



Commonwealth Health Research Board Meeting Minutes for May 5, 2022 **DRAFT**

Members in Attendance:

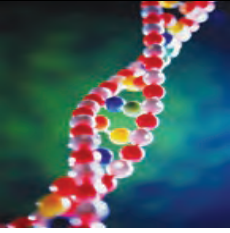
Robert W. Downs, Jr., M.D., Chair
 Eric Lowe, M.D., Vice Chair (virtual via WebEx)
 Thomas W. Eppes, Jr., M.D.
 Francis X. Farrell, Ph.D. (virtual via WebEx after 2:00 pm)
 Ethlyn McQueen-Gibson, DNP
 Julia A. Spicer

Staff in Attendance:

Anne C. Pace, M.P.A.	Administrator
Raya Mandler, Ph.D. (virtual via WebEx)	Scientific Consultant
Merrill Mitler, Ph.D. (virtual via WebEx)	Scientific Consultant
Arnold Revzin, Ph.D. (virtual via WebEx)	Scientific Consultant
Carla R. Collins	Senior Assistant Attorney General, OAG
Matt Winders	Systems Engineer, Department of Accounts

Others in Attendance virtual via WebEx Videoconferencing:

Principal Investigator/ Presenter	Applicant Institution	Presentation Participants
Masahiro Sakagami, Ph.D.	Virginia Commonwealth University	
Michael Brown, Ph.D.	University of Virginia	
Todd Fox, Ph.D.	University of Virginia	
Agnieszka Swiatecka-Urban, M.D.	University of Virginia	Alden Doyle, M.D., Collaborator
Anna Bulysheva, Ph.D.	Old Dominion University Research Foundation	
Lisa Shollenberger, Ph.D.	Old Dominion University Research Foundation	Wayne Hynes, Ph.D., Collaborator
Henri Parson, Ph.D.	Eastern Virginia Medical School	
Julia Sharp, Ph.D.	Eastern Virginia Medical School	Julius Nyalwidhe, Ph.D., Co-Investigator Catherine Derber, M.D., Co-Investigator Mohan Pant, Ph.D., Co-Investigator Suzanne Quesnel, Collaborator
Amy Tang, Ph.D.	Eastern Virginia Medical School	Harry D. Bear, M.D., Ph.D., Co-Investigator Michael Danso, M.D., Consultant
Bryan Hsu, Ph.D.	Virginia Polytechnic Institute & State University	
Timothy Jarome, Ph.D.	Virginia Polytechnic Institute & State University	
Ann Gregus, Ph.D.	Virginia Polytechnic Institute & State University	Cristina Miliano, Ph.D.



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Call to Order:

Chair Robert Downs, Jr., M.D., called the meeting to order at 8:03 a.m. The meeting was held at the Monroe Building, 101 North 14th Street, 2nd Floor, George Washington Conference Room, Richmond, Virginia 23219. A quorum was present in person for the transaction of business throughout the meeting. Administrator Pace reviewed the instructions for presentations, the format of the presentation and the time limitations for each presentation.

Approval of Minutes:

Chair Robert Downs, Jr., M.D., moved to approve the Minutes from the March 31, 2022 meeting, as revised, with revisions to the following sentence on page 2:

Delete: “When such individual participation is due to a personal matter, such participation is limited by law to two meetings each calendar year or 25 percent of the meetings held per calendar year rounded up to the next whole number, whichever is greater.”

Insert: “When such individual participation is due to a personal matter, such participation is limited in accordance with Virginia Law that is in effect at that time.”

Ms. Julia Spicer seconded the motion. The meeting minutes were then unanimously approved, as revised, by the Board.

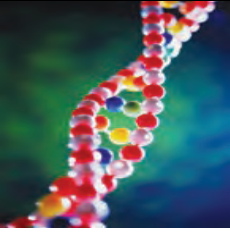
CLOSED SESSION: FY 2022/2023 CHRB Grant Process Step Three: Presentation of 12 Full Proposals to the Board via WebEx Videoconferencing and Consideration of Second Year Funding for existing CHRB Grants

Chair Robert Downs, Jr., M.D., moved that the Board go into closed session pursuant to Virginia Code § 2.2-3711 (A) (7), § 2.2-3711 (A) (30), and § 2.2-3705.6(17) for the purpose of

Consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the Board, and consultation with legal counsel employed or retained by the Board regarding specific legal matters requiring the provision of legal advice by such counsel regarding:

records submitted as a grant or loan application, or accompanying a grant or loan application.....to the extent such records contain proprietary business or research-related information produced or collected by the applicant in the conduct of or as a result of study or research on medical, rehabilitative, scientific, technical, technological, or scholarly issues, when such information has not been publicly released, published, copyrighted, or patented, if the disclosure of such information would be harmful to the competitive position of the applicant. Virginia Code § 2.2-3705.6 (17).

The motion was seconded by Dr. Farrell. The motion was voted upon and passed unanimously.



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Chair Robert Downs, Jr., M.D., moved that the Board reconvene in open session. Dr. Lowe, Vice Chair, seconded the motion. The motion was voted upon and passed unanimously. The Board adopted the following resolution by roll call vote.

CERTIFICATION

WHEREAS, the Commonwealth Health Research Board has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of The Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3712 of the *Code of Virginia* requires a certification by this Board that such closed meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED, that the Commonwealth Health Research Board certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Board.

A roll call vote of members present was taken. Each approved this certification.

Results of Closed Session:

2022 Commonwealth Health Research Board Grant Awards

Ms. Julia Spicer made a motion that the following nine Principal Investigators receive a CHR B grant award for FY 2022/2023. Dr. Gibson, seconded the motion. The motion was voted upon and passed unanimously. Administrator Pace will contact the following successful candidates regarding the outcome of the Board's decisions. She will also provide reviewer comments [from the Full Proposal submission] to those Principal Investigators who will not receive a grant award.

Principal Investigator	Institution
Masahiro Sakagami, Ph.D.	Virginia Commonwealth University
Michael Brown, Ph.D.	University of Virginia
Todd Fox, Ph.D.	University of Virginia
Anna Bulysheva, Ph.D.	Old Dominion University Research Foundation
Lisa Shollenberger, Ph.D.	Old Dominion University Research Foundation
Julia Sharp, Ph.D.	Eastern Virginia Medical School
Amy Tang, Ph.D.	Eastern Virginia Medical School
Bryan Hsu, Ph.D.	Virginia Polytechnic Institute & State University
Timothy Jarome, Ph.D.	Virginia Polytechnic Institute & State University



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Recommendations for Second-Year Continued Funding:

Ms. Julia Spicer made a motion, with a second by Dr. Farrell, to continue grant funding for Year 2 for these four grant awards and to approve a change in the Principal Investigator in one grant award. The motion was unanimously approved.

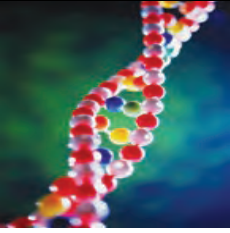
CHRB Grant #	Principal Investigator	Institution	Grant Title
#207-08-20	Kyle Lampe, Ph.D.	University of Virginia	<i>Self-assembling, shear-thinning peptide hydrogels to support cell transplantation and host cell interaction after ischemic stroke</i>
#207-12-21	Zequan Yang, M.D., Ph.D.	University of Virginia	<i>Topical Neck Cooling Attenuates Acute Myocardial Infarction</i>
#236-03-21	Daniel Conway, Ph.D. Rebecca Heise, Ph.D. will assume the role of Principal Investigator effective July 1, 2022.	Virginia Commonwealth University	<i>Inhibition of cell-cell fusion as a potential mechanism for treatment of covid19</i>
#236-08-21	Daeha Joung, Ph.D.	Virginia Commonwealth University	<i>3D Printing Living Platform for Spinal Cord Regeneration</i>

Proposed FY 2023/2024 CHRB Grant Guidelines and Application Instructions CHRB Policies and Procedures, CHRB Grant Agreement and CHRB By laws Effective July 1, 2022

At the March 31, 2022 CHRB Meeting, Administrator Pace reviewed the proposed revisions to all grant related documents with the Board with a focus on significant changes. The Board was to have voted on these proposed changes at the May 5, 2022 meeting; however, additional changes to these documents necessitates another review by the members, scientific consultants, and legal counsel.

Administrator Pace will resend the grant related documents, with the additional changes, individually to each member, scientific consultant, and legal counsel. A response from each member, scientific consultant, and legal counsel, will be sent only to Administrator Pace. Once all responses have been received, Administrator Pace will send these responses to CHRB Chair, Robert Downs, Jr., M.D.

Ms. Julia Spicer made a motion to delegate authority to CHRB Chair, Robert Downs, Jr., M.D., to approve the final changes to these grant related documents. The motion was seconded by Dr. Farrell and approved unanimously.



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Other Business:

One-year renewal of the Memorandum of Agreement (MOA) between the Commonwealth Health Research Board (CHRB) and the Office of the Attorney General (OAG)

Currently, an MOA between the CHRB and the OAG is in place for a three-year period from July 1, 2019 through June 30, 2022 and shall be renewed for one-year terms for each fiscal year thereafter indefinitely, unless and until modified by the parties by agreement in writing. At the March 31, 2022 meeting, the CHRB approved the administrative budget which included \$10,000 for legal services for FY 2022/2023.

The CHRB Bylaws currently provide that, G. The authority delegated to the Chair by the Board shall include, but not be limited to, the following: 2. The authority to sign a Memorandum of Understanding between the Commonwealth Health Research Board and the Office of the Attorney General.

Dr. Farrell made a motion to approve the one-year renewal of the MOA between the CHRB and the OAG, with a second by Dr. Gibson. The motion passed unanimously.

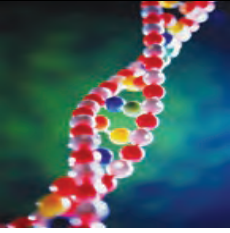
Meetings with Offices of Sponsored Programs at Virginia Institutions of Higher Education

Dr. Downs distributed two handouts:

- (1) Notes from a CHRB meeting with Virginia Commonwealth University's Division of Sponsored Programs and Division of Research Development; and,
- (2) Suggested questions for future meetings between CHRB and Offices of Sponsored Programs representatives at Virginia Institutions of Higher Education.

Dr. Downs asked the members to review handout (2) and respond individually, and solely, to Administrator Pace via e-mail with any additional questions or proposed revisions to the list of suggested interview questions. Once all members have responded to Administrator Pace, she will provide a cumulative list of proposed questions to Dr. Downs for review. A final list of suggested questions will be provided to all members prior to institution interviews.

Dr. Downs asked Administrator Pace to provide a list to the members of all institutions of higher education in the Commonwealth of Virginia, to include smaller institutions, with OSP contact information. Ms. Julia Spicer asked Administrator Pace to provide a history of CHRB grant awards that have been awarded to institutions of higher education.



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Discussion of Modifications to the CHRB Award Process

There was a discussion among members, and scientific consultants, of potential modifications to the CHRB Award Process e.g. changes to grant guidelines and application instructions to a simpler format; providing feedback to all Concept Papers regardless of whether they move forward to the next step in the process; what does the CHRB want to accomplish? Dr. Downs stated that outcomes from these discussions can be addressed in a future grant process e.g. preparation for the FY 2024/2025 grant process which begins in the spring of 2023.

Next Meeting:

Chair Robert Downs, Jr., M.D., moved that the meeting be adjourned. The motion was seconded by Dr. Farrell, voted upon, and passed unanimously by the Board. The meeting adjourned at 4:28 p.m.

The Board's next meeting will be **Thursday, December 8, 2022** at the Jepson Alumni Center, University of Richmond. The meeting will begin promptly at 10:00 a.m. At this meeting, the Board will review the Concept Papers submitted, as part of the 2023/2024 grant process, and review the panel's recommendations regarding which ones should be developed into Full Proposals. The Board then will determine which Principal Investigators will be asked to submit Full Proposals.