**DRAFT-Joint Center for Aerospace Technology Innovation Board Meeting Minutes**

**Tuesday, September 16, 2014**

University of Washington, Seattle Campus

Guggenheim Hall, Room 211D

**Board members present in person:** Roger Myers (Chair), Tom McCarty, Margaret McCormick, Gene Zipp

**Board members present by teleconference:** Candis Claiborn, Tad McGeer, Alex Pietsch (Governor’s Office of Aerospace)

**Board members absent:** Ken Yoshioka, Michael Bragg

**Others present in person:** Mehran Mesbahi (JCATI Executive Director), Beth Hacker (JCATI Program Manager)

Public Session

**Welcome:** Dr. Myers welcomed the Board to the meeting and presented the meeting’s agenda.

**Introductions:** Mr. Gene Zipp was formally introduced as a new Board member. Mr. Zipp is the VP Customer Relations Boeing for Zodiac Aerospace and represents large aerospace companies on the Board. His term is set to expire on 6/30/17. Dr. Beth Hacker was introduced as the new JCATI Program Manager.

**Approval of June 4 Board Meeting Minutes:** Dr. Myers reviewed the proceedings of the June 4, 2014 meeting of the JCATI Board of Directors. The Board unanimously approved the minutes and they were accepted into the record.

**Review of JCATI Funded Research:** Dr. Hacker presented metrics from the 2013-2014 awardees final progress reports and the current 2014-2015 projects. The Board noted the metrics did not show if the projects’ technology had transitioned to industry. Dr. McCormick asked if Technology Readiness Levels (TRL) were part of the proposal and since they were not, would they be a good metric to use in addition to industry partner discussions. Using TRL could help industry measure job growth, affect business forecast, and measure technology latency before becoming adopted. The Board agreed that the RFP should clearly state the metrics JCATI requires of awardees to meet its legislative mandate. Dr. Hacker is currently working with the Joint Legislative Audit and Review Committee (JLARC) to finalize metrics used in our Legislative report.

The Board noted the number of industry partners decreased in the 2014-2015 funding year. It was also noted that JCATI will need to start next year’s review process without knowing if JCATI will be refunded by the Legislature.

**JCATI 2015 Research Symposium:** The purpose of the symposium is to highlight JCATI funded research and to provide a forum to foster collaboration between industry and academia. Dr. Myers noted that while industry was the target audience, symposium turnout was low, even for companies providing in-kind support. Mr. Zipp suggested that we target engineering leads, business development and advance programs personnel with symposium invitations. Mr. McGeer suggested holding the symposium in Olympia during the Legislative Session for maximum visibility but Mr. Pietsch said that few legislators and zero students would attend. Dr. McCormick stated that she had just presented to a legislative work session and thought that might be a better way to increase JCATI’s profile. JCATI researchers could set up a 1-1.5 hr meeting to present projects and their impact. The Board decided to consult with WSU and UW Directors of State Relations before moving forward with this idea.

The Board agreed that companies wishing to use Symposium display tables should be charged $1000, students can attend the Symposium free and that the public should pay $50 to attend. Dr. Hacker asked everyone to send their suggestions for keynote speakers and panelists by September 26. Dr. McCormick suggested that the poster session be expanded beyond the JCATI funded projects. Other posters could be submitted and the Board would select. Dr. Myers thought this idea warranted further discussion at a later board meeting.

**National Aerospace Technology Exploitation Programme (NATEP):** Dr. Mesbahi discussed the JCATI collaboration with NATEP, which focuses only on aircraft, not space. Dr. Myers and Dr. Mesbahi participated in a conference call with the NATEP Director Jeff Taylor. Mr. Pietsch said the UK approached Washington State regarding avenues of collaboration and Gov. Inslee signed an agreement with NATEP at the Farnborough Air Show this year. This agreement would also benefit small and medium industries in Washington State through expansion into the European market. Another conference call with Mr. Taylor is scheduled for late September.

**Discussion of JCATI Funding Mechanism:** Dr. Mesbahi and Dr. Hacker presented an overview of the current JCATI funding mechanism for discussion. Currently academic researchers drive this process by submitting proposals and soliciting in-kind support from industry. The review process in particular was highlighted as needing improvement. Because aerospace is a broad field, it is challenging to find knowledgeable reviewers to cover all areas. Some of the proposals are more research based rather than bringing ideas to industry deployment. Multiple Board members suggested both the RFP and the proposal review guidelines emphasize the need for actual technology deployment in industry.

Dr. Mesbahi then described a new JCATI funding mechanism driven by the needs of industry. This model focuses on current industry needs, whether that is technology or development of a training course. Multiple companies would identify projects or specific areas addressing a technology need. JCATI would then distribute a funding call highlighting 6 or 7 areas of industry interest (other ideas would also be considered) for academics to respond to. Industry members would be involved in the review process not only as technical reviewers but also to help identify projects with the best transition potential. This would broaden the range of JCATI proposals as well as strengthen the connection to our legislative mandate. If a company submits multiple proposals, it would be asked to prioritize them. JCATI could survey the state aerospace industry to determine topics of interest and also to better understand what is considered cutting edge. Mr. Zipp has been involved with a Seattle University program where industry provides the project and provides technology in the open domain and wondered if aerospace would be willing to do that. Dr. Claiborn expressed her discomfort with the proposed funding mechanism. As there are so many companies, JCATI would by necessity rule out many proposals which would preclude good projects. Her idea was to focus on in-kind matching to determine the value of the research to the company. The degree of their commitment would be a good metric of project importance. Mr. McGeer was skeptical of the funding mechanism as it started with a need instead of an idea. By focusing on needs, JCATI would then take attention away from ideas. He felt that knowing everyone and serving as matchmaker (like Ed Lazowska in CSE does) would be more effective. Mr. McCarty noted that PI’s fund what they know but industry has a different set of needs. The Symposium would be a good place to start an industry dialogue. It also is important to have more industry representation in the review process, to contribute a broader perspective leading to job growth and student opportunities.

Dr. Mesbahi proposed a JCATI Industry Day held before proposals were due for networking and to identify potential projects. Another idea was to modify the current review process by creating a form for the industry partner to state the importance and relevance of the project to their company. The form would ask the partner if the technology in this proposal was a high priority. Dr. Mesbahi wondered if we should change the review process to include videos or in person presentations, such as NATEP uses, to allow for questions. The Board agreed that more industry input is needed and both the RFP and review process should be modified. Before coming to a decision, a review of the JCATI review process was requested by the Board to clarify the issues.

The Board members discussed ideas for learning more about industry needs as well as increasing JCATI’s profile with industry. Dr. Myers will participate in the PNAA meeting on October 8 and suggested Dr. Mesbahi and Dr. Hacker use the meeting as a data source for industry needs. He also asked that we create a JCATI flyer for distribution at the meeting.

**Meeting Summary and Action Items:** Dr. Hacker provided a brief summary of the meeting’s topics and reminded the Board to send her names of potential Symposium speakers and panelists by 9/26/14.

**Meeting Adjournment:** Dr. Hacker motioned that the Board meeting be adjourned. The motion was seconded and approved.