



JOHNSON SPACE CENTER
SMALL BUSINESS COUNCIL

Small Business Council (SBC) Executive Leadership Team (ELT)

Monthly Meeting Minutes

Date: Friday, December 8, 2017

Location: Gilruth Center, Discovery Room

Attendees

Aexa Aerospace LLC – Fernando De La Pena
CKH Strategic Solutions – Cindy Hendershot
CYFOR Technologies – Sergio Muniz
J&P Technologies – Jennifer Lewis
Logical Innovations – Denise Navarro

Mchezo Strategies – Al Turner
MORI Associates – Rick Nygren
NASA/BA – Ric Slater
NLT Management Services – Vincent Watkins
Rohman Services, Inc. (RSI) – Brent Watling

Meeting Called to Order at 9:16 am by Denise Navarro

Approval of the Minutes

- Jennifer Lewis summarized the minutes from the ELT retreat held 10/27/17
- Correction - Sergio Muniz is a member of BAHEP's Small Business Roundtable (SBR) and will coordinate SBC attendance of the January SBR meeting
- Retreat minutes were approved

Committee Reports

Communications Committee (Chris Stergio):

- Website is up-to-date including:
 - SBC ELT News through Sep 2017
 - List of ELT Officers and Members
 - Calendar through Dec 2017
- Deleted undeliverable addresses in JSC SBC distribution list (currently 288 SBC members)
- Summarized counts for SBC Event held in Aug 2017:
 - 179 registrations
 - 139 event attendance (10 walk-ins)
 - 40% of attendees found out about the event through a SBC member (20% from EventBrite invitation, 18.5% from a colleague)
 - 161 surveys distributed, 73 responses

Social Committee (Al Turner and Joy Lacy):

- Joy and Al have identified several potential venues for January Social Mixer (Studio 80, Nobu Public House, the Bold House, Preamble Lounge & Craft House)
- Last year was at Momalone's Restaurant (venue was too small)
- Attendance last year was over 100; expect more this year since Primes are being invited
- Possible dates are January 18th or 25th



Valerie's Corner (SBA)

- Valerie Coleman was on travel and not present

Ric's Clean Slate (NASA JSC)

- 2017 center level winners are listed on the OSBP website
 - Large business – Hensel Phelps
 - Small business prime – Made in Space
 - Small business contractor – San Diego Composites
- JSC received a Grade B on their scorecard (three points short for Grade A); Exceeded 2 of 5 business goals; Need more businesses to self-certify as SDB
- JSC considering increasing Service Disabled and HUB Zone goals
- JSC Initiative #1 (Small Business Technical Coordinators (SBTCs)):
 - Continuing to assess needs of JSC organizations
 - Engineering SBTC input resulted in successful Light Manufacturing Event
 - Looking at having a Light Manufacturing II Event to find vendors for:
 - Wire harnesses for satellites and spacecraft
 - Robotics
 - Applied IT (hardware developers that also perform software engineering)
- JSC Initiative #2 (HBCU Goals):
 - Large Primes are having trouble meeting HBCU goals
 - Ric is planning to put together a “how to” and “lessons learned” package, which can then be presented at a conference for large businesses and universities so that all can learn how to manage HBCUs in procurements

New Business

- Fernando presented feedback from SpaceCom:
 - The event was successful
 - Robert Lightfoot and Ellen Ochoa attended
 - Attendance increased from last year; Fernando will receive the final count at a later date
 - Having more food helped keep attendance up – people did not have to leave for lunch so stayed longer)
 - Organizers already have everything booked for next year
- Denise asked Ric to set up a meeting between SBC and Prime Council; Focus is our joint initiatives and feasibility of determining prime marketing opportunities so that SBC can disseminate the information to SB community
- Denise will send topics for ELT meeting with Debra Johnson and Jose Garcia to Ric, who will forward them to Jose

Adjournment

Adjourned at 10:22 am. No meeting scheduled for January.