

**Joint Center for Aerospace Technology Innovation Board Meeting Minutes
January 14, 2016**

Board members present in person: Roger Myers (Chair), Ryan Rule, Naveed Deen, Karl D'Ambrosio, Margaret McCormick, Paul Applewhite

Board members present by teleconference: Candis Claiborn

Board members absent: Jean-Michel Hillion

Other persons present in person: Mehran Mesbahi (JCATI Executive Director), Beth Hacker (JCATI Program Manager), Mary Heusner, Jim Hermanson

Public Session

Welcome: Dr. Myers welcomed the Board

Meeting agenda: Dr. Hacker presented the meeting agenda

Agenda

- New Board member introductions
- JCATI Operations Update
- JLARC and Legislative draft reports
- Aerospace sectors discussion
- 2016 symposium update
- Capstone project discussion
- Future Action Items

New Board Members :

The Board welcomed Paul Applewhite, founder of Applewhite Aero, as the latest Board member

October Board Minutes

Dr. Hacker presented the results of the October board meeting action items. Information on Eastern and Central Washington Universities' capstone projects will be presented later in the meeting. The RFP has been revised to require an industry transition plan as well as a page limit on the technical section. This year a Letter of Intent is not required to submit a full application. Dr. Hacker created a half page flyer for outreach and posted board member biographies on the website.

The minutes were accepted unanimously into the record and will be posted on the website.

JCATI Operations Update:

Dr. Hacker reminded the board that the 2016 RFP was now open with applications due March 4. Through Mr. Rule, SPEEA has volunteered to advertise for reviewers and Dr. Hacker is currently working with their Communications Director on the article content. JCATI has also submitted a MOU with UW Advancement to allow industry financial gifts to the program. The purchase of a Directors & Officers insurance policy is also in process to make sure JCATI is covered against any

lawsuit. Dr. Hacker presented a review of website and JCATI Video YouTube traffic, and reminded both UW and WSU deans that content from their awardees is always needed. A JCCATI budget overview showed that as of Dec. 31, JCATI had \$1.34M in total fiscal commitments. As mentioned in the review of the October meeting minutes, a new JCATI half page flyer has been created which can easily be modified. Dr. Hacker discussed interactions with several economic development groups and their lack of interest in JCATI. The Board discussed how JCATI can be relevant to manufacturers and how finding the appropriate contact person in the organization can make all the difference.

JLARC and Legislative Reports

Dr. Hacker presented drafts of both the Joint Legislative Audit and Review Committee (JLARC) report and the full WA Legislature biennium report. The JLARC report reflects the metrics that the Board approved last year. The WA Legislature report is more comprehensive, focusing on the economic and educational impact across the state. Board members are to send Dr. Hacker any comments or suggestions.

Aerospace Sectors Discussion:

In reviewing the WA Legislative report, certain aerospace sectors seem to be receiving/JCATI seems to be repeatedly awarding money to a few areas of aerospace such as composites, etc. Aerospace is a very broad industry and includes ground systems, pilot fatigue and airport design. A discussion ensued around the idea of narrowing JCATI's focus to a few aerospace sectors or if we wanted to encourage applications from all areas of aerospace. The board agreed to not narrow JCATI's focus and to keep performing outreach to aerospace sectors we haven't worked with before. There will be no changes to the current RFP but future RFP's may have more detailed description of potential funding topics.

The Board also wants to solicit input from businesses on what they need on a technical level. Several board members mentioned involving venture capitalists, as the technology developed by the JCATI plan might require help to become fully developed. Holding an industry forum, inviting businesses to present at the Board meetings and creating a matchmaking database all were suggestions to increase our awareness of industry needs.

2016 Symposium

The 2016 JCATI symposium "Advancing Solutions to Aerospace Challenges" will be held Thursday, April 21 2016 at the Spokane Convention Center with WSU as the host institution. Iris Bombelyn of Lockheed Martin will be our keynote speaker. Please contact Dr. Hacker if you have any suggestions for speakers or judges.

JCATI Funded EWU and CWU Capstone Projects

Dr. Hacker presented capstone information for both EWU and CWU, noting that both programs already have some interaction with industry. The Board was asked to discuss if JCATI should fund EWU/CWU capstones and if so, should a technology deliverable be required by the end of the project. Additionally, should capstone funding be extended to UW and WSU?

Dr. McCormick asked how much funding a capstone required and Dr. Claiborn noted that WSU capstones need \$5-10k for completion. Multiple board members pointed out that this was an

important way to provide workforce training for practical manufacturing, which is key to the state's aerospace industry. The industry exposure and training was the true deliverable and was extremely important. The capstones may also provide an opportunity for these smaller schools to transition to a larger research project. This funding will show the legislature that we are proactive to state needs and reaching out to integrate all of the 6 public universities in JCATI/all 6 can benefit from JCATI. After a lively discussion, the Board voted unanimously to fund capstones at EWU, CWU, Evergreen and possibly WWU without requiring a technology deliverable. As a trial, Dr. Hacker will first work only with EWU, which has previously been responsive to JCATI but had not found an appropriate project. For the capstones, the Board will require an industry partner as well as an objective in the collaboration before the project can be considered for funding. Dr. Hacker will begin looking into the application and financial details which need to be finalized before soliciting projects.

The Board also unanimously agreed that UW and WSU are not eligible for capstone funding as these are large research universities who already have industry capstone projects.

Action Items : Dr. Hacker will:

- Check back with the board in a week for speaker/judges, industry outreach contact information and reminder to identify reviewers
- Create a capstone proposal template
- Identify the appropriate contacts at EWU and begin to set up the fiscal structure there
- Review EWU IP policy
- Reach out to Evergreen College President about involving in JCATI