

**NEVADA INSTITUTE OF AUTONOMOUS SYSTEMS  
BOARD MEETING  
MAY 19, 2014**

The meeting of the Nevada Institute of Autonomous Systems was called to order by Chairman John White at 1:32 p.m. at the Office of the Desert Research Institute, 755 E. Flamingo Rd., Room SNSC 182, Las Vegas, NV 89119 and the Desert Research Institute, 2215 Raggio Parkway, Room Stout B, Reno, NV 89512.

**1. ROLL CALL/CALL TO ORDER**

**BOARD MEMBERS PRESENT:**

Mr. James Barrett, Jr.  
Mr. Scott Bensing  
MajGen (R) Billy G. McCoy  
Dr. Greg Mosier  
Dr. Stephen Wells  
Mr. John White  
Ms. Nancy Wong

**BOARD MEMBERS ABSENT AND EXCUSED:**

**STAFF MEMBERS PRESENT:**

Mr. Steve Hill, Executive Director, Governor's Office of Economic Development (GOED)  
Mr. Pete Wallish, Northern Nevada Director, GOED  
Ms. Lynda Hascheff, ESB Program Manager, GOED  
Mr. Richard Jost, NIAS Counsel, Fennemore Craig Jones Vargas  
Mr. Blake Doerr, Nevada Attorney General's Office  
Mr. Chris Tunley, Bowhead  
Mr. James Fleitz, Bowhead  
Ms. Vera Adams, Executive Assistant, GOED  
Mr. Gary Lein, Hilburn & Lein, CPAs

**GUESTS PRESENT:**

Ismail Onat, TGBCA  
Steven Curtis, DRI  
Chris Bennett, UAS Business Solutions  
Morgan Bunker, LVGEA  
Mike Maier, Boulder City  
Johnathon Daniel, Praxis Aerospace  
Deborah Downs, NV AUVSI Chapter  
Terry Culp, NVIE  
Mike Majewski, BC  
Curt Spaugh, Battlespace, Inc.

Joe Brown, FCJV

2. **PUBLIC COMMENT:**

Chairman White opened public comment. There were no comments.

3. **CHAIRMAN WHITE'S COMMENTS:**

Chairman White thanked everyone for the kind words about his family and said everyone is doing very well. He thanked Ms. Wong for stepping up and chairing the last meeting in his absence.

4. **APPROVAL OF APRIL 23, 2014, NIAS BOARD MEETING MINUTES:**

Chairman White opened discussion on the past minutes. There were no comments or changes. Mr. White abstained from voting as he was absent from the last meeting.

**A MOTION WAS MADE BY MR. BARRETT TO APPROVE THE MINUTES AS WRITTEN; THIS MOTION WAS SECONDED BY DR. WELLS. THE MOTION PASSED UNANIMOUSLY.**

5. **NIAS-BOWHEAD AGREEMENT:**

Mr. Barrett indicated there had been no formal communication between him and Ms. Wong, but they have an upcoming meeting planned with the PMO. Chris Tunley from Bowhead indicated the meeting is to be held Wednesday morning and he does not anticipate any issues and expects all items to be resolved by the end of the meeting.

6. **STATUS OF 501(c)3 APPLICATION:**

Mr. Jost indicated he is still waiting for financial information to be provided and then the application can be submitted. Ms. Wong felt all financial information requested had been provided. She would be happy to provide additional information if needed. Mr. Jost provided a copy of the draft application for the board's review and comment. There was discussion regarding the language of "economic development" and how it applied to the application. It was decided that the board would further review the application and provide all comments to Mr. Jost by Friday.

7. **NIAS MANAGER JOB DESCRIPTION:**

Dr. Mosier indicated they were in the process of forming a subcommittee to review resumes for this position. Discussion was had on the merits of hiring the position as an independent contractor versus an employee. Dr. Wells and Dr. Mosier will meet to do a comparison on this issue. The board gave their permission to post the job description once a final decision was made by Dr. Wells and Dr. Mosier.

8. **FINANCIAL REPORT:**

Ms. Wong opened discussion on the statements dated December 31, 2013, and April 30, 2014, as provided by Hilburn & Lein. Gary Lein gave an overview of the statements and discussed the extension to file the 990 form. He is hopeful the 1023 form associated with the 501(c)3 application will be submitted before June 30<sup>th</sup>.

9. **PMO UPDATE:**  
Mr. Tunley and Mr. Fleitz gave an update on the flight operations that took place at the end of the month. The flight was non-FAA COA and took place at NTTR. It was a great success. They have submitted their first COA application to the FAA in hopes of flying mid-June. They discussed the DAR (air worthiness qualifying program) process currently happening with the FAA. They have two candidates looking at becoming certified.
10. **PIPELINE REPORT:**  
Mr. Tunley indicated there is a growing list of interested UAV clients. They met with several at the AUVSI conference in Orlando. They are developing relationships and working with OEMs. Mr. Tunley gave a glowing review of the success of the AUVSI conference. He gave an overview of the booth layout and the various business connections made during the conference.
11. **QUARTERLY REPORT PROVIDED TO FAA 4/30/14:**  
Mr. Tunley gave an overview of the report provided to the FAA by GOED. The PMO currently has one COA in the process and five waiting in queue. Mr. Tunley reported that the first quarter covered the progression to flight operations.
12. **GOED COMMENTS:**  
Mr. Hill agreed that the PMO is doing a great job. He gave an update on the combined efforts with NSHE on workforce development in this area. He is looking forward to seeing flights happening soon and that we will see tangible progress in the next few months.
13. **PUBLIC COMMENTS:**  
Chairman White opened public comment.  
Mike Majewski gave kudos to the PMO for their great success at AUVSI and their great work in general.
14. **ADJOURNMENT:**  
**A MOTION WAS MADE BY MR. WHITE TO ADJOURN THE BOARD MEETING; THIS MOTION WAS SECONDED BY MS. WONG. THE MOTION PASSED UNANIMOUSLY.**