



IGEM Council Meeting
February 1, 2018
Idaho Department of Commerce
700 West State Street, Boise – J.R. Williams Building
Second Floor – Sawtooth Conference Room

IGEM Council Members Present:

Rick Stott
Bill Gilbert
Representative Luke Malek
Dr. Noel Bakhtian
Senator Kelly Anthon
Dr. Neels Van der Schyf

IGEM Council Members on Phone:

Dr. Janet Nelson
Bobbi-Jo Meuleman
Mike Wilson

Idaho Commerce Staff Present:

Matt Borud, Marketing and Innovation Officer
Carmen Achabal, IGEM Manager
Cindy Lee, Grants Manager
Laura Conilogue, Administrative Assistant

Others in Attendance:

Christopher Faisal, Idaho State University

Others on Phone:

Jeremy Tamsen, University of Idaho

Call to Order

Bill Gilbert called the meeting to order at 9:05 am.

Welcome Director Bobbi-Jo Meuleman

Bobbi-Jo Meuleman was welcomed as the new director of Commerce.

Approval of Minutes

Senator Kelly Anthon motioned to approve the Dec 21, 2017 previous meeting's minutes. Names were removed from the minutes.

Dr. Noel Bakhtian seconded. All in favor. No discussion. **Motion approved.**

IGEM Investment Subcommittee Update

There are nine positions on the IGEM Investment Subcommittee (ISC). Seven are currently filled. The Council would like to add Megan Ronk to the ISC. The Council is also looking for an investment subcommittee member with a technical background and/or someone who possesses a scientific background.

Representative Luke Malek moved to approve the IGEM Investment Subcommittee membership addition.

Dr. Noel Bakhtian seconded. All in favor. Motion approved.

Application Review Recap

There were three applications that the ISC reviewed. None were recommended to go before the Council. The ISC provided guidance on additional information that each application was lacking. Each applicant has been notified and they have the option of applying again. IGEM will soon start the third round of applications.

Project #2810: Femtosecond Laser Etched Bragg Grating Sensors: \$250,000 of the \$320,567 request is for a capital expenditure. This proposal is from a company that has an existing IGEM project. The Council wants to see how their first grant goes before they get a second one.

Project #2829: Next Generation School Bus Management System: The application was considered incomplete. The ISC will not consider an application that is incomplete.

Project #2824: Commercializing Biochar Production through Advanced Data-Driven Decision Making: The ISC felt that this application needed a more thorough market analysis, and experts in biochar production are not convinced that the application/process is better/more efficient than anything else in the field.

No Cost Extension Consideration

Idaho Commerce received a formal request from Boise State University (BSU) and Idaho State University (ISU) to extend the “Flexible Sensors Assisted Miniaturized Air Scrubber For Protecting Stored Potatoes” project from April 30, 2018 to October 31, 2018. The request for a No Cost Extension will provide the research team time to complete extensive testing of the humigator using all three test models of bacteria (E.coli), yeast/mold spores (S. cerevisiae), and viruses (bacteriophage). No additional funds are being requested.

Senator Kelly Anthon motioned to approve the No Cost Extension.
Representative Luke Malek seconded. All in favor. No discussion. **Motion approved.**

Program Administration consideration

Idaho Commerce asked for the authority for the IGEM Program Manager to approve No Cost Extensions and/or Budget Modifications when the following circumstances exist:

- No material change(s) to the scope of work, project milestones, or key project personnel.
- Extension is less than six (6) months in duration. Projects extending into the following fiscal year would be contingent on DFM approval.
- Budget modification is not to exceed \$10,000 and is limited to previously identified budget line item(s).

The Council would be notified after a No Cost Extension and/or Budget Modification was approved by Commerce. There may be instances when a project falls under these specifications, but Commerce might opt to bring it before the Council for consideration.

Representative Luke Malek moved to give authority to the IGEM Program Manager to approve No Cost Extensions and/or Budget Modifications if the previously discussed conditions exist in the proposal.

Mike Wilson seconded. All in favor. No discussion. **Motion approved.**

Review Action Items

The next Council meeting will be a milestone review on some of the IGEM projects that have been funded. The Council would like the Vice Presidents of Research (VPR) in attendance as well as the industry partners. The Council decided on the next meeting will be May 11, 2018. The meeting will be between five to six hours in length.

Round three of applications are due on April 6, 2018.

Public Comments

A comment that having the exact role of the subcommittee, and what they are specifically looking for would be a helpful addition to the IGEM website. Commerce agreed they would add that information.

Adjourn

Dr. Neels Van der Schyf moved to adjourn the meeting.

Bobbi-Jo Meuleman seconded. All in favor. No discussion. **Motion approved.**

Bill Gilbert adjourned the meeting at 9:47 am.