

Commonwealth Health Research Board Meeting Minutes for May 2, 2024

Members in Attendance:

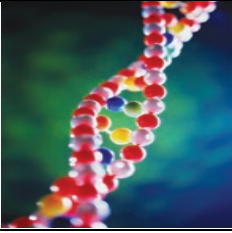
Robert W. Downs, Jr., M.D., Chair
Francis X. Farrell, Ph.D., Vice Chair
Thomas W. Eppes, Jr., M.D.
Ethlyn McQueen-Gibson, DNP
Andrew Kohler, M.D. (virtual via WebEx)
Neelam Azad, Ph.D. (virtual via WebEx)

Members Absent:

Rawle Seupaul, M.D.

Staff in Attendance:

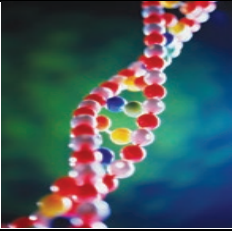
Erin E. Sprouse, CPA	Administrator
Raya Mandler, Ph.D.	Scientific Consultant
Merrill Mitler, Ph.D. (virtual via WebEx)	Scientific Consultant
Arnold Revzin, Ph.D. (virtual via WebEx)	Scientific Consultant
Calvin C. Brown	Senior Assistant Attorney General, OAG



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Others in Attendance virtually via WebEx Videoconferencing:

Principal Investigator/ Presenter	Applicant Institution	Presentation Participants
Sharon Swanger, Ph.D.	Virginia Polytechnic Institute and State University	No other presentation participants.
LiFang Yang, M.D., Ph.D.	Eastern Virginia Medical School	<u>Co-Investigators</u> Eric Feliberti, M.D., EVMS Aurora Kerscher, Ph.D., EVMS <u>Consultant</u> Gonghui Song, Ph.D., ODU
Michel Audette, Ph.D.	Old Dominion University Research Foundation	<u>Co-Investigator</u> Alex Kravchenko, Ph.D., ODU <u>Consultant</u> Robert Gherman, M.D., Luminis Health Maternal and Fetal Medicine
Petra Popovics, Ph.D.	Eastern Virginia Medical School	No other presentation participants.
Julius Nyalwidhe, Ph.D.	Eastern Virginia Medical School	<u>Collaborator:</u> Aditya Chakraborty, Ph.D., EVMS <u>Consultant:</u> Dean A. Troyer, M.D., EVMS
Sol Lim, Ph.D.	Virginia Polytechnic Institute and State University	<u>Co-Investigators:</u> Maury Nussbaum, Ph.D., VT Seongkook Heo, Ph.D., UVA
Alessandra Luchini, Ph.D.	George Mason University	<u>Co-Investigator:</u> Lance Liotta, M.D., Ph.D., GMU <u>Research Scientist</u> Barbara Birkaya, Ph.D., GMU
Wei Zhou, Ph.D.	Virginia Polytechnic Institute and State University	No other presentation participants.
Amanda Morris, Ph.D.	Virginia Polytechnic Institute and State University	<u>Co-Investigator:</u> Sanket Deshmukh, Ph.D., VT
Shihoko Kojima, Ph.D.	Virginia Polytechnic Institute and State University	<u>Collaborator:</u> Daniela Cimini, Ph.D., VT



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Call to Order:

Chair Robert Downs, Jr., M.D., called the meeting to order at 8:36 a.m. The meeting was held at the Library of Virginia, Conference Room A, 800 East Broad Street, Richmond, Virginia 23219-8000. A quorum was present for the transaction of business throughout the meeting.

Approval of Minutes:

Thomas Eppes, Jr., M.D., moved to approve the Minutes from the March 28, 2024 meeting. Vice Chair Francis Farrell, Ph.D., seconded the motion. The meeting minutes were then unanimously approved.

Chair Robert Downs, Jr., M.D., reviewed the instructions for presentations, the format for the presentations and the time limitations for each presentation.

CLOSED SESSION: FY 2024/2025 CHR B Grant Process Step Three: Presentation of 10 Full Proposals to the Board via WebEx Videoconferencing and Consideration of Second Year Funding for existing CHR B Grants

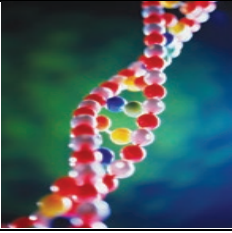
Vice Chair Francis Farrell, Ph.D., moved that the Board go into closed session pursuant to Virginia Code § 2.2-3711 (A) (8), § 2.2-3711 (A) (30), and § 2.2-3705.6(17) for the purpose of

Consultation with legal counsel employed or retained by the Board regarding specific legal matters requiring the provision of legal advice by such counsel regarding:

Information relating to a grant or loan application, or accompanying a grant or loan application, to the Commonwealth Health Research Board because disclosure of such information would (i) reveal 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, and (ii) be harmful to the competitive position of the applicant. Virginia Code § 2.2-3705.6 (17).

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

Vice Chair Francis Farrell, Ph.D., moved that the Board reconvene in open session. Thomas Eppes, Jr., M.D., seconded the motion. The motion was voted upon and passed unanimously. The Board adopted the following resolution by roll call vote.



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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.

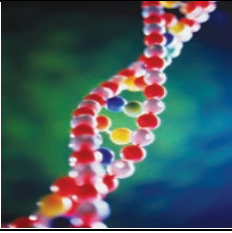
A roll call vote of members present was taken. Each approved this certification.

Results of Closed Session:

2024 Commonwealth Health Research Board Grant Awards

Thomas Eppes, Jr., M.D., made a motion that the following seven Principal Investigators receive a CHRB grant award for FY 2024/2025. Ethlyn McQueen-Gibson, DNP, seconded the motion. The motion was voted upon and passed unanimously. Administrator Sprouse will contact the following successful candidates regarding the outcome of the Board's decisions. She will also provide reviewer comments to those Principal Investigators who will not receive a grant award.

Principal Investigator	Institution
Sharon Swanger, Ph.D.	Virginia Polytechnic Institute and State University
Lifang Yang, M.D., Ph.D.	Eastern Virginia Medical School
Michel Audette, Ph.D.	Old Dominion University
Sol Lim, Ph.D.	Virginia Polytechnic Institute and State University
Alessandra Luchini, Ph.D.	George Mason University
Wei Zhou, Ph.D.	Virginia Polytechnic Institute and State University
Amanda Morris, Ph.D.	Virginia Polytechnic Institute and State University



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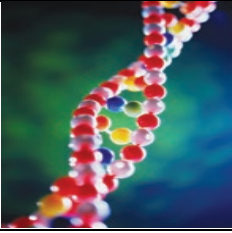
Recommendations for Second-Year Continued Funding:

Thomas Eppes, Jr., M.D., made a motion, with a second by Dr. Farrell, to continue grant funding for Year 2 for these seven grant awards, pending any outstanding reports, and to delegate authority to Chair, Robert Downs, Jr., M.D. to approve second year funding for #274-05-22 Tang, #208-01-23 Schulz, and #208-07-23 Yang pending additional scientific and fiscal review. This motion was unanimously approved.

Principal Investigator	Institution
Swadesh Das, Ph.D.	Virginia Commonwealth University
Diane Duffy, Ph.D.	Eastern Virginia Medical School
Robert Hinkle, Ph.D.	College of William and Mary
Andrew Lowell, Ph.D.	Virginia Polytechnic Institute and State University
Michael McVoy, Ph.D.	Virginia Commonwealth University
Peter Pidcoe, Ph.D.	Virginia Commonwealth University
David Cohen, M.D.	Virginia Commonwealth University

Proposed FY 2025/2026 CHRB Grant Guidelines and Application Instructions CHRB Policies and Procedures, CHRB Grant Agreement and CHRB By laws Effective July 1, 2024

Vice Chair, Francis Farrell, Ph.D., made a motion to approve the FY 2025/2026 grant related documents effective July 1, 2024. Thomas Eppes, Jr., M.D. second the motion. This motion was unanimously approved.



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CLOSED SESSION: Personnel and Budget Discussion

In accordance with the provisions of Sections 2.2-3711 (A)(8) and 2.2-3711 (A)(1) of the Code of Virginia, Vice Chair, Francis Farrell, Ph.D., moved that the Board go into closed meeting for the purpose of

Consultation with legal counsel employed or retained by the Board regarding specific legal matters requiring the provision of legal advice by such counsel regarding a personnel matter pursuant to Virginia Code § 2.2-3711(A)(1); more specifically: the administrative budget and terms, conditions, and salary of each of the scientific consultants' and the Administrator's contracts.

The motion was seconded by Thomas Eppes, Jr. M.D. The motion was voted upon and passed unanimously.

Merrill Mitler, Ph.D., M.P.H. and Arnold Revzin, Ph.D. were not present during the personnel and budget discussion.

Dr. Farrell, Vice Chair, moved that the Board reconvene in open session. Dr. Eppes seconded the motion. The motion was voted upon and passed unanimously. The Board adopted the following resolution by roll call vote.

CERTIFICATION

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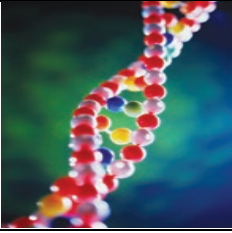
WHEREAS, Section 2.2-3712 of the *Code of Virginia* requires a certification by this Board that such closed meeting was conducted in conformity with Virginia law;

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.

Thomas Eppes, Jr., M.D. moved that the Board approve the CHRB Administrative Budget for FY 2024/2025 in the amount of \$585,814.61 to include \$33,736.94 for fiscal services to be provided by the Department of Accounts (DOA) to the CHRB, a 3% increase in salary for the CHRB Administrators, and an hourly increase for each of the scientific consultants. Dr. McQueen-Gibson seconded the motion and it passed unanimously. A breakdown of the DOA fiscal fee is provided in Attachment A. The contents of Attachment A are incorporated here by reference thereto as if they are fully set forth here.

Thomas Eppes, Jr. M.D. moved that the Board delegate approval of the MOU between the CHRB and the OAG to Chair, Robert Downs, Jr., M.D. Dr. McQueen-Gibson seconded the motion and it passed unanimously.



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Thomas Eppes, Jr. M.D. moved that the Board delegate approval of the MOU between the CHRB and the Department of Accounts to Chair, Robert Downs, Jr., M.D. Dr. McQueen-Gibson seconded the motion and it passed unanimously.

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 3:35 p.m.

The Board's next meeting will be **Thursday, December 5, 2024** at the Library of Virginia, or at a location to be determined. 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 2025/2026 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.