



**TEMPLE HEALTH AND BIOSCIENCE
ECONOMIC DEVELOPMENT DISTRICT
BOARD OF DIRECTORS MEETING
WEDNESDAY, February 24, 2016**

The Temple Health and Bioscience Economic Development District Board of Directors conducted their regularly scheduled board meeting on Wednesday, February 24, 2016, 5:00 pm in the Main Conference Room of the Temple Health and Bioscience District Facility located at 1802 South 1st Street, Temple, Texas.

Members Present:

Wendell Williams, Chair
Thomas Baird
Michael Norman
Jack Morris
John Kiella
Gregg Strasburger

Members Absent:

Doug Streater, Treasurer

The agenda for this meeting was posted on the bulletin board of the Temple Health and Bioscience Economic Development District in compliance with the Open Meetings Law.

The following is a summary of the proceedings of this meeting. It is not intended to be a verbatim translation.

1. Approve the minutes of the January 27, 2016 board meeting.

Motion by Mr. Morris, second by Mr. Strasburger to approve the minutes from the January 27, 2016 board meeting. Motion carried unanimously.

2. Approve the financial report for the four-month period ending January 31, 2016.

Mr. Williams stated that Mr. Streater, Mrs. Annable, the Accountant and Himself will address the recurring issues with the financial statement. He then proceeded to give the highlights of the financial report.



Motion by Mr. Baird, second by Mr. Morris to approve the financial report for the period ending January 31, 2016. Motion was carried unanimously.

3. Consider providing seed funds to a Tenant company.

Mr. Hart reviewed the proposal from WashSense to request \$20,000 to defray the costs of product design and manufacturing.

Motion by Mr. Baird, second by Mr. Morris to approve providing non-repayable seed funds of \$20,000 to WashSense. Motion was carried unanimously.

4. Consider allowing THBD personnel to invest in Tenant companies.

Mrs. Annable discussed the rationale behind allowing employees to invest in Tenant companies. Full disclosure is needed. Mr. Morris raised the question of conflict of interest and Mr. Williams answered by stating it was his opinion that it would not be a conflict since the employees do not vote on policy. Mr. Baird also stated as a reminder that there would be full disclosure and the public would be fully informed. A policy needs to be written that the board could vote on. This policy would need to include a sample disclosure form and the steps to be taken as to how the disclosure will be made to the board of directors.

Motion by Mr. Morris, second by Mr. Baird to table this discussion until the next board meeting where there will be a written policy as well as a disclosure form written. Motion was carried unanimously.

5. Receive activity report from Jack Hart, Executive Director.

Mr. Hart gave the update on the City of Temple and Temple Health & Bioscience District May 7th election. Only 3 candidates applied for the three available board positions. At the March Board Meeting consider declaring each candidate for the May 7, 2016 Election as unopposed and elected to office and thereby cancelling the election.

Mr. Hart then discussed the Summer Internship Program 2016. The deadline for applications was February 12th, 2016. The resume review process has begun and there are 26 applicants that indicated that they will consider Temple as one of their research summer options (twice as many as in the past). Out of the 26 applications, Mr. Hart has narrowed it



down to 6 applications and he would like to make offers to all 6. Last year we had 2 undergraduates and 1 graduate student (one of the undergrads wants to come back this year). Students work with local researchers and we provide a stipend for the students. Mr. Williams suggested that Mr. Hart speak with Dr. Culp (prior intern research mentor) to be updated on the status of his project and to see if he still needs funding.

Mrs. Annable updated the Board on the Medical Design and Manufacturing West Conference that was held in Anaheim California February 9-11, 2016. The booth that Mrs. Annable occupied was entitled "Grand Central Texas Economic Development". This booth represented Temple, Killeen, Cameron, Waco, McGregor and Belton. There were more than 2,000 booths at the conference that represented areas from Robotics to Medical Devices to Plastic Bags to 3D Printers. Mrs. Annable generated more than 20 contacts, 11 were genuinely interested in THBD, and 4 were potential contacts for our clients. Mr. Williams recommended that Mr. Hart and Mrs. Annable keep good files as to what happened with the contacts from each conference. In this way, THBD will be able to determine whether attendance at these types of conferences and trade shows is worthwhile.

The Natural Gas Fired Power Generator is currently being manufactured for our site. It will be located on the south side of the building with a footprint of 5 feet by 10 to 12 feet. Our plumber was here to inspect the current gas pipe infrastructure. He needs to run a pipe up over the back door and over to where the generator will be located. After the work is completed, Atmos Energy will inspect the pipe and install the meter. The Power Supply System installation should be completed sometime in April. The unit will have a locked fence.

Mrs. Annable then gave an update regarding the Laboratories. Frank Novembre, Biosafety Officer for Baylor Scott and White visited the facility and offered suggestions to bring THBD labs into compliance with safety regulations. The most important is to install eyewash stations in all laboratories. OSHA has a 10 second rule for eyewash access. There are items that need to be purchased such as a microscope for the Tissue Culture Room, a fume hood, biohazard spill kits, and covers for the buckets in the centrifuge. Safety signs need to be placed on the doors to the labs. Biohazard waste pickup as well as hood certification needs to be arranged. Our Tenants will need to provide documentation of their employee's training to us.

In response to these suggestions, a Leica Microscope has been ordered and delivered, biohazard waste pickup will begin at the end of the month, a company has been contacted



to certify the biohazard hood, our plumber has been contacted to install the eyewashes and a portable chemical hood is on order.

Mr. Hart had a recent conversation with David Blackburn concerning the latest progress for the reinstatement of TMED. Mr. Blackburn stated that the lead person for the City is out until the end of February. The next step for the reorganization is to get C-level personnel together to re-invigorate discussions about TMED. This will take several weeks to make this a reality. Mr. Hart will continue to work with Mr. Blackburn to bring this to fruition. Mr. Kiella wanted to know what the objective was. Mr. Hart stated that it was to reinvigorate the excitement over what can be done by TMED. Hopefully create a new plan or reinstate the old plan for change in Temple.

THBD has received \$11,600 in lease funds as well as an additional \$1,008 from the rental of the Leica microscope. Bringing the total revenue to \$12,608. Mr. Kiella wondered whether our costs were reflected in the revenue. Mrs. Annable explained the fee structure and verified that the cost at this juncture is just electricity.

The Board entered into Executive Session at 5:45pm and ended the session at 6:07.pm.

There being no further business, Mr. Williams adjourned the meeting at approximately 6:10pm.

Transcribed by:
Tami Annable, THBD Executive Assistant