

PISCES Board of Directors Meeting Minutes

8 November 2014

10:00 a.m. Hawaii Standard Time

I. Call to Order/Roll Call:

It was determined that a quorum was present, and the meeting was subsequently called to order by PISCES Board Chairperson, Henk Rogers.

Other Members in attendance included:

Governor George Ariyoshi

Jim Crisafulli (representing the Director of DBEDT)

Hoyt Davidson

Galen Ho

Rob Kelso

Dan Rasky

Don Straney

Also in attendance:

PISCES staff, students, volunteers: Christian Andersen, Mari-Ela David Chock, John Hamilton, Colin Milovsoroff, Casey Pearing, Rodrigo Romo, Polly Roth, Elliot Sanders and Chris Yoakum
Members of the public

Chair Rogers proposed re-ordering the agenda items so that item VIII (the Executive Director's PISCES program review and update) be moved before agenda item II (the approval of meeting minutes). The agenda would continue in its original order except for this change. There was no objection to the re-ordering of the agenda.

VIII. Executive Director's PISCES program review and update:

Rob Kelso provided an overview of current staffing, projects underway, funding, return on investment and his recent trip to meet with aerospace and astronomy personnel in Japan.

II. Approval of meeting minutes:

Board Meeting – July 24, 2014: Draft minutes were circulated prior to the meeting.

Governor Ariyoshi made a motion to accept the July 24, 2014 minutes as submitted.

Galen Ho seconded the motion, and the Board voted unanimously to accept the minutes.

III. Board Membership Update:

It was with regret that Chair Rogers reported that Lewis Peach submitted his resignation from the PISCES Board on November 5th, 2014. On behalf of the Board and of PISCES, the Chairperson extended to Mr. Peach the Board's best wishes and thanked him for his years of dedicated service to PISCES and aerospace in Hawaii.

The Board seat held by Jim Keravala until June 30, 2014 remains vacant. The State House of Representatives has the authority to nominate a replacement for this seat. Two nominees were proposed in March 2014, but the Governor has not yet acted on the nominations. Mr.

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Rogers made a motion for an action for all Board members to propose Board member candidates to Jim Crisafulli by December 31, 2014. Mr. Kelso seconded the motion and it passed unanimously. Chair Rogers will work with Jim Crisafulli to winnow the list of proposed nominees to three to be passed on to the appropriate nominating body for each vacant seat.

IV. Approval of Executive Director's travel, November 19, 2014 – January 18, 2015:

Executive Director Kelso presented his proposal for business development visits to California (NASA Ames), Houston, Florida (NASA KSC) and Washington DC (NASA Headquarters) in the November 19, 2014 through January 18, 2015 time frame. While in Houston, the Executive Director will continue to conduct usual PISCES business activities, interacting with the PISCES team via Skype, phone, email and text. He will conduct usual PISCES staff meetings and attend other Hawaii business meetings by phone or internet connection. A PISCES staff member will be identified to act as the on-site acting director should physical presence at some Hawaii event be required. Board members recognized the value of face-to-face interactions with Mainland aerospace entities and expressed support for the proposal with the stipulation that the Executive Director prepare a report that summarizes the substance and outcome of each meeting. Governor Ariyoshi made a motion to approve the Executive Director travel with this stipulation. Mr. Rogers seconded the motion and it passed unanimously.

V. Budget update and related approvals:

Ms. Roth presented fiscal year 2015 expenditure reports for the period July 1, 2014 through October 31, 2014 showing \$272,203 in total expenditures, of which \$209,417 were expended for personnel costs, \$53,581 for non-labor operations costs and \$9,205 in overhead. Ms. Roth briefed the board on the potential for cash flow problems arising out of the pace of release of funds appropriated for FY15. As of October 31, 2014, 33% into the fiscal year, only 10% (\$90K) of the total FY15 appropriation has been released for PISCES use. No budget changes are required at this time. Board members noted that briefing the incoming administration on PISCES activities and accomplishments as soon as possible may aid in expediting future requests for release of funds. Governor Ariyoshi and Chair Rogers volunteered to assist in briefing the new administration.

VI. Update on contracts and Space Act Agreements:

The Executive Director noted that both the reimbursable (for cooperative work on the basalt concrete project) and non-reimbursable (for the MoonRiders program) Space Act Agreements in process with NASA are bogged down in the approval process. Culmination of these agreements should be forthcoming in the near future.

VII. Board review and approval of PISCES MOU with NASA Swamp Works:

A Memorandum of Understanding between NASA Swamp Works and PISCES was presented to the Board for approval. The MOU expresses the wish to establish cooperative relations to explore mutually beneficial opportunities in sustainable basalt concretes. Governor Ariyoshi made a motion to approve the MOU. The motion was seconded by Mr. Davidson and the Board approved the MOU unanimously.

IX. Project Updates:

Staff members, volunteers and student interns and workers presented updates on the

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following topics and responded to questions: basalt construction, basalt 3D fabrication, project engineering and planetary robotics, summer 2014 robotics/rover University intern projects, public information and outreach, NASA laser communication ground station, PISCES planetary analogue test site characterization intern project, PISCES lunar surface flight experiment program, PISCES robotic international space mining competition and the STEM Aerospace Research Scholars program.

X. PISCES administrative/operations & checkout facility update:

Mr. Kelso provided an update on the status of the PISCES Headquarters facility, reminding the Board that the unused FY14 funding for CIP and purchase of land for building the facility was withdrawn and our FY15 CIP request for funds for the purchase of land was not appropriated. A new opportunity has arisen. The Wainaku Executive Center, an existing 11,800 ft² building on 10.34 acres of land, is for sale and is suitable for PISCES uses with few changes. As a result, PISCES plans to inform the Legislature of the opportunity to purchase this building for about \$8.5M (versus the ~\$25M that was required for land purchase and construction of a new facility).

XI. Strategic planning:

Mr. Kelso set the stage for discussion by noting that: the State has a desire for adding new economic development areas (such as aerospace); in the last year or so there have been emerging interests from industry and government related to aerospace (UAVs, small satellite launch services, suborbital tourism, laser optical communications/curricula); workforce development on Hawaii Island in technical areas can be inclusive of astronomy and aerospace, and; the new state budget biennium coupled with new Gubernatorial leadership provide an opportunity for PISCES. Mr. Kelso introduced the main points of the Multi-Purpose Processing Facility white paper and asked all Board members to provide feedback on the document as soon as possible.

Members of the Board noted that an important element of PISCES strategy should be to improve our message for telling the PISCES story. PISCES needs a 60-second “elevator speech”, a catchy tag line, and a white paper that discusses the benefits of PISCES to the State economy. The white paper should investigate the industry impact (jobs, technology, infusion of funds from outside the state and country) of various ideas and provide milestones on a biennium basis so that it is clear which budget will fund the various activities.

XII. Schedule next Board meeting and adjourn:

The next PISCES Board meeting was not set at the meeting, but is likely to occur in January as in years past. A doodle poll will be circulated by PISCES staff to identify an appropriate date. The meeting was adjourned at 5:45 pm, HST.

SUMMARY OF ACTIONS ARISING DURING THE BOARD MEETING

1. All Board Members: Propose new Board Member candidates to Jim Crisafulli by December 31, 2014. Henk Rogers and Jim Crisafulli will work together to winnow the list to three candidates to be recommended to the appropriate nominating bodies.

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2. Governor Ariyoshi and Henk Rogers: Governor Ariyoshi suggested that he and Henk Rogers would assist in briefing the new administration on PISCES activities, projects and importance for economic development within the State of Hawaii.
3. PISCES staff and Board: Submit ideas for a catchy tag line to Mari-Ela Chock or Polly Roth by 12/31/2014.
4. PISCES staff: Create a 60 second “elevator speech” by 12/31/2014.
5. PISCES staff: Develop a white paper that investigates the industry impact (jobs, technology, infusion of funds from outside the state and country) of various ideas and provides milestones on a biennium basis so that it is clear which budget will fund the various activities by 12/31/2014.
6. Polly Roth, Board & Governor Ariyoshi: Re-circulate the white paper sent to Deputy Attorney General Gregg Kinkley on funding conduits, issues and options, and Mr. Kinkley’s response. This paper describes the “special fund” option for which PISCES would have to obtain legislative approval. Governor Ariyoshi agreed to assist in briefing individuals within the executive and legislative branches on the special fund request.
7. Board Members: Provide feedback as soon as possible to Polly Roth or Christian Andersen on the Multi-Purpose Processing Facility white paper provided at the Board meeting.
8. Henk Rogers: Provide a note of introduction for Mari-Ela Chock to individuals at Hawaii Public Radio.
9. Galen Ho: Connect Mari-Ela with individuals at Think Tech, a program on OC16 (public access TV on Oahu).