

**NASA Ames Contractor Council**

**Meeting Minutes**

March 15, 2017

Building N200, Jack Boyd Committee Room

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| **Position** | **Name** | **Organization** | **M/S** | **Phone** |
| NASA Representative | Deb Feng | ARC | 200-9 | 4-0256 |
| President | Saba Hussain | USRA |  |  |
| Vice President | Nick Theodore | NTT Data Services | 233-17 | 4-6397 |
| Treasurer | Mike Weiss | Jacobs Technology | 227-4 | 4-3434 |
| Secretary | Greg Hite | AECOM | 213-8 | 4-4390 |

**Call to Order**

* Saba Hussain gaveled the meeting to order at 11:05 am

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

* FY18 budget news coming March 16, 2017; NASA is rolling out a full communications plan; NASA budget given to President (2 page summary)
* Health Check of all FTE and WYE levels being looked at for direct support to 8 core competencies, those things they are worried about (folks retiring, etc.) and emerging issues; should be positive for contractor community
* No news on new NASA administrator
* 8 presidential appointees in place
* Executive Order issued that applies to NASA

**Ames Small Office: Brenda Pohl–Small Business Awards**

* Awards received for:
  + SB Prime Contractor of the Year: DEI Construction
  + SB Subcontractor of the Year: Metis Technology
  + Large Business Prime Contractors of the Year: AECOM Technical Services, Inc.
  + Mentor-Protégé Agreements of the Year: AECOM Technical Services, Inc. and AE3 Partners, Inc.

**ACC Elections**

* Nick Theodore not interested in assuming ACC President role
* President: Kimberly Salazar nominated and voted in
* Vice President: Jasmine Ali and Sandra Rasmussen volunteered; Sandra declined and offered to let Jasmine assume the position; Jasmine voted in unanimously
* Treasurer: Mike Weiss nominated and agreed to continue on for another year
* Secretary: Sandra nominated but declined; Elisa Marfise offered and was voted in
  + SB Prime Contractor of the Year: DEI Construction
  + SB Subcontractor of the Year: Metis Technology
  + Large Business Prime Contractors of the Year: AECOM Technical Services, Inc.
  + Mentor-Protégé Agreements of the Year: AECOM Technical Services, Inc. and AE3 Partners, Inc.

**Business Items**

**Approval of Minutes**

* February 2017 Minutes not reviewed

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| **ACC President’s Report - Saba Hussain** |
| * Saba thanked committees and all who supported different initiatives |
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| **ACC Vice President’s Report - Nick Theodore** |
| * No report |
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| **Treasurer’s Report – Mike Weiss** |
| * No written report given our at meeting (to be emailed after meeting) * Currently estimated balance is $12k and two Imagination Foundation checks have yet to clear (~$2k) |

**Committee Reports**

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| **ACC Golf Tournament – Steve Perry/Paul Pinaula/Saba Hussain/Kimberly Salazar** |
| * No report * Solicited volunteers for Summer 2017 tournament (previously started |
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| **Ames Calendar – Faten Mansour** |
| * Approximately 500 (~515) calendars sold * 2018 calendars may be placed in Gift Shop (bulk sale possible to reduce burden of individual calendar sales) * Net revenue (Cost vs Revenue) figures not complied yet (next meeting) |
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| **Contractor Awards – Sandra Rasmussen** |
| * Sandra is looking for help with SRs, project plan; is planning on holding event in June– Saba offered to help |
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| **Imagination Foundation – Kimberly Salazar** |
| * Checks issued to Youth Community Service ($1,500) and Summit Denali Public School ($1,500); need photos and summary of how they used the funds * $2,000 request to help pay for LGBT participation in SF Pride Parade for flags, balloons, sound system   + Imagination Foundation mission statement reviewed   + Discussed lack of STEM connection in application   + ACC voted to not move forward with this application |
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| **Marketing Communications – Bob Vermillion** |
| * Discussed upcoming newsletter issue; Bob requested pics – suggestion to use award pics from today was given |
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| **Partners in Excellence – Saba Hussain** |
| * No report |
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| **Public Policy – Neill Callis** |
| * No report |
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| **Safety Outreach - Mike Weiss / Herb Finger** |
| * Mike Weiss will discuss safety connection with unions, workforce, management with Michael Liu to determine if formal safety outreach efforts will continue * Ken Silverman will be asked to do a future safety presentation to ACC |
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| **Small Business – Jasmine Ali** |
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| * NASA Industry Forum (NIF) March 2017 (D.C.)   + Reported on NIF attendee replacements – one missed meeting does not require substitute; two consecutive meeting absences will result in new representative   + Need success story for new SB company to Ames (within last 3 years) needs to be submitted; Christine Munroe recommended Morey Associates (sp?) – Jasmine will send out information; deadline for consideration is May 24, 2017   + Need success story for large company (criteria in process) – Jasmine will send out information; top 3 large businesses to be invited to DC to visit OSBP   + NIF Presentations to be uploaded to Ames website   + Opportunities for small businesses to be gathered and sent to OSBP – Jasmine will send out link   + CFO presentation was very well received at NIF   + Next NIF meeting is at Langley in October 2017 |

**Call to Adjourn**

Saba Hussain adjourned the meeting at 11:57pm

**Next Scheduled Meeting**

The next meeting is scheduled for April 5, 2017 in Building N200, Jack Boyd Committee Room, at 11:00 AM.