

ITEA--RMC Chapter meeting

24 January 2008

Location: Booz Allen Facility/ Cascade Conf Room.

Time: 1600-1700

Attendees:

Trish Ratterree, Ned Carroll, Michael Passafiume

Conference Call Participants: (719-567-1402)

Terry Miller, Mike Sansone, John Kasper

Agenda

1. Scholarship discussion

Distribution of \$3,000 to UCCS is complete.

Action Pending:

Diane to provide Tim Schulte out-year earning distributions.

Tim to develop options for potential changes to endowment.

Chapter to decide on distribution of \$3,000.00 to the endowment principle and expendable balances.

2. Awards luncheon status (Maj Rummel and Mike Sansone)

Good progress with action item checklist. Nomination solicitations have been sent out with deadline of 18 Feb 08.

Action: Award selection panel to convene after 18 Feb 08. Maj Rummel, Mike Sansone, Mike Passafiume, Terry Miller and Ned Carroll volunteered to serve on panel.

Action: Please ensure someone brings the pen set for the gift (POC: Monty)

3. April Workshop status (Ned Carroll)

Meeting rooms reserved and agenda developed. DHS invited – awaiting commitment. DHS response date is end of January. Alternate plan developed if DHS declines. Proposed workshop fee of \$47 per person to cover cost of beverages and food.

Note: Ned is also coordinator for Fall Workshop.

Action: Chapter to assist with arranging meetings at AFSPC (A-6) and NORTHCOM (J-6) for DHS speaker before/after workshop.

4. **Tech Review status** (Terry Miller)

- Terry provided ITEA HQ sponsor list.

Action: Chapter looking for:

- 'teacher' to conduct 4 hr space Test and Evaluation Technical tutorial on 14 July 08. (POCs: Trish & Mike)
- location for possible tour (POC Terry Miller)
- Space track chair: Going to ask Col Pabich, AFSPC/A8X (POC Trish)
- Welcome Opener: Agreed upon asking Wes Clark and Mr Drennan and Brig Gen Hyten (POCs: Trish and John)
- Canvassing for 'speakers' to participate in space tracks on 15-16 July 08. See the flyer for abstract details. (ALL)

5. **Budget review**

Monty submitted FY2007 budget to ITEA HQ.

Action: Event/workshop coordinators to provide budget estimates for 2008 events to Trish by 1 Feb 08.

Action: Ensure we have enough pen sets. The April workshop may need 7. (POC: Monty/Ned) Always save one for awards ceremony.

Action: Ensure you have enough ITEA folders for workshops. (POC: Monty/Ned)

6. **Web site update:**

- Mike Sansone conducted excellent briefing on:
- How to manage and update profile
- Sending e-mail/notice distribution (for chapter officers)

7. **Additional items:**

Mike Passafiume was appointed as Chair, Memberships.

Action: Michael Passafiume to select location, time and date for Chapter meeting in Feb 08. Agenda: 1st business the, 2nd social/networking.

Action: Trish to develop and mail letters for ITEA-RMC Sponsorship.

Meeting Adjourned/ ESC