



**NASA Ames Contractor Council**  
**Meeting Minutes**  
**June 5, 2019**  
**Building N200, Jack Boyd Committee Room**

<u>Position</u>	<u>Name</u>	<u>Organization</u>	<u>M/S</u>	<u>Phone</u>
NASA Representative	Christine Munroe	ARC	200-9	4-0256
President	Mark Rowland	Flight Research Assoc.	NRP-19	(510) 366-5909
Vice President	Sandra Rasmussen	Critical Realm	N232	408-748-4363
Treasurer	Sara Jain	Tellus Solutions		(408) 368-0726
Secretary	Kathleen Kirk	DeVine Consulting	Fremont	(510) 713-8800

## Call to Order [11:03] by Mark Rowland

### Introductions

Guest Speaker(s): Donna Cetera, NASA Employee & Visitor Processing Manager, Personnel Security Specialist

- NASA visitor pass is any individual requiring access to a NASA Center for a period of no more than 29 days in a 365-day period. In the case of multiple visits (not to exceed a total of 29 days), each visit requires a separate visitor request.
- Visitor badges should be requested 72 hours (3 business days) in advance, the form should be sent electronically to [larc-bpo@mail.nasa.gov](mailto:larc-bpo@mail.nasa.gov) for processing).
- Personal Identity Verification (PIV) Badges should be issued to individuals who require physical or logical access to NASA facilities and/or IT systems for 180 days or more.
- Center-Specific Badges should be issued to individuals who are affiliated and require access to LaRC for less than 180 days.

## **NASA Ames Center Operations Update:**

Christine Munroe: NASA Representative

- No report just started 3 days ago

## **ACC Business Items**

### **ACC President's Report – Mark Rowland**

- Mark approved March Minutes at 11:18 am.

### **ACC Vice President's Report – Sandra R**

- no report

### **ACC Treasurer's Report – Sara**

- Treasurer reported that we have enough money for upcoming events.
- Sara has estimating we have around \$29,000.00.
- Sara has also updated accounting data and made an analysis chart.

### **ACC Secretary's Report – Kathleen Kirk**

- Please update Meeting Attendance Roaster while signing in.

## **Committee Reports**

### **Small Business – Saba Hussain**

- No report

### **Ames Calendar– Faten Mansour and Kim ?**

- Preparing for the upcoming year for the calendar. The Ames Calendar theme idea for the pictures is Cutting Edge Technology.
- Ames Exchange would buy the calendars from us only if we deliver by the first week of October. Should we sell them our selves or us the NASA Ames Research? We would have to look at the numbers past sales to see which one made more profit. Undecided.
- Moving forward we will not be using Paypal for payments and we will be keeping the scholarship at \$300.00.
- Team member volunteered to help look for pictures or send to Faten for the theme.

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

- Anything to blog or awards send to Renee to put on website.
- It's important to put anything new on Website to keep it active.

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

- No Report

## **Public Policy- Sara Jain**

- NASA is sending four technology missions that will help improve future spacecraft design and performance into space on the next SpaceX Falcon Heavy rocket launch. Experts will discuss these technologies, and how they complement NASA's Moon to Mars exploration plans.
- NASA's four missions will share a ride on the Falcon Heavy with about 20 satellites from government and research institutions that make up the Department of (STP-2) mission. SpaceX and the U.S. Air Force Space and Missile Systems Center, which manages STP-2, are targeting 11:30 p.m. Saturday, June 22, for launch from historic Launch Complex 39A at NASA's Kennedy Space Center in Florida.
- Charged with returning astronauts to the Moon within five years, NASA's Artemis lunar exploration plan are based on a two-phase approach: the first is focused on speed – landing astronauts on the Moon by 2024 – while the second will establish a sustained human presence on and around the Moon by 2028.

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

- No Safety Outreach report packet but will have one next time.
- If employee or contract has problems have them call or go online to trouble call In and NASA will have them fix it.

## **ACC Golf Tournament –Mark Rowland**

- Preparing for next Golf Tournament meeting in August.

## **Contractor Excellence Awards – Deborah Kolyer and Sandra Rasmussen**

- Using an updated online system or email system so company can sign up their employees with no problem or limitation.

## **New Business**

## **Adjourning the Meeting**

- Mark Rowland adjourned the meeting at 11:48 am.

## **Next Scheduled Meeting**

- The next official meeting will be July 3rd, 2019 at 11 am.

