

PCIC Board Meeting Minutes
Tuesday January 10, 2017
In-Person and Conference Call
1:00pm-2:30pm

Board members present: David Buck, David Finn, and Richard Lee
Board members joined via conference call: Nathalie Folch
Staff members present: Bryan Bolton, Kallol Mahata
Board Meeting Minutes taken by: DeeAndrea Phillips
Documents distributed through email: Consent and Regular Agenda

Meeting called to order: 1:10pm

A. Comments on Consent Agenda:

1. Board Minutes
 - a. Approved by Board Members through email.
2. Financials
 - a. Bryan Bolton explained all financial documents. Bryan explained Base Budget as well as Grant Income.
 - b. Dr. Buck informed the board about the Arnold Foundation grant. He explained to the board that Erica Brown provided apologies on their board's decision, and offered to help PCIC with anything outside of the Arnold Foundation Grant.

B. Regular Agenda:

1. General Updates

A. Board Resignations and Nominations

1. David Finn briefly discussed PCIC's recent board resignations.

Next Steps:

- a. David Buck and David Finn discussed using Attorney Dennis Gallitano, IP attorney, as a resource. Dennis has reached out and we're actively working with him.
- b. There was also discussion regarding required criteria of a PCIC Board member. This included commitment, interest, and skill set to provide to our board. Gaps identified were in communications/marketing and IT Sales.
- c. Dr. Buck will connect with Bubba Silberstein to seek advice on our communications efforts.

B. Sustainability Report

1. Bryan Bolton explained all budgets and contracts to board members. EHF Grant was postponed by 4 months, but PCIC has been awarded \$250,000.

Next Steps:

- a. Richard Lee asked to have a balance sheet included in the budget.

C. Camden Conference

1. Dr. Dave Buck explained the PCIC visit and involvement with the Camden Conference.

2. Kallol explained how PCIC is lacking real time data. PCIC is now working with Patient Ping in order to resolve this issue.

D. Website Presentation

1. Kallol explained the effort and the time frame for the website – hard launch is Jan. 31st.

C. Strategic Planning

A. MVP Focus & Strategic Plan

1. Dr. Dave Buck explained a possible Research Fellow Position that would be fully funded by PCIC.
2. Richard Lee asked a few questions regarding PCIC's Facebook site.

Next Steps:

- a. Bryan explained we'd like to work with a UH Master's Degree student who can assist with social media and other communication efforts.
- b. Kallol explained there would be more tech roles necessary with expanded IT infrastructure plans.

C. PCIC Move Committee

1. David Finn suggested a gentleman by the name of Matt Baker. He is now stationed in Tennessee but willing to help PCIC.

Next Steps:

Bryan will create a structure on the impact of PCIC moving forward. (Pro's and Con's).

D. Additional Concerns:

1. PCIC In-Person board meetings will be held January, April, July, and October for a duration of 1 hour and thirty minutes. Virtual conference calls will be held in the off months for one hour each.

Meeting adjourned: 2:30pm