



Andy Hill Cancer Research Endowment Board Meeting Minutes

The following board members, constituting a quorum, were present: J. Elaine Albert (phone), Leslie Alexandre, Fred Appelbaum, S. Lori Brown, Thomas Brown (phone), Steve Harr, Eunice Hostetter (phone), Jennifer Kampsula Wong (phone)

Board Members Absent: David Byrd, Carol Dahl, James Hendricks

CARE Staff Attendees: Laura Flores Cantrell, Peter Choi, Sooyoun Park

Guest Attendees: Sandra Adix – WA Assistant Attorney General, Erica Hallock – Empire Health Foundation Government Affairs Liaison (phone)

Fred Hutchinson Cancer Research Center, 1100 Fairview Ave. North, Thomas Building, Sze East Conference Room (D1-084), Seattle, WA | Friday, February 28, 2020 3:00–5:00 p.m.

1. Welcome

The meeting was called to order after quorum was confirmed at 3:02 p.m.

2. CARE Fund Updates

Laura Flores Cantrell provided a CARE Fund update to the board.

Laura thanked board members for their participation at the CARE Fund Reception at the Executive Residence that was held in January. She solicited feedback from the board. The board discussed whether to host a similar event in 2021 and ideas for improving the event next year.

December 31, 2019, marked the midpoint in the CARE Fund's fiscal year. The December 31, 2019, financial statements were included in meeting materials.

Laura provided an update regarding CARE Board membership. Fred Appelbaum, David Byrd, James Hendricks, Eunice Hostetter, and Jennifer Kampsula Wong's terms end in March 2020 and each has confirmed s/he will renew for an additional term. The CARE Fund is seeking board officers to be voted on in April and seated in July. Thomas Brown, who was appointed from nominations from entities or systems that provide health care delivery services, has transitioned to the board position nominated by private sector donors to the CARE Fund. The Governor's office is working with WSU to fill the vacant board seat from Washington State University.

Laura relayed an update from Julia Terlinchamp (Department of Commerce) to inform the board that the program administrator contract for the CARE Fund will go out for competitive bid this year with a contract start date of July 1, 2020.

3. Consent Agenda

Fred Appelbaum presented the December 11, 2019, board meeting minutes for approval.

MOTION: A motion to approve the meeting minutes was made by Leslie Alexandre and approved by consensus.

4. Ad Hoc Committee to Appoint AAAS Reviewers

Fred Appelbaum made a request for volunteers to serve on an Ad Hoc Committee to appoint the American Association for the Advancement of Science (AAAS) reviewers for the Distinguished Researchers Cohort 4 and the Workforce Diversity Supplement Award (if approved). Thomas Brown and Elaine Albert volunteered to serve on the Ad Hoc Committee.

MOTION: The Ad Hoc Committee to appoint the AAAS reviewers consisting of Thomas Brown and Elaine Albert was approved by consensus.

5. Annual Public Hearing

Fred Appelbaum opened the public hearing at 3:15 p.m. With no members of the public present to participate or provide comment, the public hearing was adjourned.

6. Legislative Update

Erica Hallock provided an update regarding the 2020 legislative session. Currently, the CARE Fund receives funding from the general fund and dedicated revenue from the vapor products tax that the legislature put into place last year. A policy proposal further regulating vapor products is currently under consideration in the House and the Senate. [Erica Hallock exited the meeting.]

7. Breakthrough Continued Funding

Fred Appelbaum described the context and purpose of the continued funding review. Laura Flores Cantrell requested that CARE Board Members disclose any potential conflicts of interest prior to the discussion about the Institute for Systems Biology's (ISB) Breakthrough Research Continued Funding Application. Fred Appelbaum and Thomas Brown disclosed the nature of the potential or perceived conflict of interest and offered to recuse themselves from the discussion. However, the CARE Fund Board determined that Dr. Appelbaum's and Dr. Brown's input and expertise would be helpful in the discussion. Following further input from the board, Dr. Appelbaum and Dr. Brown determined that they would participate in the discussion but would abstain from the vote related to the proposal under consideration.

There was discussion regarding the progress and changes of the ISB research project and the independent scientific review provided by the AAAS reviewers.

MOTION: A motion to award the requested level of Year 2 funding for the Institute for Systems Biology Breakthrough Research Project with the following conditions was made by Steve Harr. Funding is conditioned on satisfactorily completing the following: 1) By June 30, 2020, provide a detailed plan for achieving non-state match funding to leverage CARE grants

funds for Grant Period Year 2 and an updated plan for subsequent funding (Years 3–5); 2) By September 30, 2020, on mutually agreed date and time, Dr. Heath shall make an in-person presentation to the CARE Fund on the Project’s progress to date and plan for achieving Project aims; and 3) By September 30, 2020, document organizational capacity and infrastructure of Project leadership; document commitment of Project partners to fully execute the Project’s research plan, including sample accrual. This motion was seconded by Leslie Alexandre and unanimously approved. Fred Appelbaum and Thomas Brown abstained.

8. Executive Session

Fred Appelbaum announced that the board would be entering into Executive Session and stated that the purpose of the Executive Session is to discuss with legal counsel representing the CARE Board and the legal risks of proposed action where public discussion of the risks is likely to have an adverse legal or financial consequence to the CARE Fund. His announcement was as follows: “The time is now 4:20 p.m., we are now entering into Executive Session pursuant to RCW 42.30.110, for approximately 10 minutes. The session is scheduled to end at 4:30 p.m. If the session is extended, an announcement will be posted on the door.” An announcement was posted on the meeting room door stating that the board was in Executive Session. Peter Choi and Sooyoun Park exited the meeting during the Executive Session.

The board met in Executive Session.

At 4:31 p.m., Fred made an announcement to extend the Executive Session an additional 10 minutes. The announcement of the extended Executive Session was posted on the meeting room door. The Executive Session concluded at 4:42 p.m. The regular open board meeting resumed at 4:44 p.m.

9. Workforce Diversity Supplement

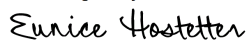
The board discussed the context and purpose of the Workforce Diversity Supplement. The Workforce Diversity Supplement arose from the board’s strategic planning process conducted last year. There was further discussion that the Board should consider the opportunity cost of funding grants for a workforce diversity supplement and determine whether there were different opportunities to achieve the goal. By consensus, the board formed a working group charged with identifying alternative grant models to address workforce diversity. The working group will bring recommendations back to full board for consideration at a future board meeting. Staff will convene a meeting with Leslie Alexandre, Lori Brown, Thomas Brown, and Eunice Hostetter with the purpose of brainstorming ideas of how to best utilize CARE Funds to support workforce diversity.

10. Adjourn

With no other business, the meeting was adjourned at 4:55 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 April 22, 2020.

DocuSigned by:

A blue ink handwritten signature of Eunice Hostetter.

Eunice Hostetter, CARE Board Secretary

5/26/2020

Date