



The quarterly meeting of the 2017 Board of Directors was called to order by President Gene Hudgins at 5:35p.m. ET on Monday, 2 October 2017. The Meeting was held at the Hyatt Regency Town Center in Reston, VA. The following individuals participated in the meeting:

Board Officers	
Hudgins, Gene – President and Rules and Bylaws Committee Chair	Felder, Wilson – Secretary
Keegan, Bill – Vice President	Crump, Pete – Treasurer
Gaidry, James – Executive Director (ex officio)	
Board Directors	
Bjorkman, Eileen	Greer, Ed
Brown, Mark – Ways and Means Committee Chair	Moore, Brian
Einfalt, Bruce	Nikoloff, Peter - International Region VP
Garcia, Charlie	Sabile, Erwin – Communications Committee Chair
Board Committee Chairs	
Corporate Development Committee – Swagerty, Kathi , Chair	Publications Committee – Gordon, Steve “Flash” , Chair
Elections Committee – Reynolds, Matt , Chair	Senior Advisory Board - McKee, Chas , Chair
Events Committee – Messer, Doug , Chair	Technology Committee – Merhoff, Henry , Chair
Region Vice Presidents	
West Region VP – McKearney, Terry	
Board Government Advisors	
Greco, Mike (via phone)	Wells, Jamie
Reuter, Abbe’ (via phone)	Merced, Omar
Guests	
Channel Islands – Mathias, Joyce , Chapter President, and Torres, Gil , Chapter Vice President	Bolino, John – ITEA Past-President
Roadrunner Chapter- Galetti, Ralph	Roberts, Rusty – ITEA Past-President
Rocket City Chapter - Hundley, Lewis , Chapter President	

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The following individuals were not able to participate in the meeting:

Board Directors	
Schab, John	Zamot, Noel – Professional Development Committee Chair
Wilson, Terry	
Board Committee Chairs	
Award Committee – Clewer, Stephanie, Chair	Historian – Welshans, James
Chapter & Individual Membership Committee – VACANT	
Region Vice Presidents	
Mid-Atlantic Region VP – McDonnell Zubowsky, Jeanine	Southeast Region VP – Thompson, Miles
Northeast Region VP – VACANT	Southwest Region VP – Webb, Dave
Board Advisors	
Leiby, Larry	Quade, Carroll
Olinger, Jeff	Wellons, Dave

1.0 OPENING REMARKS

- 1.1 President Hudgins established that a quorum was present and thanked everyone for taking time to participate in the meeting.
- 1.2 Review of the Agenda – President Hudgins then asked the Board if there were any comments regarding the agenda. The agenda was accepted without exception.
- 1.3 President Hudgins welcomed Omar Merced as the FAA’s new advisor to the Board. President Hudgins also welcomed several guests, including Mr. John Bolin and Mr. Rusty Roberts, both ITEA Past-Presidents.

2.0 APPROVAL OF THE PREVIOUS BOARD MEETING MINUTES

Secretary Wilson Felder asked the Board members to review the minutes from the 9 May 2017 Board meeting, and asked if there were any corrections. A motion was made by Director Mark Brown and seconded by Director Peter Nikoloff to approve the minutes with no corrections. With no further discussion, the motion passed unanimously.

3.0 REVIEW OF CURRENT ACTION ITEMS

Secretary Wilson Felder reviewed the Actions Items that had been assigned to Board Directors.

ACTION 110515-06: President Hudgins to identify candidates for Chapter and Individual Membership Committee Chair. In the interim, President Hudgins will call a meeting of the Chapter and Individual Membership Committee to solicit nominations for Chair.
STATUS: Jim Myers has agreed to take over as Chair of the Committee.
SUSPENSE: CLOSED.

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ACTION 100316-01: President Hudgins to conduct one-on-ones with the Region Vice Presidents to: 1) Define the status of the Region; 2) Develop potential modifications to the ITEA Bylaws and Operations Manual to better define the roles, responsibilities, and duties of the ITEA Region Vice President.

STATUS: Action completed. No modifications required.

SUSPENSE: CLOSED.

ACTION 050917-01: Rules and Bylaws Committee to provide recommendation for providing regional representation on the Board of Directors.

STATUS: Action completed. No recommendation required.

SUSPENSE: CLOSED.

It was noted that the other Action Items would be presented within the various Officer and Committee reports. Without objection discussion on the other action items was tabled until the appropriate report.

4.0 TREASURER REPORT

Treasurer Pete Crump presented the Association's financials as of September 30, 2017. A motion was made by Director Mark Brown and seconded by Director Pete Nikoloff to accept the Treasurer Report. With no further discussion the motion passed unanimously.

5.0 WAYS AND MEANS COMMITTEE REPORT

Committee Chair Mark Brown presented the Committee's Report, which included the Association's 2018 Budget. A motion was made by Secretary Wilson Felder and seconded by Director Ed Greer to accept the proposed 2018 Budget. After discussion the motion passed unanimously.

6.0 WEB SITE AD HOC COMMITTEE

Committee Chair Ed Greer presented the Committee's report.

After discussion it was agreed, without objection, that any fees incurred for Chapter user licenses to access the NetForum Pro Association Management System will be paid for by the requesting Chapter. Also, that any fees incurred for Chapter training on either the NetForum Pro Association Management System or the ITEA Web Site Content Management System will be paid for by the requesting Chapter.

ACTION 012417-03: Committee comprised of Kathi Swagerty, Ed Greer, Erwin Sabile, and Brian Moore to work with the Ways and Means Committee to review the proposals and develop a budget for the new Web site design.

STATUS: Modified as ACTION 100217-02 (below)

SUSPENSE: CLOSED.

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After discussion, the following action items were assigned:

***ACTION 100217-03: Board members to mentor ITEA Chapters.
SUSPENSE: Update to be provided at the Jan 2018 meeting.***

***ACTION 100217-02: Committee to present a final proposal ASAP to the Ways and Means and Executive Committees for approval.
STATUS: Update to be provided at the Jan 2018 meeting.***

7.0 CORPORATE DEVELOPMENT COMMITTEE REPORT

Chair Kathy Swagerty presented the Committee's report.

***ACTION 012417-01: Corporate Development Committee to work with the Ways and Means Committee to develop a Bundled Pricing Program for Corporate Members.
STATUS: Continued.
SUSPENSE: Update to be provided at the October 2017 meeting.***

After discussion, the following action item was assigned:

***ACTION 100217-04: Board members to proactively reach out to expired Corporate Members.
SUSPENSE: Update to be provided at the Jan 2018 meeting.***

- Amtec Solutions Group
- Avionics Interface Technologies
- Avionics Test & Analysis Corp – Pete Crump
- Celeris Systems Inc.
- Compunetix, Inc.
- Cubic Defense Applications Group – Terry McKearney
- Delta Information Systems
- Diversified Technical Systems
- Engility Corporation – Terry Wilson
- Garud Technology Services, Inc.
- IDA Technology
- IPEV Flight Test and Research Institute
- Joint Research and Development, Incorporated
- NAC Image Technology
- Parsons Corporation
- Saalex Solutions, Inc. – Doug Messer
- Schafer Corporation – Chas McKee
- Smartronix Inc. – Ed Greer
- Textron Systems Corporation
- The MIL Corp – Ed Greer
- Trident Research

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8.0 EVENTS COMMITTEE REPORT

Doug Messer, Committee Chair, presented the Committee's Report.

After discussion it was agreed, without objection, to accept the Events Committee proposed revised *"ITEA Events Policy."*

After discussion it was agreed, without objection, to accept the Events Committee proposed 2018 Symposium theme of "Global T&E Environment in 2025 and Beyond," and the 2019 Symposium them of *"T&E Challenges for Global Threats."*

A motion was made by Director Mark Brown and seconded by Director Pete Nikoloff to accept the Committee's recommendation that the 2020 Symposium be held in Orlando and hosted by the Central Florida Chapter. After discussion the motion passed unanimously.

9.0 PROFESSIONAL DEVELOPMENT COMMITTEE

Noel Zamot, Committee Chair was not able to attend the Board meeting. After discussion the following Action Items were continued:

ACTION 031014-04: Professional Development Committee to work with the Board of Examiners to cross-walk CTEP program to determine equivalency to DAU Level III.
STATUS: Continued.
SUSPENSE: Update to be provided at the October 2017 meeting.

ACTION 042115-03: Professional Development Committee to reach out to ranges and identify/offer training at installations.
STATUS: Continued.
SUSPENSE: Update to be provided at the October 2017 meeting.

ACTION 042115-04: Professional Development Committee to reach out to other professional organizations (e.g. NDIA, AIAA, AOC, AFCEA) to conduct training for their membership in conjunction with their meetings (use the Test Week model).
STATUS: Continued.
SUSPENSE: Update to be provided at the October 2017 meeting.

ACTION 042115-05: Professional Development Committee to work with DAU to be able to offer DAU classes at non-DAU locations.
STATUS: Continued.
SUSPENSE: Update to be provided at the October 2017 meeting.

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10.0 NEW BUSINESS

- 10.1 There being no more business to be brought before the Board, a motion was made by Director Charlie Garcia and seconded by Director Brian Moore to adjourn the meeting. The motion was approved unanimously. The meeting was adjourned by President Hudgins at 9:20 p.m. ET.

Date Approved

Wilson Felder, PhD
ITEA Board Secretary

DRAFT