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**ARIZONA BIOMEDICAL RESEARCH COMMISSION MEETING MINUTES**

Thursday, July 30, 2015

9:00 a.m. – 4:00 p.m.

**Commissioners in Attendance**

Clayton Dehn  
Hugo Vargas

Peter Kelly (Co-Chair)  
Brandy Wells

Mitchell Shub

**Commissioners Absent**

None

**ABRC Staff and Visitors**

Jennifer Botsford  
Stacey Zawel

Theresa Napoleon

Victor Waddell

**I. Call to Order and Verification of Board Quorum**

The Arizona Biomedical Research Commission (ABRC) meeting convened via teleconference and at 150 N. 18<sup>th</sup> Avenue, Conference Room 540A, Phoenix, Arizona on July 30, 2015.

A quorum being present, Commissioner Kelly called the meeting to order at 9:00 a.m.

**II. Welcome and Introduction of Newly Appointed Commissioners**

The commissioners and guests introduced themselves and their affiliations. Commissioner Kelly advised the Commissioners that Commission meetings are subject to open meeting laws.

**III. Approval of April 1, 2015 Minutes**

Commissioner Kelly made the motion to approve the minutes as presented, seconded by Commissioner Shub. The minutes were unanimously approved, none abstained.

**IV. Executive Director Report – Victor Waddell**

Victor Waddell presented an overview of ABRC. Some of the topics covered included: a brief history which stated the purpose of the Commission, FY2014 revenue, the positive impacts of the Commission for Arizona, and the programs that are funded by ABRC.

Victor Waddell also presented a strategic planning update covering 2012-2015. This update focused on the two main goals of strategic planning: (1) assess the current situation and, (2) set the future direction.

**V. Overview of Strategic Effectiveness – Stacey Zawel**

Stacey Zawel, TSI Consulting Partners, Inc. provided an overview of the strategic planning session, and assisted the Commission in conducting an assessment of the ABRC's current

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situation and priorities. The Commission collaborated on the strengths, weaknesses, critical public health issues, and critical organizational issues for the next three to five years.

**VI. Strategic Map Update – Stacey Zawel**

The Commission engaged in setting the Commission’s future direction, and developed a strategic map of goals and objectives. A draft of the strategic map for ABRC and the presentation version of the strategic map will be emailed to the Commission for review and approval.

**VII. Strategic Map Update (continued) – Stacey Zawel**

As part of the process of setting ABRC’s future direction, discussions were held regarding using a Letter of Intent prior to having researchers fill out the RFGA application with the goal of streamlining application reviews. Discussions were also held regarding the goals of improving the Commissioner approval and confirmation processes, as well as attaining sufficient staff to support ABRC priorities.

**VIII. RFGA’s/Evaluations – Jennifer Botsford**

Jennifer Botsford discussed the timeline for the RFGAs. There are two funding categories this cycle: Arizona Investigator Grant (AZIG) and Arizona New Investigator Award (AZ NIA). A separate RFGA will be issued for each category.

The Commission reviewed the AZIG draft. Changes were discussed for the “Requirement for Proposals” and “Eligibility Criteria” sections (sections 2 and 4 respectively). The Commissioners changed the language so it will be less limiting.

**IX. Agenda Items for be Considered for Next Meeting**

The Commissioners discussed possible agenda items for the next meeting:

- Presentation by Dr. Reiman, Banner Health, regarding Alzheimer’s Disease
- Presentation by Cathy Seiler on Arizona Biospecimen Locator. (This should be scheduled after their business plan is completed.)
- Invitation to be extended to the Director of AZDHS.

**X. Call to the Public**

A call to the public was made. No public members addressed the Commission.

**XI. Next Meeting Date**

The next meeting was scheduled for Friday, October 16, 2015. If necessary, the Commission will schedule a teleconference call prior to that time to discuss the Letter of Intent process.

**XII. Adjournment**

The meeting was adjourned at 3:58 p.m.