Executive Committee Meeting Minutes
April 12th, 2013; 10:00AM – 12:00PM
Nova Southeastern University

Attendees: Dr. Irma Becerra-Fernandez, Dr. Gary Margules, Mr. Andrew Duffell, Dr. Jaap Donath, Ms. Jennifer Ramos Hernandez, Ms. Ali Soule, Mr. Husein Cumber, Dr. Matthias Haury, Dr. Andres Gil, Mr. Shawn Rowan, Mr. Casey Lunceford, Dr. Roy Pocknee, Dr. Philip LoGrasso, Dr. Susan Webster, Dr. Rolando Montoya, Dr. Heather Belmont, Dr. Jennifer O'Flannery, Todd Holt, Amy Ellis, Jenesis Ramirez, Alina Parbtani

I. Welcome
Dr. Becerra-Fernandez thanked all those in attendance for participating either through their physical presence or by calling in.

II. Review of Meeting Minutes – January 31, 2013
Dr. Becerra-Fernandez motioned to approve the January 31, 2013 Life Sciences South Florida (LSSF) Executive Committee meeting minutes and they were approved.

III. Old Business

A. LSSF STEM Undergraduate Research Symposium
Dr. Belmont: We are proud to announce that over 70 students from the South Florida region participated. This was a unique experience and one of the most unique features was our speaker Dr. Edith Witter. She is the scientist who was able to capture the deep sea giant squid on camera. This exploration and discovery was featured on the Discovery Channel. The student winners were delighted with their prizes, which were iPads and mini iPads. We hope that our industry representatives are able to bring in more industry representation to the symposium next year. This conference was really about the students and that was something the students found enjoyable. However, for next year it is critical to bring in the presence of more industry and we will need the help of our economic development partners to help us recruit industry representatives.

Dr. Margules: The Dean of Nova Southeastern University, Arts and Sciences, was really very impressed with the event.

Dr. Donath: I was impressed with how well students were able to explain complex research in laymen terms. The students were so comfortable and well versed in their research and the sciences. It was a talented group of students.

Dr. Becerra-Fernandez: I thought it was a tremendous event. I heard from students that they were very happy to be able to interact with their peers and share their passion for research. I want to invite all the universities to consider having their graduate schools represented at the symposium next year. I also think it would be a good time to invite local high school students as guests. I would like to invite Matthias and Philip to think about possible featured speakers for next year. We would like someone engaging and someone that students can relate to.

Dr. Gil: We are looking forward to hosting the conference at FIU next year and Dr. Charles Bigger will lead in organizing the event. Dr. Bigger has a lot of experience organizing symposiums for students. He is retiring in August, but he will continue to do some consulting for the Research Office and part of the consulting he will do for us will be leading this effort at FIU next year.

Dr. Becerra-Fernandez: We will present a spreadsheet with how the funding secured was spent. The budget was mostly spent on catering cost and the student prizes.

Dr. Belmont: I want to thank the committee members. They worked tirelessly to coordinate this event.

Dr. Becerra-Fernandez: I would also like to thank the judges for their participation. Overall, Dr. Belmont set the bar high for next year. Thank you for your hard work leading this effort.

B. IT Analytics Group:

Dr. Becerra-Fernandez: Companies struggle with IT talent. This is interesting because we graduate a significant number of students with IT talent. Our graduates often have difficulty finding jobs after they graduate in the region and they leave Florida for enticing job offers. If we made a more concerted effort to attract young graduates to industries in the region, this would be beneficial.

Dr. Margules: There was a discussion on brain drain. There is a disconnect between the students we educate in IT and the people we hire in IT. We educate many, but only a few stay. We are working on determining what is happening to our 800 NSU Information Technology PhD students. We want to know where they get hired.

Mr. Swindell: Who would we connect with to get involved in the discussion on the gap in IT? We are creating an Asset Map and Industry Cluster of IT and we would like to be involved.

C. BioFlorida Sponsorship

Dr. Becerra-Fernandez: I am happy to announce that we have successfully submitted our BioFlorida Silver and Breakfast Sponsorship for a total amount of $8,500. The event will take place September 15 through 17 at the Tampa Marriott Waterside in Tampa, Florida. Closer to the conference date we will coordinate some volunteers to represent Life Sciences South Florida at the LSSF booth.

Dr. Donath: My suggestion is that we create a unified brochure to represent LSSF. When would you like to begin planning?

Dr. Becerra-Fernandez: Let's form a small committee to work on a unified brochure. Jennifer O'Flannery, Jennifer Hernandez, and Amy Ellis will form the committee.

Dr. Margules: I would also like to add that on April 18 at 5:30pm there will be a BioFlorida event at the University of Miami Life Science and Technology Park for those interested in attending.

D. LSSF and Seven50 Partnership:

Dr. Becerra-Fernandez: We are currently working on drafting a simple agreement. What is your opinion, should each committee member sign the final agreement or should President Rosenberg sign on behalf of LSSF?

Dr. Montoya: I motion that President Rosenberg sign on our behalf.

*There was agreement on this item and no objection. President Rosenberg will sign the final agreement on behalf of Life Sciences South Florida executive committee members.

IV. Subcommittee Reports

A. STEM K-20 Student and Workforce Development

*The report and update was given in old business.

B. Shared Technology and Communication Portal

Dr. Margules: The greatest progress has been made with the infrastructure and design. The platform has evolved since we last met.

Dr. Webster: The overall objective for the portal was to have a platform where all users can view the inventory and have it open to the member institutions and potential industry partners. The pilot institutions are: Florida Atlantic University, Florida International University, Max Planck Florida Institute, Nova Southeastern University, and University of Miami. The next few PowerPoint slides are snapshots of what the portal looks like. There are links to the institutions that are involved. All institutions will be listed, currently only links to the pilot institutions are displayed. We want to add "services" to the portal. Right now we are focused on getting it developed and running. There is a search box that exists on every page to facilitate users' searches for equipment. Users can type in the name of a piece of equipment in the search box. We wanted to take this opportunity to show you the portal and send out the research resources portal survey again so that you all have the opportunity to give us your feedback on the use and design of the portal. I have found this project very useful internally; it has helped us learn more about all the equipment we have at each college or school at FIU. I am certain it will benefit all the LSSF partners in a similar way. The survey we would like you to fill out focuses on the future of the portal. We will clarify some items and will send out the revised version of the survey in the next couple of days. I would like to point out 3 items that need revision: question #2, question #5 (as we move forward how should this portal be managed and financed), and question #7. Please feel free to add thoughts, innovations, and ideas when you send us your survey. We ask that you get the survey back to us by Friday, April 19th. Jenesis will provide the Executive Committee with the PowerPoint and the revised survey.

Dr. Becerra-Fernandez: Before we conclude this subcommittee report I want to thank Susan Webster, Chris Mootoo, Mathias Haury, Bobby Grillo, Ivan Baines, and Andres Gil for working so hard to push this effort forward.

C. Asset Map and Cluster Analysis

Mr. Duffell: This RFP for the Asset Map and Cluster Analysis was sent to about a dozen companies. Three proposals were received. One proposal was eliminated because it did not meet the needs detailed in the RFP. The two proposals that met the requirements of the RFP are between $200,000 and $210,000. I would like to invite the committee as a whole to discuss options and funding.

Mr. Swindell: We were meeting with Citrix Systems, Inc. We have contacted the company that has created regional maps. There will be a physical poster with the companies on there. We want a variety of companies with different specialties to be identified. Motorola, Google, Blackberry will all be included. The digital version of the cluster analysis will take you to each company's website. $5000 was the initial startup cost. If you are a company and meet our criteria and want your logo on the map it will be $150-$200 per company if they want their logo to be included. We want to partner with Manny Medina in the conference in May 2014. We know this will help the industry grow in the region. We want to tell our story of tradition in South Florida and we want companies from all 3 counties represented. Both small startup and well established companies should be on our map. The next part will be search engine optimization. Techgateway.org. Please contact Mr. Swindell at bswindell@gflalliance.org with any questions.

Dr. Donath: If we wanted to modify the RFP and present it as an LSSF internal bid, how would data be collected?

Mr. Duffell: Perhaps an undergraduate or graduate student can do this as a project. They can gather the data and then put it into an organized format.

Dr. Montoya: This could be redesigned into a grant project.

Dr. Belmont: We can put the new RFP out as a bid to our faculty for the graduate and undergraduate students. Summer is coming up and they are looking for ways to fund their projects. We can present this as an internal bid.

Dr. Margules: BioFlorida has a database.

Dr. Montoya: One Community One Goal has a huge database as well.

Dr. LoGrasso: This is an informatics project that's not too difficult to complete.

Dr. Montoya: The PI needs to be a faculty member who supervises a group of students. After we approve the RFP and the cost we can present it internally.

*Andrew Duffel will restructure the RFP and prepare it to be distributed internally in the LSSF institutions.

D. Talent Recruitment

Dr. Margules: During the call of the economic development organization on April 2nd, there was consensus on the need to match the right student with the right job. The other aspect was the red tape associated with the process that is required when a business and college partner through

internships. Yet another aspect that businesses are concerned with is legal issues. There is a common thread with this initiative and initiatives like the shared communication portal. We can create a united database and website service that facilitates how companies can find the right match between student and company.

Dr. Montoya: The health sciences sector has a better infrastructure for residency, internships, and clinical in different locations. We have employees who only focus on maintaining relationships with hospitals and medical practices. The challenge is creating this system for the areas of engineering and life sciences. We should have an ambassador at each institution that will make this process simple for businesses.

Dr. Belmont: BioFlorida had created a database for internships. Can our individual schools become connected with that? The portal is not being utilized to its maximum capacity.

Dr. Montoya: We need to make this process a more face-to-face and personal experience. There needs to be a connection between a responsible authority in the company and one in the college. The connection is fundamental. In the questionnaire we should ask who would be the point of contact. All the interns we have been able to place have been through personal networking. As soon as we have the questionnaire I think it should be sent to BioFlorida, as well as Chambers of Commerce. Also, if we develop a simple and organized system perhaps the local business will be enticed to hire interns.

Dr. Donath: We may also want to consider distributing the survey at the May 8th OCOG meeting.

E. Regional Conferences and Webinars:
Dr. Becerra-Fernandez: In terms of our webinars, as usual, I encourage all of you to promote within your own institutions. Also, if you all have any recommendations of industry leaders we can invite as speakers, I would be happy to reach out to them. If anyone does have recommendations please email Jenesis their contact information. Our next webinar will be next Tuesday April 16th at 12:30pm. The speaker will be Meridith Rentz CEO of MedShare. I invite you all to attend the webinar on Best Practices for Medical Surplus Recovery. Please take a look at the webinar log-in information in the flyers in your packets.
*Jenesis will send Dr. Donath the link to webinars so he can include them in the Beacon Council newsletter.

Dr. Pocknee: In terms of scheduling speakers it may be very effective if each institution identifies one speaker.

Industry Report:
      Husein Cumber, Executive VP of Corporate Development
      Florida East Coast Industries, All Aboard Initiative
      (See PowerPoint presentation)

Action Items:

1. Dr. Becerra-Fernandez will distribute a spreadsheet of expenses for the LSSF STEM Undergraduate Research Symposium to all LSSF Executive Committee members.

2. A committee composed of: Jennifer O'Flannery, Jennifer Hernandez, and Amy Ellis will work on a unified brochure for the 2013 Annual BioFlorida Conference.

3. Once the partnership agreement document between LSSF and Seven50 is finalized, President Rosenberg will sign on behalf of LSSF Executive Committee.

4. Jenesis Ramirez will redistribute the revised Research Resources Portal survey to the LSSF Executive Committee for their feedback.

5. Andrew Duffel will restructure the Asset Map and Cluster Analysis RFP and prepare it to be distributed internally.

6. Dr. Becerra-Fernandez will contact BioFlorida and explore the possibility of tapping into their internships database.

7. Jenesis Ramirez will send the finalized online regional internships survey to a pilot group of LSSF members. Once their feedback is received, the survey will be distributed to BioFlorida members and the Chambers of Commerce.

8. Jenesis Ramirez will send Dr. Donath the link to LSSF webinars so that he can include them in the Beacon Council newsletters.