



NASA Ames Contractor Council
Meeting Minutes
November 1, 2017
Building N200, Jack Boyd Committee Room

<u>Position</u>	<u>Name</u>	<u>Organization</u>	<u>M/S</u>	<u>Phone</u>
NASA Representative	Deb Feng	ARC	200-9	4-0256
President	Kimberly Salazar	SGT	269-3	4-5353
Vice President	Jasmine Ali	Bay Systems	J 28-	510-415-0917
Treasurer	Mike Weiss	Jacobs Technology	227-4	4-3434
Secretary	Sandra Rasmussen	Critical Real Corp.	Sunnyvale	408 270-2188

Call to Order

Deb Feng update

- Last week there was a forum with united Negro College Fund, and they are trying to establish a presence in this area. Looking at AMES to partner in growing and supporting this endeavor. Some AMES people will visit their colleges to build that relationship
- AMES failed our quality audit in 2015. We are involved in talks about culture change that have to happen in order to have future successful results. Specific space flight hardware certification processes is a problem area we need to address. Once we know the culture change AMES will inform ACC about what the expectation will be. We need a new look on how we do space flight.
- We don't have many admins for the executive groups. We have a lot of contractors doing the work. If any subs are providing admin work, please make sure they are trained properly on correspondence. Not getting good quality workers. Correspondence manual is something they need to be very familiar with.
- Bill McNally visited and is aware that we have a shortage of people. Retention is a problem due to retirement, salary in a high cost of living area. They are getting ready to get more shared contracts across centers. Less competitive opportunities.
- Dec 6th Mission support program lead will be here to discuss these issues. If you want to hear what the direction civil servants are going to, come listen to Janet Petro.

Business Items

ACC President's Report - Kimberly Salazar

- Approval of the minutes Jasmine made a motion, minutes approved
- To help the college: send name of company and link to careers page so that the colleges can easily see what we have available. Send to Kimberly or Faten
- The admin roles will be grouped in the future by one group. Currently they are spread over several companies. Encourage current message stating that Admins please become familiar with the Correspondence Manual.
- Make sure your info is correct on the ACC website and send Kimberly confirmation or corrections.
- Waiting to hear whether Kenny from the Exchange will buy and sell our Calendars.

ACC Vice President's Report - Jasmine Ali

- Jasmine has had a lot of requests for information from McNally's meeting. She is requesting that people who attended the meeting please send their notes to Jasmine, and then she can consolidate and send out

ACC Treasurer's Report - Mike Weiss

- Financial reports from Mike were distributed. Mike was unable to attend.

ACC Secretary's Report – Sandra Rasmussen

- No report

Committee Reports

Small Business – Jasmine Ali / Saba Hussain

- Showcase was a big success
- Let's consider next year having large businesses have a table and small businesses meet them
- List of attendees have gone to Kimberly. Question on whether we should send out the info. After some discussion, the Council felt that the event is a networking opportunity with the expectation of their info being readily available to anyone. Kimberly will distribute.
- Nasa industry forum in October –
 - Summary is being put together and be presented in December and Kimberly will send it out the summary when completed
 - NIF has started to evaluate the health of the industry. After the evaluation, they can see how we can be improved. This is a huge undertaking and will take some time.

Ames Calendar – Faten Mansour

- Final proof of the calendar is ready. The quality is very good and it looks great.
- We plan on producing 600 calendars
- Name of the company making the calendars is Cyber Press
- Sign-ups for selling calendars after Thanksgiving is being distributed.
- Perhaps we can consider selling them on line.

Marketing Communications – Renee Mitchell

- Photos have been downloaded from the Showcase and will work on the blog next week. Jasmine can identify the names of people. Will have this ready for the blog as soon as possible.

Imagination Foundation – Kimberly Salazar

- Grant request from Grail Family Services supporting math concepts into the Alum Rock School District.
 - Funds will purchase books and teacher salaries
 - GFS is working with the Director at Stanford University for early math program
 - Strong family engagement
 - Requesting: \$2,000 distributed in January of next year
 - Approved

Public Policy – Neill Callis

- No report

Safety Outreach - Mike Weiss / Linda McCahon

- No report

Golf Tournament – Steve Perry / Paul Pinault / Saba Hussain

- No report

Contractor Awards – Sandra Rasmussen

- Send email to me for those that can help before the event (Nov. 9)

New Business

- Relook at our mission and vision to make sure we are still aligned with the needs
- If anyone has a speaker who they would like to present at future meetings let Kimberly know.
- Maybe speaker who can share new projects by Directors that would be a good topic. Particularly Code Q R.

Adjourning the Meeting

- Kimberly Salazar adjourned the meeting at 12:04 pm.

Next Scheduled Meeting

- The next meeting is scheduled for December 6th in Building N200, Jack Boyd Committee Room at 11:00 AM. All meeting are open and people are encourage to invite people.