

**MINUTES OF THE
MARYLAND STEM CELL RESEARCH COMMISSION**
Tuesday, July 7, 2020
Virtual Meeting

Members:

Scott Bailey
Margaret Conn Himelfarb
Diane Hoffmann
Haig Kazazian
Debra Mathews, Chair
David Mosser
Linda Powers
Avram Reisner
Ira Schwartz
Curt Van Tassell, Vice Chair
Bowen Weisheit

Staff:

Stephen Auvil, TEDCO
Dan Gincel, TEDCO
Amritha Jaishankar, TEDCO
Sabrina Spinner, TEDCO

The Commission meeting was called to order at 2:04 p.m.

I. Approval of Meeting Minutes

The Commission reviewed the minutes from the June 2,2020 meeting. A motion was made and seconded to approve the meeting minutes as submitted. The motion passed unanimously.

II. Executive Director Report

Dr. Jaishankar and Dr. Gincel both presented the Executive Director's Report, which focused on the following:

- A. COVID-19 – Operational Updates
To best support the health and safety of staff, the Commission, and our community, the MSCRF program remains fully operational and working remotely.
- B. FY'20 Award Agreement Update
The awards for the FY'20 second funding cycle were announced in June 2020. All FY'2020 grant agreements have been executed and the funds are committed. Funds were made available to fully fund one Commission approved stand-by application, increasing the number of awards for the second funding cycle from 23 to 24. Disbursements of funds for each grant agreement is currently in progress.
- C. FY 2021 RFAs Update
The FY'21 RFAs for the Validation, Commercialization, and Clinical programs were released for the 1st funding cycle. The application deadline is July 15,2020. The Scientific Review Committee will review the applications on August 6,2020 and the Commission Review meeting will be held in September 9, 2020.

D. Events/Meeting Updates:

Since the June 2020 Commission meeting Dr. Gincel and Dr. Jaishankar indicated their participation/attendance for the following conferences on behalf of the Fund and the Commission:

- ISSCR 2020 Virtual Conference (June 23-27, 2020)
- Markets & Markets Gene Therapy Bioprocessing Online Conference (June 25-26, 2020)

E. FY'2021 Budget - Update

Dr. Gincel indicated the Board of Public Works convened July 1, 2020 to consider additional cuts to the State's FY'21 budget to offset the massive revenue loss caused by the COVID pandemic. Dr. Gincel provided a brief overview of the decision-making process and indicated originally a recommendation was made to cut the Fund by \$2 million, reducing the Fund's FY'21 budget from \$8.2M to \$6.2M. However, the Board voted not to cut the Fund at this time, but they will reconvene again before the 2021 legislative session to reevaluate and consider additional cuts to the States FY'21 budget.

F. Next Commission Meeting

September 9, 2020, 12 p.m. – 3 p.m. (Commission Review Meeting)

III. Commission Regulations

Mr. Schwartz indicated that the General Assembly revised TEDCO's statute which resulted in the addition of new citations and section numbers. A recommendation was made to modify the numbers in the Commission's existing regulations to be consistent with the newly revised statute.

A motion was made and seconded to approve the recommendation and to authorize the revisions accordingly. The motion passed unanimously.

IV. Programmatic Strategic Goals Discussion

Dr. Gincel provided a brief overview of TEDCO's core values and indicated that TEDCO management initiated a strategic planning exercise to evaluate the progress made (within all TEDCO programs) to effectively execute goals and action plans to support TEDCO's vision, mission, and core values. The MSCRF team brainstormed programmatic strategic goals intended to be aligned with the respective missions of both the Commission and TEDCO:

- **Goal #1: Audit Readiness & Compliance:**
To Improve the efficiency and effectiveness of the audit process by conducting quarterly audits of the open award accounts and data bases/websites; and to implement internal controls to ensure accuracy and compliance.
- **Goal #2: New Collaborations:**
To identify, establish, and nurture mutually beneficial collaborations with organizations whose missions and values align closely with the Commission and the Fund.
- **Goal #3: MSCRF Program Excellence:**
To enhance the performance of all MSCRF programs by conducting frequent updates to the RFAs to meet market needs, continue progress to strengthen internal administrative/operational policies and procedures, and continue evaluation of the peer review process.

III. Statement for Closing the Meeting

A motion was made and seconded that the Commission go into closed session. The motion stated the following:

State Government Article §10-508(a)(1)(ii):

A public body may adjourn an open session to discuss “any . . . personnel matter that affects one or more specific individuals”.

TOPICS TO BE DISCUSSED:

The discussion will include the performance of one or more individuals in helping the Commission carry out its duties as regards the MSCRF.

REASON FOR CLOSING:

The Commission believes that confidentiality is necessary to enable candid discussion of the performance of the aforementioned individual(s).

State Government Article §10-503(a)(1)(i):

This subtitle does not apply to ... a public body when it is carrying out ... an administrative function.

TOPICS TO BE DISCUSSED:

The discussion will concern potential changes in the implementation of the Commission’s duty, under statute, to employ its staff.

REASON FOR CLOSING:

The Commission believes that confidentiality is essential to enable candid discussion of the process by which it employs and compensates its staff.

The meeting closed at 3:01 p.m.