



NASA Ames Contractor Council
Meeting Minutes
September 4, 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	Deb Feng	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 [11:05] by Mark Rowland

Introductions

Guest Speaker(s): Christine Munroe –

- Brought two visitors who are shadowing the Small Business office at NASA. Introduce themselves: Judy O'Connor Team Lead and Jenny Chung Officer
- Fiscal year ending and some want to know about our goals please download the mole app to find out.
- The Small Business Awards are due to contractor office on September 13th
- KSE are having there expo down in Orlando October 23rd. If you are going please let Small Business Office know so they know who is representing NASA Ames.

NASA Ames Center Operations Update:

Tommy Paine: NASA Representative

- The Ames Quality Management System audit was a success and thank you for your help on this.
- Question and issue please contact Robin or Tommy.
- Sandra suggest that Tommy come every month and he stated he could.

ACC Business Items

ACC President's Report – Mark Rowland

- Mark approved March Minutes at 11:29 am.
- Nothing to report just working on golfing event.
- Having problem with calendar invites on outlook.

ACC Vice President's Report – Sandra R

- Discusses timekeeping option you could find vendor to handle your time keeping if you have the money. Don't use Deltek for small companies

ACC Treasurer's Report – Sara

- Nothing to report
- Anyone has check for the Golf tournament please send it to Sara or Mark
- Mike Weis is still getting checks or treasurer stuff please try to send it to Sara.

ACC Secretary's Report – Kathleen Kirk

- no report

Committee Reports

Small Business – Saba Hussain

- If you have not receive your copy of the 'Net Success Story' she will email the article to you.
- This year we did submit a success story for apply research but were waiting for approval once approved Glen will send it out.
- Contact JPL to attended Supplier Fair or NIF Meeting Oct. 1st – 4th 2019.

Ames Calendar– Faten Mansour and Kim

- Faten is working on the calendar designs this month. Next meeting, she will have the draft for the calendar. Everything went smoothly for transaction and we got 14 sponsors for Calendar.
- Some people want to sponsor but it's too late to sponsor.

Marketing and Communications - Renee Mitchell

- Renewal cost for blog website is \$368.00 but it's good deal because it's for two years and it usually cost \$600.00. Approved to renewal at the end of September.
- Please send Renee pictures and photos for free advertising.

Imagination Foundation – David Cornelius and Linda McCahon

- Working on New PLC at the Ames Expo In Counter to review the processes and approve to use the transportation funds to title one school.
- We are going to try to spend our money more towards these programs and keep any eye out for this schools.

Public Policy- Sara Jain

- No Report

Safety Outreach– Mike Weiss and Linda McCahon

- Mike wants to ramp up the safety awards for 2019 to coincide with Excellence Award.

ACC Golf Tournament –Mark Rowland

- It will be held at The Golf Club at Moffett Field. This will be open event to everybody, and the amount is \$85.00 per person. Golf tournament we have 110-115 golfers signed up or sponsoring.
- One of problems is we don't have enough golf carts. We are trying to get more carts and look into renting a couple.
- So far, we have 7-8 voluntaries and we will sign jobs later this week. We need voluntaries through out the day so please sign up.
- Sandra has some gift bags set up and supplies she will bring.

Contractor Excellence Awards – Deborah Kolyer and Sandra Rasmussen

- November is our time frame. Open enrollment should be in beginning of November.
- Industry Award is up to contractor officer to sign up no later than September 13, 2019 (Golf tournament day). If you interest in signing up talk with your CO or prime contractor to sponsor you. If your company is not in maps database or have contract/subcontract with NASA Ames, you cannot sign up for awards.

New Business

Adjourning the Meeting

- Mark Rowland adjourned the meeting at 11:53 am.

Next Scheduled Meeting

- The next official meeting will be October 2nd, 2019 at 11 am.

