

Agenda Item II.a.

ICR Governing Board Meeting November 20, 2024

1:00 – 2:00 pm

Meeting By Zoom: <https://csupueblo.zoom.us/j/91807976090>

Meeting Minutes:

In Attendance: Dr. Joanna Zeiger, Mr. Scott McWhorter, Dr. Jon Reuter, Dr. John Harloe, Dr. Cinnamon Bidwell, Mr. Mike Hennesy, Dr. Melissa Reynolds, Ms. Elyse Contreras, President Armando Valdez, Ms. Emma Hudson, Mr. Michael McMaster, Dr. Gail Mackin, Ms. Ali Leonor, Dr. Jeff Smith, Ms. Wendy Fairchild, Dr. John Williamson, and Dr. Chad Kinney

Not in Attendance: Dr. Malik Hasan, Mr. Sherard Rogers

- I. Welcome (1:00-1:02pm) Dr. Reuter
- II. Consent Agenda (1:02-1:05pm) Dr. Reuter
 - a. September Board Meeting Minutes
Motion by Dr. Harloe and Dr. Bidwell seconded – all approved
 - b. October Board Meeting Minutes
 - c. RFA 2021 ROI Document - Revised
 - d. ICR Fast Facts ½ pager (front and back)
 - Dr. Bidwell would like more emphasis on driving research, legislature, and public health.
- III. Government Relations Update (1:05-1:15pm) Emma Hudson and Dieter Raemdonck
 - Colorado – 3 seats switched from Dem to the Rep – 43 Dem seats in the Senate -no longer super majority –Senate –23 Dems in Senate, one vote off of super majority.
 - 22 new house members coming in – if you live or work in district with new member, may want to consider introducing yourself as expert in field – potential for 16 years with new members (many Senators come from the house).
 - Budget – Gov budget came out – updates that Gov proposed static funding for ICR – not an increase but no cuts to our budget – positive outcome at this point.
- IV. SWOT Analysis (Draft distributed with the agenda; 1:15-1:33pm) Drs. Reuter and Kinney
 - a. Discuss draft analysis and action plan
 - Dr. Kinney - Discussed analysis – proposed action list
 - Dr. Reuter – suggests tracking updates with regular updates and requests specific steps to each action item. Asks if action items can fall nicely within existing subcommittees.
 - Dr. Kinney – Can consider identifying subcommittees roles – activities may also fall to ICR staff.
 - Dr. Bidwell – recommends Drs. Kinney and Smith can work on development of ideas and bring to subcommittees or board for feedback
 - Dr. Reuter - Asks how this list compares to last year? Have we successfully eliminated some items.
 - Dr. Kinney – There are examples of items being successfully completed and some that are ongoing. Some of the activities are already being addressed in the time since the Board Retreat
 - Dr. Reuter – can we send new members of the legislature our AR? Dr. Kinney like this.
 - Dr. Reuter suggested this include short cover letter and intro.
 - Dr. Bidwell – communications and public relations section – is this Kyle Blakely?

- Dr. Kinney – it is with Kyle. New ad hoc meeting to allow more engagement with Board. This will be a public meeting – will start on first Wednesday of the month.
- Dr. Bidwell – Requests an agenda from Kyle for the ad hoc meetings. For post grant administration of ICR funded projects– supports the checklist and flow charts, would like to see improved accessibility of communication and 2-way communication, and asks for staff training for grants administrator.
 - Dr. Kinney acknowledge the requests and identified that professional development opportunities are being considered
- President Valdez– didn't see action plans on the analysis to enhance the relationships between ICR and CSU Pueblo. How can we enhance this partnership?
- Mr. Hennesy inquires about what engagement looks like?
 - Dr. Kinney – depends on what the org is – some we meet with regularly; some we engage around the conference – engaging clinicians is an area for improvement
- Dr. Zeiger – suggests communicating with medical societies - Send emails, etc. - We want them to come to our conference - Suggests sending to medical societies – AMA, etc.

V. Future Annual Reports (1:33-1:40) Dr. Kinney

a. 100% Electronic vs. Electronic and Print

- Electronic has become primary mechanism of sharing the report – should we just focus on electronic? would like feedback – Maybe Flipbook style as with conference? Electronic – flip book (similar to CRC Program)
 - Ms. Contreras – requests these be highly accessible documents – created to meet the compliance of ADA.
 - Dr. Zeigler Also, registering for conference -still offer printed but request this in advance.
 - Dr. Reuter– who is main user? Dr. Kinney - Legislators, legislators, in the past the Board of Governors, other cannabis research organizations etc.
 - Dr. Zeiger prefers the flipbook style.

VI. Subcommittee Updates (1:40-1:55pm) Dr. Reuter and Subcommittee Chairs

a. Research – Ms. Elyse Contreras

i. RFA Announced (<https://www.instituteofcannabisresearchcolorado.org/research-projects/funding-opportunities/>)

- RFA came out – LOI deadline December 16 – research subcommittee meeting to start up again soon
- Dr. Kinney – work related to review process still has time
- Research Subcommittee – Ms. Fairchild will work with scheduling.

b. Fundraising – Dr. John Harloe

- Very busy time – cry for more help for sponsorships, attendance, etc.
- Saga of bank account – no great update at this time.
- Alternative is to create 501C but will take 4-5 months
- Finalizing venue.
- Dr. Kinney– google sheets set up for invitees, which will be share with the Board – keep thinking about names of folks interested in the opportunity to support cannabis research.

i. Target Date – Feb. 27, 2025

ii. Account/Nonprofit update

iii. Donor Prospects

iv. Donor Advised Funds

c. Conference – Dr. Joanna Zeiger

- No venue yet – initially suggested venue did not meet the expectations – Oct 1-3rd – hoping to get something locked down before the end of the year.
 - Dr. Kinney - does Daphne have a good set of criteria?
 - Dr. Zeigler – Yes - shared criteria – prefer to be located somewhere other than an academic, cost, location (e.g. accessible to restaurants), ideally a more city centered location.
 - Dr. Zeigler - Working on document (SOP) that outlines conference planning processes to make the planning process more efficient, will eventually share with Board
- d. Budget – Dr. Cinnamon Bidwell
- Contract with Springer Nature – reviewed and back with SN
- e. Ad hoc – Marketing and Communication (1st Wed of the Month at 2pm).
- Ms. Fairchild will send meeting information out before end of week.

VII. Public Comment (1:55-2:00pm) Dr. Reuter

- Meeting adjourned at 2:00