



NASA Ames Contractor Council
Meeting Minutes
April 5, 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-	510-271-0966
Treasurer	Mike Weiss	Jacobs Technology	227-4	4-3434
Secretary	Elisa Marfise	Booz Allen	Sunnyvale	408 390 0595

Call to Order

- Kimberly Salazar gaveled the meeting to order at 11:04 am

NASA Center Management: Deb Feng – Associate Director for Mission Support

- Not present.

Ken Silverman, Center Chief of Security at NASA Ames Research Center

- Described the role of protective services with Summer College Students / Interns at NASA Ames
- Ames gets ~800 interns each summer, starting each May
 - Many stay on Center at night in the NASA Lodge
- Interns also come to the Center year round
- Protective Services provides orientation for Interns on the following security items:
 - Access Control & Badging
 - Driving on the Center / Bicycle Safety & Rules (they are issued orange bikes, helmets, and locks)
 - Center Police Patrols, Gate Guards, Fire, EMTs
 - Random Vehicle Inspections are random
- Mike Weiss asked about 911 on Center and a 911 response could be delayed if used on Center. 4-5555 is a better number to use in an emergency.
 - There are also other trainings and briefings for Interns in addition to center security such as IT security, Ames Exchange and others
 - Jim Malone is in charge of the bicycle program, for Interns, near commissary.

Business Items

Approval of Minutes

- March 2017 Minutes Approved

ACC President's Report - Kimberly Salazar

- Kimberly would like to increase representation on the Council.
- She asked members what they believe is beneficial for attending the meetings
- Center briefing is helpful
- Networking
- Can each company's representative do a short "elevator pitch", a couple each week?
 - Kimberly wants people to feel comfortable asking basic questions so we can all learn
 - She also expressed an interest in having at least one representative from each company on Center at the meeting.
 - There are new electronic charging stations outside the front gate
- Steve Perry mentioned that NASA is working on installing more around the Center, they have 9 additional chargers to install.
 - Kimberly is the representative on the Exchange Council & took the slot for Herb Finger. She provided some Exchange Council updates:
- Happy Hours are usually on Wednesdays on the 3rd of each month and usually have a good turnout. \$2 drinks, from 4-6pm. Kimberly encourages everyone to attend.
- Kimberly will take the action to ask the Exchange Council if they could host the Happy Hour in July at the Golf Course to increase visibility for our ACC tournament.
- NASA Exchange is moving the Gift Shop to the entrance of the Visitor Center so visitors will pass thru the gift shop before going into the Visitor Center
- NASA Exchange is remodeling of the NASA Lodge still in progress, per diem will be charged (\$206)
- Greg Hite mentioned there is basketball pick-up games at lunch and evenings at Building 2.
- NASA Exchange is building a new volleyball and basketball courts near the FEMA warehouse, near N245 and N244, redoing the picnic area
- Available for reservations for small events, can use an Service Request

ACC Vice President's Report - Jasmine Ali

- Not present / No Report

ACC Treasurer's Report - Mike Weiss

- Mike reported that we have almost \$14,418 left, one of the checks for Imagination Foundation has not been cashed yet
- Please provide Mike Weiss with receipts and documentation
- Mike will give an update on the calendar sales / profit margin next meeting

ACC Secretary's Report - Elisa Marfise

- We are we planning to update the Attendance Roster.
- Mike Weiss will ask Herb about contract information that he collected in the past.
- The Roster was passed around for updates to email, phone, and names. Attendees crossed off people that are no longer attending from their company.

Committee Reports

Small Business – Jasmine Ali / Saba Hussain

- Saba Hussain discussed scheduling the next Small Business Showcase in October 2017, maybe the third week.

Ames Calendar – Faten Mansour

- Some leftover calendars were distributed at the meeting.
- Faten Mansour asked that people start considering a design for next year. It would be ideal to begin design in June.

Marketing Communications – Renee Mitchell

- Renee Mitchell will continue to publish the newsletter.
- Saba Hussain will be helping.
- Attendees who have photos taken that she wants to include in the newsletter will be emailed the photo first to approve prior to publish.
- The council agreed to use Renee’s phone number for newsletter
- We will add the ACC Website to the newsletter

Imagination Foundation – Kimberly Salazar

- Another grant application has been received for \$2000 from The Village Method or TVM in Hayward, serves 90+ Middle School students.
- They provide after school programming, introducing black youth in southern alameda county.
- Transportation to bring children to NASA Ames Research Center for field trips
- More than 1 field trip, most likely, 27 children at one time
- Steve Perry suggested sharing this grant application with AAAG, African American Advisory Group, Denise Snow.
- Question was asked how many grant applications we can fund annually. Mike Weiss said we don’t need to have a limit, we fund based on availability of funds.

Public Policy – Neill Callis

- Not present / No Report

Safety Outreach - Mike Weiss / Linda McCahon

- Linda McCahon volunteered to assist Mike Weiss.
- Mike Weiss has the action hunt down Mike Leui and discuss Ames Safety Committee.
- There is currently no link to Executive Safety Committee at Ames, Mike Weiss would like to suggest a change to the charter.

Golf Tournament – Steve Perry / Paul Pinaula / Saba Hussain

- Steve Perry proposed August and his Program Manager has approved the Logistics support
- Last year we went from 20 golfers to maxing out closer to the event.
- Steve would like to start earlier this year and begin contacting sponsors sooner
- Volunteer opportunities include helping sell raffle tickets, set up, break down, prizes, etc.
- Steve plans to set a date next week after speaking with the Golf Course.

Contractor Awards – Sandra Rasmussen

- Last year this event was in June and it was difficult to get space.
- Considering moving to November and members agreed this would work.

New Business

- Mike Weiss brought up that Herb Finger has officially resigned his Board position and we are lacking someone to sit on the board. This person should be wise on most areas of the Council. We need to nominate someone and two Board Members are required at every meeting. Saba Hussain is expecting a formal email of resignation from Herb Finger.
- Mike Weiss also discussed the Ames Safety Committee meeting. We have brought critical safety information to the Council. We also used to have Contractor Safety Awards and the Center is currently seeking a VPP status. Maya Warner, ERT, suggested that there is a delegate for Safety and Environmental –Dick Bratcher (PM) and also another contact: Mike Dorman.

Adjourning the Meeting

- Kimberly Salazar adjourned the meeting at 12:07pm.

Next Scheduled Meeting

- The next meeting is scheduled for May 3, 2017 in Building N200, Jack Boyd Committee Room, at 11:00 AM.