



**ICR Governing Board Meeting**

**July 15, 2022 12:00 – 1:00 pm**

**Meeting By Zoom:**

<https://csupueblo.zoom.us/j/94062553555?pwd=SGoyVy84cmcvblp0Z2NOcCt4LzRqdz09>

**Meeting Minutes:**

**In Attendance: Dr. Chad Kinney, Dr. Cinnamon Bidwell, Dr. Tim Mottet, Dr. Sue Sisley, Mr. Sherard Rogers, Dr. Jon Reuter, Dr. Joanna Zeiger, Ms. Elyse Contreras, Dr. Jeff Smith, and Ms. Wendy Fairchild**

**I. Welcome (12:00-12:03pm) Dr. Bidwell**

**II. Consent Agenda (12:03-12:08pm) Dr. Bidwell**

- a. Minutes from 05/13/2022
- b. Minutes from 06/23/2022  
Dr. Reuter - minor adjustments on minutes - read as range on page 3 line four Page 4 typo - ICR II subsection B III. ICT to ICR  
Motion to Approve – Dr. Zeiger and Dr. Reuter; approved
- c. Budget Request – FY24

**III. Welcome Dr. Jeff Smith – interim ICR Director (12:08-12:13pm) Dr. Bidwell**

Dr. Smith calling in and thanks the board for supporting him - extends invitation to board to reach out to him and will reach out to all when he returns from leave. At any point feel free to reach out to him. Thanks again, and will stay on the phone throughout meeting. Dr. Zeiger - welcomes Dr. Smith-

**IV.RFP FY23 Updates (12:13-12:23pm) Dr. Kinney**

- a. RFP Status  
Dr. Kinney -We are close to making announcements - final details, little behind behind on the schedule - announcements out next week. Reiterates that Ashley Minnich has done outstanding job of overseeing RFA process - graciously taken this on and nearly done - expect to fund 5 projects - these range in topic area, will fully expend the monies budgeted for new projects
- b. Next Steps  
Awardees will be notify by email Assuming PIs and institutions accept the award, research contracts will be drafted. On track to meet the goal of start dates in October.

Will gather headshots and non-technical summaries and post these on the website

Dr. Mottet and Ms. Contreras both thank Ashley for this assistance - timely and answered many questions

Ms. Contreras - concerns about clarity and process needs to be more formalized - she will offer to Dr. Smith help with ICR to get this formalized - Dr. Kinney - document outlines review process so this will be a starting point - Ms. Contreras concerned about the board responsibility with the

RFP and reviewing - needs guidelines and topics to prioritize - 2 basic topic areas - needs process to establish funding and priorities - ICR should be reaching out to other state agencies to see what their priorities are = knows of groups that provide feedback and assist with prioritizing - RFP looks fine just needs clarification for program priorities

Dr. Bidwell heard that the reviewers were very prominent within the field - heard from cannabis research community that this was impressive - Dr. Sisley asked about prominent reviewers - blind review so Dr. Kinney can't reveal names at this point

Dr. Kinney - our problem is small list of applicants and reviewers so not much of a stretch to figure out which reviewers may have worked on a given proposal - Dr. Williamson was very supportive as well so Dr. Kinney will pass along kudos to Ms. Minnich and Dr. Williamson

Dr. Sisley asks that we create one pager of awardees for lobbyists

## **V. Annual Report (To be distributed ahead of the Board Meeting, 12:23-12:33pm) Dr. Kinney**

### a. Preview

b. Statutory Requirement - Comments from Board to go accompany the Annual Report to Legislators (Please feedback forward to Wendy by July 29<sup>th</sup>)

c. Recommendations for content or formatting changes for next year.

- Dr. Bidwell would like comments on Cover letter – should have direction on ICR – both looking back and forward
- Send recommendations for revisions in format and content to the ICR for the next AR by April
- Dr. Bidwell loved outreach and dissemination – may want to make more prominent in future report
- Dr. Mottet liked the abstracts – research relevant by State perspective
- Ms. Contreras – looks great, Chad acknowledges Ms. Fairchild's efforts with AR
- Please send further remarks to Dr. Smith

## **VI. Transition Plan for Interim Director (12:33-12:45pm) Dr. Bidwell and Dr. Kinney**

### a. Preliminary Plan

### b. Board Recommendations

- Focus of Board – support of Dr. Kinney and Smith is key to transition
- Ms. Fairchild and Dr. Smith will work with subcommittees to introduce the work each does
- Dr. Reuter would like to see the transition document – Dr. Kinney will send transition document to Dr. Bidwell next week.

### c. Responsibilities

- Dr. Bidwell asks Board what they would like in communications – progress of goals – she will develop process and would like to hear back from all
- Dr. Zeiger – conference and transition – how will this impact – would like to continue discussion regarding Oregon as unhappy with OSU – would like one ICR hosted conference
- Dr. Bidwell hopes to bring this forward in September
- Dr. Kinney – continuity with Daphne Plump – have contract in place
- Dr. Smith asks for regular feedback including suggestions, criticisms, etc. – will be helpful to receive feedback regularly

**VII. Fiscal Yearend Close Out (12:45-12:55pm) Dr. Kinney**

- Close to spending 1.8 million, \$700 shy of spending all – as part of long bill we have role forward authority of up to \$250,000 of the research dollars
- We extended up to 25% role forward = some rolled full 25% forward some very little – supply chain issues and participant recruitment are key factors necessitating role forward.
- For the new fiscal year roll forward amount up to \$500,000 of research dollars
- ICR is in Good shape, finished well
- Ms. Contreras – is it difficult to get the \$500,000 amount raised? Dr. Kinney, says it is unlikely unless good reasoning why money wasn't spent – A special request can be made for additional roll forward if needed, but it would be ideal to stick to the roll forward being focused on supporting research
- Dr. Kinney ask Dr. Smith to be aware of progress of research spending – be proactive with PIs to get monies spent

**VIII. Public Comment (12:55-1:00pm) Dr. Bidwell**

**Adjourn 12:57**