



**Andy Hill Cancer Research Endowment (CARE) Fund
Special Meeting of the CARE Board
Meeting Minutes
May 18, 2022**

The following CARE Board members, constituting a quorum, were present: Elaine Albert, Fred Appelbaum, Cliff Berkman, Tom Brown, David Byrd, Carol Dahl, Steve Harr, Eunice Hostetter, Gary Kaplan, Beth Lawlor, Karin Rodland, Jennifer Kampsula Wong

Board Members Absent: none

CARE Fund Staff Attendees: Laura Flores Cantrell, Peter Choi, Sarah Hiller, Jennifer Puttuck, Joseph Sparacio

Guest Attendees: Sandra Adix (WA State Assistant Attorney General), Alison Beason (WA State Department of Commerce), Allegra Calder (BERK Consulting)

Wednesday, May 18, 2022, 2:00–3:00 p.m. (PT)

1. Welcome

The meeting was called to order at 2:00 p.m. A quorum was confirmed with a roll call of the Board by the Chair, Dr. David Byrd.

2. Executive Director Report

Laura Flores Cantrell summarized the common themes and potential challenges that have arisen since learning of the new \$30M appropriation.

Laura presented the planning timeline. She noted that it is a tight timeline, but doable.

A tool to help screen Board ideas was presented. Laura reviewed the purposes of the tool, including:

1. To summarize for the Board in one place what parameters apply to the new \$30M in FY23 funding;
2. To serve as a reference as the Board considers possible ideas; and
3. To use as a jumping off point for the Board to add ideas.

[Elaine Albert, Cliff Berkman and Eunice Hostetter joined the meeting.]

Laura presented an excerpt from RCW 43.348.040(1) describing the CARE Fund's statutory purpose and a document outlining the Board's interpretation of "promotion of cancer

research”. Laura noted that the Board’s interpretation of “promotion of cancer research” had not been revisited in some time. She asked the Board whether the description is reflective of the Board’s current interpretation of the CARE Fund’s statutory purpose and how the document might be improved.

Beth Lawlor asked for clarification on whether “training of health professionals” should or should not be included as allowable for CARE Fund grants. The Board agreed that there may be some instances where investing in the “training of health professionals” may fall under the “promotion of cancer research” and the topic merits further discussion in the future.

3. Preparation for June 15, 2022 Board Retreat

David noted the group is currently in the “Ideation Phase” in the planning timeline. He said that the main goal of today’s discussion is to bring ideas forward and to generate new ideas.

Proposed ground rules were presented to the group to review.

David asked Board members to briefly explain their top priorities for the \$30M appropriation. The priorities discussed were ideas submitted by Board members to CARE Fund staff via email. All previously submitted ideas were presented to the group. A discussion followed: Board members explained their submitted top priorities in further detail.

David asked that CARE Fund staff collate all previously submitted ideas into a single document to share with the Board in advance of the June 15, 2022 Board Retreat. Laura confirmed that this would be included in the Board packet for the retreat.

David opened a discussion regarding holding the June 15, 2022 Board Retreat in person with a virtual option. Given the current COVID-19 environment, the consensus of the Board was for the June 15, 2022 meeting to remain fully virtual if possible.

4. Board Chair Comments

David invited Allegra Calder to comment. Allegra invited Board members to send any additional ideas for the \$30M in new funds to Laura.

5. Public Comment

No members of the public were present to provide comment.

6. Adjourn

With no other business, the meeting was adjourned by David at 3:00 p.m.

I certify that the foregoing is a true and correct copy of the minutes approved by the CARE Board of Directors at a regular meeting of the Board on September 7, 2022.



Eunice Hostetter, CARE Board Secretary

09/08/2022

Date