



**GENEDGE ALLIANCE  
Board of Trustees Meeting  
Friday, December 7, 2018**

**Charlottesville, VA**

**Members Present**

Dr. John A. Downey  
Mr. Marc Foglia  
Mr. Doug Frost  
Ms. Marilyn Hanover  
Mr. Jeff Jaycox  
Mr. David Lohr  
Mr. John Mead  
Mr. Rick Gagliano  
Mr. Roy C. Irvine  
Mr. Kevin Mumpower  
Mr. Wesley Reid

**Members Absent**

Dr. Makola Abdullah (Rep)  
Mr. Ed. Albrigo  
The Hon. Brian Ball  
Mr. Hans de Koning  
Dr. John Dever (Rep)  
Ms. Tamea Franco  
Dr. Tiffany McKillip Franks (Rep)  
Mr. Aviv Goldsmith  
Dr. Brian Hemphill  
Mr. Abdelkarim Moharram  
Dr. Bruce Scism  
Dr. Wayne P. Stilwell  
Mr. Meiky Tollman

**Representative Present**

**Representative Absent**

Dr. Jaime Camelio

**Others Present:** Mr. Josh Dawson, Mr. Bill Donohue, Ms. Cindy Glisson, Mr. Charles Harris (rep for Dr. Franks), Dr. Stu Harris (rep for Dr. Dever), Ms. Flora Hezel (Attorney General), Ms. Aimee McCarthy, Dr. Dan Roberts (rep for Dr. Abdullah), Ms. Valerie Simpson, Mr. James Smith, Mr. Thomas Williams (NIST), and Mr. Dean Young.

~Call to Order~

Mr. Jaycox, called the meeting to order at 11:05 a.m. He welcomed everyone and thanked them for attending.

~Approval of Minutes~

Mr. Jaycox asked the board members to review the minutes from the September 21, 2018 meeting. Mr. Jaycox next asked for any additions, corrections, changes, or discussion to the minutes. With there being no changes, Dr. Downey made a motion to accept the minutes, Mr. Frost properly seconded and the minutes were approved.

~Financial~

Mr. Dawson began by reviewing the Operating Metrics YTD FY19 (5 months) perspective. Gross bookings were \$1,221,881. Gross billings totaled \$1,009,678. Net billings were \$422,619. Backlog was \$2,322,664 and net cash position was \$1,539,619.

Mr. Dawson next reviewed the bookings by program and billings by program. He then discussed the proposal pipeline stating that the number of proposals is 77, number of contracts is 47 and the number of new manufacturers is 16 all for FY19 (five months).

Mr. Dawson concluded by informing the board members that it is time for them to file a disclosure statement with Virginia Conflict of Interest and Ethics Advisory Council and that Conflict of Interest training must be satisfied by each board member every two years.

~ Industrial Development Activities & OEA Programs~

Mr. Young began his presentation to the board by reviewing the new DOD/OEA program status. He focused on Virginia's Defend CUI Program and DoD Rural Growth.

Mr. Young concluded by informing the board members that Mr. David Bartlow has been hired as a third party provider to be the Program Manager for DEFEND-CUI.

~Marketing Update~

Ms. McCarthy began by informing the board of the 2018 Marketing accomplishments stating that the Annual Report was finished. She also stated that the Marketing team had completed a CEO Market Study, upgraded GENEDGE website, completed a team building program, and compiled a list of marketing processes and cross training procedures. She informed the board members that GENEDGE brand awareness has more than tripled over the last three years.

Ms. McCarthy concluded by reviewing the Enhanced Value Proposition. She added that with the new model GENEDGE can find additional means to serve their clients.

~Operations Update~

Ms. Glisson began her presentation to the board by reviewing the NIST Survey Impact Metrics for the third quarter. She followed by discussing the NIST Survey Impact projections for the January – February 2019 Survey.

Next, Ms. Glisson reviewed the FY 19 Operating Plan stating that continued work on practice definition and development included growth, lean, quality systems, six sigma, commercialization and technology acceleration.

Ms. Glisson concluded by reporting to the board the current logistics for the Hampton Roads office. She stated that the lease has been signed by all parties. Once the contractor has the signed lease, work will begin immediately on the build out of the new office space.

~Tobacco Region Revitalization Program~

Mr. James Smith began by informing the board of the accelerated technology commercialization for TRRC Grantees who have completed projects. They are Micronic Technologies, Heartwood, Blue Ridge Center for Chinese Medicine, Spear Head Trails and TYTON Biosciences.

Next Mr. Smith presented the New TRRC Program to the board. He informed them that the Small Business Entrepreneur Program was developed to help entrepreneurs get started in business. He next stated that the entrepreneurs will be advised by the TRRC Business Support Committee and GENEDGE. A draft plan from TRRC will be shared with GENEDGE in mid-December 2018. The plan is subject to approval by the TRRC full commission.

~State Relations, MEP Funding, DOD Calendar~

Mr. Donohue began by informing the board of the new state funding request of \$158,650 for Manufacturing Services to \$1,086,350 total. He stated that there is a required one-to-one match met for the new Federal investment with General Fund increase. The intent is to proceed with budget amendments in both the House of Delegates and the Senate to provide the funding.

Mr. Donohue next informed the board of the NIST MEP Funding Change. As communicated in a memo from NIST MEP Director, Carroll Thomas, based on the anticipated FY 2019 NIST program funding, A. L. Philpott MEP dba GENEDGE Alliance permanent adjusted base funding level has been increased by \$158,650 for the renewal period and projected out years of the five-year reward. However, as always, NIST MEP funding for MEP Center cooperative agreements is subject to the availability of FY 2019 appropriated funds.

Mr. Donohue concluded by reviewing the DOD calendar with the board.

~Other Business / Public Comment / Adjournment~

Mr. Jaycox asked for new business and public comment. There being none, the meeting was adjourned.