



**GENEDGE ALLIANCE  
Board of Trustees Meeting  
Friday, March 16, 2018**

**Richmond, VA**

**Members Present**

Mr. Hans de Koning  
Dr. John Dever  
Dr. John A. Downey  
Ms. Tamea Franco  
Mr. Rick Gagliano  
Mr. Aviv Goldsmith  
Mr. Roy C. Irvine  
Mr. Jeff Jaycox  
Mr. John Mead  
Mr. Kevin Mumpower  
Dr. Bruce Scism  
Dr. Wayne P. Stilwell

**Members Absent**

Dr. Makola Abdullah  
Mr. Jonathan Alger (Rep)  
Dr. Kevin Creehan (No response)  
Mr. Marc Foglia  
Dr. Tiffany McKillip Franks  
Mr. Doug Frost  
Ms. Marilyn Hanover  
The Hon. Esther Lee (Rep)  
Mr. David Lohr  
Mr. Meiky Tollman

**Representative Present**

**Representative Absent**

Dr. Jaime Camelio

**Others Present:** Deputy Secretary Brian Ball (rep. for Secretary Lee) Ms. Brenda Bowman, Mr. Bill Donohue, Dr. Yvonne Harris (rep. for Dr. Alger), Ms. Cindy Glisson, Mr. Hugh Little, Ms. Aimee McCarthy, Mr. Pete Miles, Ms. Mary Pacelli (NIST), Ms. Valerie Simpson, and Mr. Dean Young.

~Call to Order~

Ms. Franco, called the meeting to order at 11:10 a.m. She welcomed everyone and thanked them for attending.

~New Board Member Introduction~

Ms. Franco introduced Mr. John Mead to the board stating that he is the Chief Executive Officer with Master Gage & Tool Company in Danville.

~Approval of Minutes~

Ms. Franco asked the board members to review the minutes from the December 1, 2017 meeting. Ms. Franco next asked for any additions, corrections, changes, or discussion to the minutes. With

there being no changes, a motion was made by Dr. Downey and was properly seconded and approved.

~Financial Update – FY18 ~

Mr. Little reviewed the operating metrics for FY18 year-end February 28, 2018.

Next Mr. Little reviewed the Bookings by Service and Program FY18. Gross bookings were \$2,009,750. Gross billings totaled \$1,250,546. Net billings were \$1,081,913.

Mr. Little concluded by reviewing the Results of Operations – Cash Basis February 2018 (eight months).

~Facility Security Officer Update~

Mr. Donohue introduced Ms. Bowman. Ms. Bowman began by informing the board of the Resolution for Exclusion of Certain Directors or Officers. She stated that the resolution is to exclude the board members from having to go through the security training due to you being key management personnel within our organization.

Next, Mr. Donohue stated that the DOD requires the Chairman of the board and the senior management official hold a facility security clearance.

Ms. Bowman concluded by stating that all board members names are on the document to be excluded. She stated that a motion was needed to exclude the board members. Mr. Goldsmith made the motion and it was properly seconded and the motion carried.

~HII – NNS Digital Shipyard~

Mr. Donohue introduced Mr. Alan Clark and Ms. Linda Carrithers. Mr. Clark asked when was the last time you used a paper map to plan a trip? He stated you laid out your best route and highlighted the route but today we key the address into your GPS. The entire process of paper maps no longer exists. He stated that today everything is data driven. Next he stated that the trailer is set up into to six stations for them to review.

Ms. Carrithers lead the board members out to the trailer. The Digital Shipyard was parked in the Pedestrian Center at the Virginia Capitol and the meeting attendees toured the trailer.

~Funding/Reorganization Update~

Mr. Donohue began by informing the board that he, Aimee McCarthy and Dean Young visited all 140 General Assembly members. Mr. Donohue was accompanied by Mr. David Lohr and Dr. Wayne Stilwell. The focus was on thanking the General Assembly for their support. A request for continuance of funding was also made.

Next Mr. Donohue reported to the board during Hill Day 2018, all 13 offices were visited. Rep. David Brat met with Mr. Frost and Mr. Donohue and Rep. Bobby Scott personally met with Mr. Donohue. Mr. Donohue thanked Ms. Maia Browning and Mr. Doug Frost for accompanying him to Hill Day this year.

Mr. Donohue stated that an RFI was issued requesting input for the development of a National Strategy for Advanced Manufacturing on behalf of the White House. Next he thanked Dr. Downey, Dr. Yvonne Harris, Mr. David Lohr, Dr. Bruce Scism and Mr. Stu Harris for their contributions on this effort.

Mr. Donohue next discussed the Center Performance Progress Review stating that NIST requires centers to undergo a PEER based review in year three of the Cooperative Agreement. He stated that the review follows a modified version of the Baldrige Criteria and GENEDGE was the first new cooperative agreement center to undergo the new process. The review was completed January 16 by Mr. Bob Zider (Vermont), Ms. Susan Holtz (Ohio), and Mr. Steve Hatten (Idaho), with Mr. Mike Simpson as the Chair of the group.

Mr. Donohue informed the board of three matters that required review and approval. The items are the GENEDGE Reorganization Plan, the GENEDGE Third Party Pre-Approval Procedure and the GENEDGE Third Party Sourcing Procedure.

Dr. Downey made individual motions for all three documents and each was properly seconded, voted on and approved.

Mr. Donohue concluded by informing the board of the new Federally Assisted Opportunities in FY19 - 20. The opportunities included partnering with the MEP, Cyber Safe VA, VA Rural DOD Supply Chain Scale-Up and Medical Manufacturers MedAccred Accreditation Pathway (MedMMAP).

~Board Self-Assessment Status / Retreat~

Ms. Franco reviewed the minutes from the Board Self-Assessment from the December 1, 2017 meeting. Next, she asked the board members if they had any additions or corrections to the minutes. There being none, Ms. Franco called for a motion to approve. Mr. Gagliano made the motion to approve the minutes and they were seconded by Dr. Downey and approved.

~Strategic Goal Setting~

Mr. Donohue stated that the board Strategic Planning Committee needed to schedule a meeting to create goals for FY19. It was decided that Mr. Donohue would email the committee to set the time and date for the meeting. Dr. Downey offered to host the committee meeting at James Madison University. Ms. Glisson will facilitate the meeting. The results will be presented at the June 15, 2018, board meeting.

~Calendar~

Ms. Simpson informed the board of the remaining meeting dates for 2018. The dates are:

- June 15
- September 21
- December 7

Dr. Downey offered to host the September board meeting at Blue Ridge Community College.

~Adjournment~

Ms. Franco asked for new business. There being none, the meeting was adjourned.