



**NASA Ames Contractor Council**  
**Meeting Minutes**  
**February 7, 2024**  
**Meeting held virtually via Microsoft TEAMS**

<u>Position</u>	<u>Name</u>	<u>Organization</u>	<u>M/S</u>	<u>Phone</u>
NASA Representative	Amir Deylami	ARC		
President	Kari Gonter	Metis Technology Solutions		(760) 500-0136
Vice President	Vince DeFrancisci	Bay Area Environmental Research Institute		
Treasurer	Sara Jain	Tellus Solutions		(408) 368-0726
Secretary	Valerie Escobar	AMA	N229-3	(408) 761-6063

**Call to Order [11:01] by Kari Gonter**

**Introductions**

**Thomas Paine, Administrative Officer**

- The Center is in the process of looking at the Engagement Planning, including a summer picnic, virtual DEIA day and maybe a chili cookoff.
- Supervisor Safety All Hands was last week, from a metrics perspective Ames is doing OK.
- Ames 2040 is looking at defining some of the mission definition roles over the next couple weeks, infrastructure discussion was last week.

**Christine Munroe, Small Business Specialist**

- Agency: As of February 6<sup>th</sup>, we are not meeting any of our small business goals (SDB, WOSB, HUBZone, SDVOSB)
- NASA Ames: As of February 6<sup>th</sup>, we are meeting the WOSB and SDB goals.
- Center FY23 Small Business Industry Awards:
  - o Bastion Technologies, Inc was awarded the Large Business Prime of the Year
  - o Metis Flight Research Associates, LLC was awarded Small Business Prime of the Year
  - o Patricia Finnell-Mendoza received Small Business Procurement Person of the Year
  - o Carlos Torrez received Small Business Technical Advisor of the Year
  - o Christine Munroe received Small Business Specialist of the Year award.

NASA Outreach Engagement: Please complete form at <https://forms.gle/LksJqE4DY38CDuLZ7> by February 12<sup>th</sup> if you are interested in supporting the below events,

- o NASA and Partners Small Business and HBCU Summit, April 5<sup>th</sup> at Howard University
- o NASA HBCU/MSI Technology Infusion Road Tour, April 16-18<sup>th</sup> at Clark Atlanta University
- o NASA Small Business Outreach and Networking Event, July 25<sup>th</sup>, Location TBD
- Upcoming OSBP Learning Series (3rd Wed of each month 10am PST/ 1pmEST.):  
<https://www.nasa.gov/osbp/regional-outreach> or <https://www.nasa.gov/osbp/>
  - o February 16: NASA HBCU Opportunities
  - o March 20: Women Changemakers and Small Business Success at NASA
  - o April 17: How to Secure Federal Government Funding
  - o May 15: Successful Small Business Stories at NASA
- Small Business Liaison Officer (SBLO) Training “Second Wednesday” FY 24: To get on the email invitation list, email [Stephanie.Lewis@sba.gov](mailto:Stephanie.Lewis@sba.gov)
  - o Feb 14, 2024—Preparing for an SBA Subcontracting Plan Compliance Review (Arnette Mayhew)
  - o Mar 13, 2024—The “If Not, Why Not” subcontracting plan requirement (Janice Nietes)
  - o May 8, 2024—Internal Subcontracting Processes (
- Upcoming Outreach Events:
  - o February 7<sup>th</sup>: SAME San Diego
  - o March 5<sup>th</sup>: US Army Corps of Engineers Business Opportunity Open House FY24
  - o April 24<sup>th</sup>: Doing Business with NASA-Los Angeles SBA Office’
- Request for Council:
  - o Look at Ames Contractor Council website and make sure your company information is correct
  - o Make sure companies are registered in the NASA vendor database, there have been a lot of changes and this is the first step to show that you are interested in doing business with NASA
  - o Please submit ISR information on time, via the ESRS system. If you are having issues, please reach out to Christine/ the CO before the deadline.
  - o If your company is attending any Outreach Events please let Kari or Christine know.

## [ACC Business Items](#)

### **ACC President’s Report – Kari Gonter**

- The November and December minutes were approved at 11:03am

### **ACC Vice President’s Report – Vince DeFrancisci**

- No Report

### **ACC Treasurer’s Report – Sara Jain**

- Beginning balance: \$19,528.10
  - Credit: \$3,781.98(check deposit from calendar)
  - Expense: \$24.95 (web hosting-December)
    - \$24.95 (web hosting-January)
    - \$3,414.28 (Cypress Printing)

\$2,000 (Team Andromeda Imagination Foundation Grant)

- Total ending balance: \$20,785.90

### **ACC Secretary's Report – Valerie Escobar**

- No Report

## **Committee Reports**

### **Small Business – Saba Hussain**

- There has been low participation in the committee. We are looking at more options at what can be done to increase engagement.

### **Ames Calendar– Faten Mansour**

- We still have calendars available for sale, please contact Faten to coordinate purchase.

### **Marketing and Communications - Renee Mitchell**

- Please send Renee information on Small Business Awardees so she can add it to the Blog.

### **Imagination Foundation – David Cornelius and Linda McCahon**

- No new grant applications.
- Team Andromeda grant payment was processed.
- Payment to Santa Teresa High School for visit to SLAC is in process.

### **Public Policy- Sara Jain**

- NASA announced on January 9<sup>th</sup> that the Artemis II mission that was to launch this year and send astronauts around the Moon for the first time in five decades is being delayed to September 2025. Artemis III, which will return astronauts to the lunar surface, similarly is delayed for about a year, from the end of 2025 to September 2026. The revised schedule is due to technical problems with existing systems and development delays.
- In a change of command ceremony in Colorado Springs on January 10<sup>th</sup>, Gen. Stephen Whiting took over the reins at U.S. Space Command from Gen. James Dickinson.
- Members of the House Science, Space and Technology Committee expressed strong support for NASA's Artemis program today. Citing the need for U.S. leadership in space, especially to get U.S. astronauts back on the Moon before China does, Republican and Democratic members left no doubt about their enthusiasm for Artemis. Former NASA Administrator Mike Griffin, one of the witnesses, was the only voice for abandoning Artemis on the basis that a complete do-over is required if the United States does, indeed, want to stay ahead of China.
- In honor of the members of the NASA family who lost their lives while furthering the cause of exploration and discovery for the benefit all, the agency will host its annual Day of Remembrance Thursday, Jan. 25, 2024
- SpaceX's Elon Musk told company employees on January 16<sup>th</sup> that the achievements they made last year are leading to his goal of establishing human settlements on Mars. He forecasts the first people will land there eight years from now.

### **Safety Outreach– Mike Weiss and Linda McCahon**

- In the month of January there were a couple slips, trips and falls, an electrical cable was hit during sewer line replacement, and a case was reopened where a trench plate failed due to vehicle traffic.

### **ACC Golf Tournament– Kari Gonter and Trey Croom**

- Meeting is set in the next couple weeks to decide on a date and set the fees.

## **Contractor Excellence Awards- Debbie Koyler**

- No Report

### **New Business**

- Officer Voting: There will be a meeting set-up for the board of directors to figure out next steps for new officers.
  - o President: No new President was elected at this meeting.
  - o Vice President: No new Vice President was elected at this meeting.
  - o Secretary: No new secretary was elected at this meeting
- Kari would like to order a plaque for departing officers to thank for their service in the range of \$50-\$75, this motion was approved

### **Adjourning the Meeting**

- Kari Gonter adjourned the meeting at 12:00 pm.

### **Next Scheduled Meeting**

- The next official meeting will be held virtually on March 6, 2024, at 11 am (PST).