recognizing various biotech and agricultural science thought leaders in New Mexico. The discussion provided an informed perspective on burgeoning research and innovation occurring at New Mexico State University and Southern New Mexico. The summit was successful with 54 attendees present who exchanged ideas on introducing technologies to the market place and calling for an expansion of the bioscience industry in New Mexico. Due to the success of the summit, The Chair said it was important for the BSA to maintain a presence at future bioscience events.</p> <p>BSA leadership and staff who attended the summit were:</p> <p>NMBSA Directors: Dana Catron, Tanner Schaub, Greg Byrnes, Chair Paul Laur, Francisco Pallares NMBSA Executive Director Stephanie Tofighi NMBSA Intellectual Property Specialist Anne-Laure Schmitt Olivier NMBSA Program Specialist Sterling Nichols III</p> <p><u>Los Alamos Makers Grand Re-Opening; Wednesday, April 30, 2025</u></p> <p>The Chair attended the Los Alamos Makers Grand Re-Opening event in Los Alamos, New Mexico. The event, organized by NMBSA Board member Prisca Tiasse, Founder and President of Los Alamos Makers. The re-opening provided an opportunity for local start-ups to network, exchange ideas and gather current information on resources.</p> <p>NMBSA Meeting with State of New Mexico Economic Development Leadership</p>
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4.	Executive Director's Report	<p>NMBSA Executive Director (ED) Stephanie Tofighi screenshared the annual conflict of interest document that will be shared with the board members for their completion to ensure any potential conflicts of interest are appropriately documented to ensure the BSA's policies are effectively followed when the Board of Directors are making decisions. ED Tofighi alerted the Board members that an electronic copy of the conflict of interest document will be sent using Adobe Sign before the next BOD meeting.</p> <p>ED Tofighi then provided an update on the following items for the month of May.</p> <p><u>NMBSA Bioscience Networking Summit in Las Cruces, New Mexico, April 29, 2025, 5:00 PM - 7:00 PM</u></p>

		<p>ED Tofighi confirmed that the Bioscience Networking Summit was successful with 54 attendees, who exchanged ideas on building an inclusive bioscience economy in New Mexico</p> <p><u>UNM Rainforest Innovations Life Sciences Intellectual Property & Patents Seminar: April 30, 2025, 11:30 – 1:00 PM</u></p> <p>NMBSA Intellectual Property Specialist Anne-Laure Schmitt Olivier and NMBSA Program Specialist Sterling Nichols attended the Rainforest’s Intellectual property and patents seminar. Attendees received an in-depth legal analysis on the use of Intellectual Property patents.</p> <p><u>Support for Los Alamos National Labs Foundation (LANLF)</u></p> <p>The BSA will assist NMBSA Director Prisca Tiasse’s efforts to support workforce development in Northern New Mexico. A letter of support from the BSA was submitted to the Foundation in support of the work being proposed by Director Tiasse.</p> <p><u>BSA Networking Event with The City of Santa Fe Office of Economic Development (SFOEDD) and Northern New Mexico</u></p> <p>Plans are being made to host a bioscience networking event with SFOEDD, Northern New Mexico and the BSA at the end of July 2025. Tentative plans are for the event to be held at the Santa Fe Community College with invited leaders from Northern New Mexico.</p> <p><u>UNM Anderson School of Management Tech Navigator Challenge; May 2, 2025</u></p> <p>_ED Tofighi served on a review panel for a pitch competition for student teams working to commercialize research conducted at Sandia National Laboratories. Tofighi, has participated in the Tech Navigator Challenge since 2022 and plans to continue.</p>
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5.	Presidents Report	<p>In reference to the Chair's 'Infrastructure Improvement' comments at a recent meeting with New Mexico Economic Development Leadership in his May Chair's Report, BSA President Dr. David Perkins confirmed UNM is involved with a workforce expansion plan. Perkin's said the funding for the planning portion of the expansion was approved this year. With the approval, construction of a new UNM School of Medicine (SOM) building has been proposed. If the new SOM building comes to fruition, there will be discussions to include a business incubator-accelerator unit for the SOM research program. Perkins said there could be a possibility to collaborate with the BSA on the construction of the incubator-accelerator as UNM and the BSA have shared interests in infrastructure space for researchers and business start-ups.</p> <p>President Perkins concluded his report.</p>
6.	<p>Finance Committee Report</p> <ul style="list-style-type: none"> Monthly Financial Statement Review (April) 	<p>NMBSA Finance Committee Chair; Alex Koglin presented the May Finance Committee Report.</p> <p><u>April Financial Statement</u></p> <p>Chair Koglin reported there were no significant changes to the budget for the month of April. The only changes to the budget were 'staff salaries', 'fringe benefits' and 'legal fees'.</p> <p>The Chair called for a motion to approve the April Financial Statement.</p>

	<ul style="list-style-type: none"> NMBSA RPSP Expansion Report 	<p>A motion was made by Tom Kieft to approve the April Financial Statement with a second from Nora Sackett.</p> <p>A roll call vote of all board members was called with eleven in the affirmative, none in opposition, none in abstention and two absent. The vote was as follows:</p> <p>Byrnes-Affirm, Catron-Affirm, Christodoulou-Absent, Dekker-Affirm, Kieft-Affirm, Koglin-Affirm, Kuuttila-Affirm, Laur-Affirm, Pallares-Absent, Perkins-Affirm, Sackett-Affirm, Schaub-Affirm, Tiasse-Affirm</p> <p><u>NMBSA RPSP Expansion Report</u></p> <p>NMBSA Executive Director (ED) Stephanie Tofighi and NMBSA Strategy and Policy Director (SPD) Ryan Cangioli provided an overview of the BSA's Research and Public Service Project (RPSP) agreement.</p> <p>Through Screen Share, the RPSP Expansion Report was shared with the BOD.</p> <p>ED Tofighi explained that the RPSP is the reoccurring operational funding approved by the New Mexico Office of Higher Education Department. The BSA's reoccurring budget funds staff salaries, legal fees, rent, travel and materials. For this year's RPSP, Tofighi said, an expansion was proposed and discussed with the BSA's Finance, Mission Accomplishment and Executive committees for the hire of a Communications and Industry Outreach Manager. With the proposed expansion the current RPSP reflects the increase in funding with the justification of the new hire. For additional clarification SPD Cangioli added that the fulfillment of the RPSP is standard UNM Protocol, so we revisit the RPSP process every year.</p> <p>Director Koglin concluded his report.</p>
7.	Programming Brainstorming Session & Budgeting Considerations	<p>NMBSA Executive Director (ED) Stephanie Tofighi led the Brainstorming and Budget discussion regarding how the BSA will spend the \$1M appropriated to the Authority in the 2025 HB2 statewide budget.</p>

		<p>Through Screen Share, ED Tofighi shared some of the programmatic and budget considerations:</p> <p>Programmatic Brainstorming Considerations proposal</p> <ul style="list-style-type: none"> <u>Personnel Costs</u> Communications and Industry Outreach Manager Hire The RPSP for Fiscal Year 2027 would continue covering the costs (salary, fringe benefits, grade of position) for the new hire, but the initial year of hire (FY2026) would be paid from the \$1M one-time appropriation. ED Tofighi shared the prospective UNM Job posting for the position detailing requirements, positions summary and responsibilities. <u>Building and Facility Costs</u> <ol style="list-style-type: none"> UNM Rainforest Suite Rent An FY2026 rent estimate was provided for Rainforest office space. It would signify the BSA as an entity with centralized space to host events and connect with the bioscience community 25k Square Foot Wet and Dry Lab Space Design/Development Costs Estimated construction costs include an architectural cost for the design of lab space and construction. Building plans would be used to apply for capital outlay funds to move forward with construction <u>Workforce Development Costs</u> <ol style="list-style-type: none"> Bioscience Business Internship Program The estimated costs would be for one calendar year. The internship program; Bioscience
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		<p>Entrepreneur Experience (BEE) would be for 30 students.</p> <p>2. Business Student Internships Estimated costs for 3-9 students to participate in in the Business Student Internship program would also be for one calendar year</p> <ul style="list-style-type: none"> • <u>Business Development Costs</u> <ol style="list-style-type: none"> 1. Life Science Nation (LSN) Business Mentoring Investor Data Base Annual fee for Life Science Nation Business Mentoring with the inclusion of an Investor Data Base. 2. Grant Development Contractor Support grant development efforts of bioscience companies as needed. Maximum amount available can be determined for the year or could be determined as needed. 3. Life Science Industry Conventions Funds for BSA staff to attend Bioscience Industry events; BIO International and Med Tech. Amount for participation at events can be determined for estimates. 4. Start-Up Bioscience Business Grants Grants made available for start-up businesses. The dollar amount available per RPF and per grant award can be determined. • <u>Bioscience Authority Policy Advisement Support</u> One-time expense for Novi Research group to assist with industry reporting and data assessment of New Mexico Bioscience Sector. Advisement support will assist with policy recommendations and organization road map. • <u>Fiscal Agent Fee</u>
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		<p>Annual UNM Administrative Fee for services provided to the BSA: Information Technology Support, Accounting, Human Resources.</p> <p>FY 2026 Cost Estimates</p> <ul style="list-style-type: none"> -Communications and Industry Outreach Manager -Wet and Dry Lab Space design -Facility Rent: UNM Rainforest -Novi Research group Innovation Roadmap Support -Bioscience Business Internship Program -Research University Business Student Internships -Grant Development Contractor -Life Science Industry Conventions -Startup Bioscience Business Grants -UNM Fiscal Agent Fee <p>FY 2027 Cost Estimates</p> <ul style="list-style-type: none"> -Rainforest Rent Estimate -Bioscience Business Internship Program -Research University Business Student Internships - Life Science Nation (LSN) Business Mentoring + Investor Data Base -Grant Development Contractor -Life Science Industry Conventions -Startup Bioscience Business Grants -UNM Fiscal Agent Fee <p>ED Tofighi concluded the Programmatic Brainstorming Considerations overview by emphasizing a need for the BOD to decide on how to use the funding. This will justify continued operational funding for programmatic endeavors that create value for the state's bioscience industry, she said. A budget needs to be in place by July 1st, 2025 she said. The Chair added that the BOD can decide on the budget for programmatic considerations at the June 19 board meeting.</p> <p>ED Tofighi concluded the Programmatic and Budget Considerations session.</p>
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		Directors Lisa Kuuttila and Dana Catron left the meeting at 12:43 PM.
8.	Other NMBSA Related Business Discussion	<p><u>NM EDD Science and Technology Strategy Discussion w/TEconomy Meeting</u></p> <p>The Chair and ED Tofighi met with the members of TEconomy currently working with the NM Economic Development Department to conduct an analysis of the state's economic growth particularly as it relates to the target industries which include bioscience. TEconomy is a global leader in research, analysis and strategy for innovation-driven economic development. Their report is meant to identify strengths in the state's economy that can be more systematically targeted to encourage companies to move to the state.</p>
9.	Adjourn	<p>The Chair called for a motion to adjourn the meeting.</p> <p>A motion was made by Dale Dekker to adjourn the meeting with a second from Greg Byrnes.</p> <p>A roll call vote of all board members was called with eight in the affirmative, none in opposition, none in abstention and five absent. The vote was as follows:</p> <p>Byrnes-Affirm, Catron-Absent, Christodoulou-Absent, Dekker-Affirm, Kieft-Affirm, Koglin-Affirm, Kuuttila-Absent, Laur-Affirm, Pallares-Absent, Perkins-Absent, Sackett-Affirm, Schaub-Affirm, Tiasse-Affirm</p>

Respectfully submitted by Sterling Nichols and Stephanie Tofighi