

**New Mexico Bioscience Authority (BSA) Board of Directors
Regular Meeting
June 27, 2025, 11:30 AM – 1:15 PM**

Draft Meeting Minutes

Present: Paul Laur (Chair), Greg Byrnes, Dana Catron, Dale Dekker, David Perkins, Alex Koglin, Nora Sackett, Prisca Tiasse

Absent: Christos Christodoulou, Tom Kieft, Lisa Kuuttila, Francisco Pallares, Tanner Schaub

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.	Announcements and Chair's Report	<p>NMBSA Chair Paul Laur provided his update for the month of June.</p> <p><u>JP Morgan Chase Company</u></p> <p>The Chair met with representatives from the JP Morgan Investment company who have expressed their interest in working with the BSA to develop the bioscience industry in New Mexico. JP Morgan has impressive investment credentials and would be a great candidate to present at the August 21st board meeting.</p> <p><u>Lab Space potentially acquired by NMBSA Director Alex Koglin</u></p> <p>Director Koglin's recent disclosure of a potential acquisition of lab space signifies opportunities to collaborate with entities within the state and outside to improve the visibility of the BSA, bioscience companies and the bioscience sector.</p> <p><u>Santa Fe Small Business Finance Fair, June 17, 2025</u></p>

		<p>The Chair attended the finance fair where attendees learned how to acquire grant money available for small businesses in the Sante Fe Region. Some of the available grants discussed were Small Business Innovation Research (SBIR's), Microgrants and Industry Specific Grants.</p> <p><u>Technology Transfer and Licensing Fees</u></p> <p>Myrriah Tomar, PhD, Innovation Commercialization Director at the New Mexico Institute of Mining & Technology met with the Chair to discuss the standardization of technology transfer and licensing fees for New Mexico's three research institutions; UNM, New Mexico Tech and New Mexico State. The Chair and Tomar also discussed producing a current portfolio of Technology Transfer projects that can be made available to the public via a website and media.</p> <p><u>Santa Fe Community College-St. Johns College Internship Program</u></p> <p>The Chair will meet with Santa Fe Community College and St. Johns College representatives during the week of June 30th to July 3rd, to gather information on their upcoming internship programs.</p> <p>The Chair concluded his report.</p>
3.	Executive Director's Report	<p>NMBSA Executive Director (ED) Stephanie Tofighi provided an update on the following items for the month of May.</p> <p><u>International BIO Conference; Boston, Massachusetts June 16th – June 19, 2025</u></p> <p>ED Tofighi said the conference was a success and provided an opportunity to meet with potential service providers regarding contract manufacturing and clinical trial testing. Tofighi had the opportunity to meet with various organizations whose mission and industry specific initiatives are similar to the BSA. Program officers from the National Institutes of Health's Small Business Innovation Research (SBIR) and Small Business Technology Transfer (STTR) program met with Tofighi and expressed an interest to</p>

		<p>attend an upcoming BSA Networking event in the fall of 2025 to provide a panel discussion regarding the agency and one-on-one meetings with potential applicants. Tofighi thanked Board members Perkins, Sackett, and Koglin as well as SPD Cangioli for their participation at the event.</p> <p>Executive Director Tofighi concluded her report.</p>
4.	Presidents Report	<p><u>International BIO Conference; Boston, Massachusetts June 16th – June 19, 2025</u></p> <p>NMBSA President Dr. David Perkins said the BIO convention was a successful turnout and noticed lot of attendees visiting the New Mexico Pavilion. Perkins said he had productive meetings at the conference talking with key constituents about current developments in research and biotech.</p> <p>President Perkins concluded his report.</p>
5.	Michael Raedler Bioscience Presentation	<p>Michael Raedler, Director of Operations at Specifica Solutions Company in Santa Fe, New Mexico joined the June board meeting to provide insight on the requirements for establishing an efficient and effective operating biotech company.</p> <p>Raedler’s professional background has been working in the field of education and bioscience studies. He holds a Bachelor of Science and a Masters of Science Degree in Molecular Biology, with a minor in Biochemistry. Raedler’s recent work experience has been with regulatory compliance for scientific laboratories and managing staff.</p> <p>The Chair introduced Raedler, who provided the tenets of operating a successful biotech company.</p> <p>Building a Biotech Industry in New Mexico</p> <p><u><i>Building a Talent Pool</i></u> – Locating individuals that are responsible for <i>Operational Support</i> of biotech companies.</p>

		<p><u>Lab Assistance</u> – Individuals that can actively support the aspirations of scientists and their work.</p> <p><u>Quality Compliance</u> – Managing Laboratory environments according to industry specific best practices and compliance. Implementation of Standard Operating Procedures (SOP's).</p> <p><u>Establish a Contract Research Organization (CRO) Environment</u> – Company culture should embrace a CRO environment. Embracing a 'Service' environment where specific services are provided to internal-external clients:</p> <ul style="list-style-type: none"> ✓ Clinical Trials are conducted under the guidance of specialized professionals ✓ Developing antibodies for assay development ✓ Developing therapeutic antibody targets for clients <p><u>Data Integrity</u> – Implementation of onsite computer servers by Information Technology specialists. All lab data is transferred and stored on a centralized server for analysis.</p> <p><u>Infrastructure Requirements</u> – Personnel needed to transport certain materials and chemicals</p> <p><u>Procurement</u> – Purchases for lab equipment and materials follow a standardized procurement process.</p> <p><u>Incentives for growth of biotech companies</u> – The state ensures tangibles are made available to companies for growth and retention.</p> <p>Director Raedler concluded his presentation.</p> <p>At the conclusion of the presentation The Chair modified the meeting to move the following 'Action' Items up in the order of the June 27 BOD meeting agenda.</p> <p>Action Items:</p> <p>6. Finance Committee Report</p>
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6.	<p>Finance Committee Report</p> <ul style="list-style-type: none"> Monthly Financial Statement Review (May) NMBSA Staff BIO Travel Cost Approval 	<p>NMBSA Finance Committee Chair (FIN); Alex Koglin presented the May Finance Committee Report.</p> <p><u>May Financial Statement</u></p> <p>Chair Koglin reported there were no significant changes to the budget for the month of May except for '<i>staff salaries</i>', '<i>fringe benefits</i>' and '<i>legal fees</i>'.</p> <p>Chair Koglin called for a motion to approve the April Financial Statement.</p> <p>A motion was made by Dale Dekker to approve the May Financial Statement with a second from Dana Catron.</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-Affirm, Christodoulou-Absent, Dekker-Affirm, Kieft-Absent, Koglin-Affirm, Kuuttila-Absent, Laur-Affirm, Pallares-Absent, Perkins-Affirm, Sackett-Affirm, Schaub-Absent, Tiasse-Affirm</p> <p><u>NMBSA Staff BIO Travel Cost Approval</u></p> <p>The board reviewed the travel expenses incurred by Executive Director Stephanie Tofighi to attend the 2025 International BIO Conference in Boston, MA, June 16-19, 2025.</p> <p>Chair Koglin called for a motion to approve the NMBSA Staff BIO Travel expenses.</p> <p>A motion was made by Dale Dekker to approve the Staff Travel costs with a second from Nora Sackett.</p> <p>A roll call vote of all board members was called with eight in</p>

		<p>the affirmative, none in opposition, none in abstention and five absent. The vote was as follows:</p> <p>Byrnes-Affirm, Catron-Affirm, Christodoulou-Absent, Dekker-Affirm, Kieft-Absent, Koglin-Affirm, Kuuttila-Absent, Laur-Affirm, Pallares-Absent, Perkins-Affirm, Sackett-Affirm, Schaub-Absent, Tiasse-Affirm</p> <p><u>NMBSA Staff Rainforest Office Space Rental Approval</u></p> <p>A Rainforest location for BSA Staff will ensure dedicated office space that is accessible to companies, industry stakeholders and economic partners. Office space will accommodate the following BSA employees:</p> <p>Executive Director Stephanie Tofighi Program Specialist Sterling Nichols Communications and Industry Outreach Manager - TBD Strategy & Policy Director Ryan Cangioli Intellectual Property Specialist Anne-Laure Schmitt Olivier</p> <p>FIN Chair Koglin called for a motion to approve the NMBSA Staff Rainforest Office Space Rental Approval.</p> <p>A motion was made by Greg Byrnes to approve the NMBSA Staff Rainforest Office Space Rental Approval with a second from Dale Dekker.</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-Affirm, Christodoulou-Absent, Dekker-Affirm, Kieft-Absent, Koglin-Affirm, Kuuttila-Absent, Laur-Affirm, Pallares-Absent, Perkins-Affirm, Sackett-Affirm, Schaub-Absent, Tiasse-Affirm</p> <p><u>Fiscal Year 2026 - Fiscal Year 2027 Programming Budget Approval</u></p> <p>The proposed FY'26 and FY'27 programming budget for the \$1M one-time appropriation included this legislative</p>
	<ul style="list-style-type: none"> NMBSA Staff Rainforest Office Space Rental Approval 	
	<ul style="list-style-type: none"> FY'26 & FY'27 Programming Budget Approval 	

		<p>session in HB2 for the BSA was presented to the BOD. The budget addresses prospective programmatic endeavors, staffing priorities and items of focus. The Board was reminded that their approval will be needed for each individual expenditure exceeding \$2,500 as stipulated by the BSA's Signature Matrix.</p> <p>After a brief discussion highlighting the details of the budgets and how they would support the goals of the BSA, Chair Koglin called for a motion to approve the FY'26 & FY'27 Programming Budget.</p> <p>A motion was made by Prisca Tiasse to approve the FY'26 & FY'27 Programming Budget with a second from Nora Sackett.</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-Affirm, Christodoulou-Absent, Dekker-Affirm, Kieft-Absent, Koglin-Affirm, Kuuttila-Absent, Laur-Affirm, Pallares-Absent, Perkins-Affirm, Sackett-Affirm, Schaub-Absent, Tiasse-Affirm</p> <p>The FIN Chair concluded his report.</p>
7.	<p>Executive Committee Report</p> <ul style="list-style-type: none"> Communications & Industry Outreach Manager Hire Recommendation 	<p>NMBSA Executive Committee Chair Paul Laur presented his report for the month of June.</p> <p><u>Communications & Industry Outreach Manager (CIOM) Hire Recommendation</u></p> <p>The Executive Committee reviewed the CIOM position at their June 13 meeting. They approved the position and agreed to make a recommendation to the BOD for final approval.</p> <p>Chair Laur called for a motion to approve the CIOM hire and to proceed with the job posting with the appropriate channels.</p> <p>A motion was made by Dale Dekker to approve the CIOM hire with a second from Greg Byrnes.</p>

	<ul style="list-style-type: none"> Elect NMBSA Representative to Technology and Innovation Advisory Board 	<p>A roll call vote of all board members was called with seven in the affirmative, none in opposition, one in abstention and five absent. The vote was as follows:</p> <p>Byrnes-Affirm, Catron-Affirm, Christodoulou-Absent, Dekker-Affirm, Kieft-Absent, Koglin-Affirm, Kuuttila-Absent, Laur-Affirm, Pallares-Absent, Perkins-Affirm, Sackett-Abstain, Schaub-Absent, Tiasse-Affirm</p> <p><u>Election of NMBSA Representative to Technology and Innovation Advisory Board</u></p> <p>Nomination of BSA Candidate Nominee(s): Executive Director (ED) Stephanie Tofighi</p> <p>Director Dana Catron nominated candidate Stephanie Tofighi to serve on the Technology and Innovation Advisory Board.</p> <p><u>Approval of nomination and election of BSA Candidate</u></p> <p>The Chair called for a motion to approve the nomination and election of ED Tofighi.</p> <p>A motion was made by Paul Laur to approve the nomination and election of Stephanie Tofighi with a second from David Perkins.</p> <p>A roll call vote of all board members was called with seven in the affirmative, none in opposition, one in abstention and five absent. The vote was as follows:</p> <p>Byrnes-Affirm, Catron-Affirm, Christodoulou-Absent, Dekker-Affirm, Kieft-Absent, Koglin-Affirm, Kuuttila-Absent, Laur-Affirm, Pallares-Absent, Perkins-Affirm, Sackett-Abstain, Schaub-Absent, Tiasse-Affirm</p> <p>The Chair concluded his report.</p> <p>Director Koglin left the meeting at 12:39 PM.</p>
8.	Approval of Minutes:	The Chair called for a motion to approve the May 22 nd meeting minutes.

	<p>➤ May 22, 2025, BOD Meeting</p>	<p>Before approval of the minutes, a request was made by Director Prisca Tiasse to amend the May 22nd meeting minutes for <u>Agenda Item 7. Program Brainstorming Session & Budget Considerations.</u> Director Tiasse's request was to include a mention of the discussion the Board regarding the salary for the Communication and Industry Outreach Manager position and its termed appointment which is contingent upon the appropriation of additional funds by the NMBSA.</p> <p>The Chair confirmed the amendment requested by Tiasse would be included in the <u>Program Brainstorming Session & Budget Considerations</u> discussion minutes.</p> <p>The Chair called for a motion to approve the May 22nd meeting minutes with the understanding that the requested discussion be included in <u>Agenda Item 7. Program Brainstorming Session & Budgeting Considerations.</u></p> <p>A motion was made by Prisca Tiasse to approve the amendment with a second from Dana Catron.</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>Byrnes-Affirm, Catron-Affirm, Christodoulou-Absent, Dekker-Affirm, Kieft-Absent, Koglin-Absent, Kuuttila-Absent, Laur-Affirm, Pallares-Absent, Perkins-Affirm, Sackett-Affirm, Schaub-Absent, Tiasse-Affirm</p>
9.	<p>Mission Accomplishment Committee Report</p> <ul style="list-style-type: none"> Communications & Industry Outreach Manager Interview Questions and Committee Discussion 	<p>Executive Director Stephanie Tofighi presented the Mission Accomplishment Committee (MAC) Report for the month of June</p> <p><u>Communications & Industry Outreach Manager Interview Questions and Committee Discussion</u></p> <p>The MAC discussed the CIOM Interview discussions at their June 12th meeting. They approved the Interview questions and agreed to make a recommendation to the BOD for final approval.</p>

	<ul style="list-style-type: none"> Business Entrepreneur Experience (BEE) Internship Program Recommendation 	<p>The Chair called for a motion to approve the CIOM Interview questions.</p> <p>A motion was made by Prisca Tiasse to approve the Interview questions with a second from Dana Catron.</p> <p>A roll call vote of all board members was called with six in the affirmative, none in opposition, one in abstention and six absent. The vote was as follows:</p> <p>Byrnes-Affirm, Catron-Affirm, Christodoulou-Absent, Dekker-Affirm, Kieft-Absent, Koglin-Absent, Kuuttila-Absent, Laur-Affirm, Pallares-Absent, Perkins-Affirm, Sackett-Abstain, Schaub-Absent, Tiasse-Affirm</p> <p><u>Business Entrepreneur Experience (BEE) Internship Program Recommendation</u></p> <p>The MAC also discussed the Business Entrepreneur Experience Program where Business Students would be paired with Bioscience students to work with New Mexico based bioscience companies. The BEE program is planned for the Spring Semester 2026. Students participating in the BEE will work 10.0 Hours per week for the semester and participate in one-hour weekly courses focusing on innovation development, business modeling, and investor pitching. The one-hour weekly courses are part of the early-stage commercialization training where student business teams will pitch novel products to potential investors before program completion.</p> <p>The Chair called for a motion to approve the BEE Internship Program recommendation with the understanding that the BEE program will be discussed further for planning, logistics and a possible expansion of the program to include a diverse mix of students as discussed by the Board members present.</p> <p>A motion was made by Dana Catron to approve the program recommendation with a second from Nora Sackett.</p>
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	<ul style="list-style-type: none"> NMBSA Research University Student Internship Discussion 	<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>Byrnes-Affirm, Catron-Affirm, Christodoulou-Absent, Dekker-Affirm, Kieft-Absent, Koglin-Absent, Kuuttila-Absent, Laur-Affirm, Pallares-Absent, Perkins-Affirm, Sackett-Affirm, Schaub-Absent, Tiasse-Affirm</p> <p>Since a quorum of members was no longer available to discuss the topic of research university student interns, it was agreed by the Board members present to table discussion until the next Board meeting.</p> <p>ED Tofighi concluded the MAC Report.</p> <p>Director Dana Catron left the meeting at 1:05 PM.</p>
10.	Other NMBSA Related Business Discussion	<p><u>New Chair for the Biotechnology Innovation Organization</u></p> <p>Director Greg Byrnes announced that he hopes to bring the new Chair of the Biotechnology Innovation Organization to meet with bioscience industry stakeholders and organizations here in New Mexico.</p>
11.	Adjourn	<p>The Chair adjourned the meeting at 1:15 PM</p> <p>The Chair called for a motion to adjourn the meeting.</p> <p>A motion was made by Greg Brynes to adjourn the meeting with a second from Dale Dekker.</p> <p>A roll call vote of all board members was called with six in the affirmative, none in opposition, none in abstention and seven absent. The vote was as follows:</p> <p>Byrnes-Affirm, Catron-Absent, Christodoulou-Absent, Dekker-Affirm, Kieft-Absent, Koglin-Absent, Kuuttila-Absent, Laur-Affirm, Pallares-Absent, Perkins-Affirm, Sackett-Affirm, Schaub-Absent, Tiasse-Affirm</p>

Respectfully submitted by Sterling Nichols and Stephanie Tofighi