Subject to the approval of the ION Military Division Officers, the following minutes are submitted. The meeting of the Military Division Officers and Government Liaisons was called to order on August 23, 2017 in Reston, Virginia at 9:00 a.m. Those present (in person or via teleconference) were:

VOTING COMMITTEE MEMBERS:
   Elliott Kaplan, Chair
   John Langer, Vice Chair

NON-VOTING GOVERNMENT LIAISONS:
   Jan Anszperger
   David Chapman
   Kevin Coggins
   Sharon Donald
   Eddy Emile
   John Del Colliano
   Greg Graham
   Jalal Mapar
   Paul Olson
   Tom Powell (briefly joined portion)
   Neeraj Pujara
   Joe Schnecker

OTHER PARTICIPANTS:
   Lisa Beaty, ION Executive Director

AGENDA

1. JNC 2018 Session Topics and Session Co-chairs/government and industry (Graham)
2. Finalize JNC 2018 Track Chairs (Graham)
3. Review Proposal Tutorial Topics (Del Colliano)
4. Review Proposal “JNC Challenge” (Powell)
   Note: It is the intent to print this in the Call for Abstracts to start publicizing this program.
5. Submission of JNC papers (non-FOUO) to ION Journal (Kaplan)
6. Women in Military PNT, something similar to http://gpsworld.com/taking-position-women-in-pnt-extend-a-hand/ (Kaplan)
7. Military Division Award?, Purpose and Criteria (Kaplan)
8. Involvement of GPS Directorate JNC, reference Capt. Coates Email from GPS Directorate (Kaplan)

JNC 2018 Session Topics and Session Co-chairs

Greg Graham, JNC 2018 program chair, reviewed session descriptions from the JNC 2017 call for abstracts with the committee. Session descriptions were updated or eliminated. Assignments for inviting session chairs were delegated to individual committee members.

Action: Committee members shall confirm respective session chairs and update session descriptions as assigned by Wednesday, August 30, and send updates to Lisa Beaty for collation into the call for abstracts.

It was noted that in order for the call for abstract to be distributed at ION GNSS+ in September Beaty needed to get a draft to Graham and track chairs by Friday, September 1, to review and send to printer by Tuesday September 5.

Finalize JNC 2018 Track Chairs

The JNC 2018 designated Program Committee:

- Program Chair: Greg Graham
- Program Co-chair: Eddy Emile
- Tutorials Chair: John Del Collinao
- Track Chairs: Jan Akszperger
  - Dr. David Chapman
  - Elliott Kaplan
  - Joe Schneckner
- Classified Track Chair: Robert Greenlee*
  * This may change due to impending retirement; replacement has yet to be named. Omit this from call for abstracts brochure.
- JNC Challenge Chair: Dr. Tom Powell

Review Proposal Tutorial Topics/Short Courses

Action: Refer to these presentations in 2018 as “Short Courses” rather than tutorials.

Del Colliano reviewed potential “short course” topics with the group including:
- GPS/GNSS 101 (repeat from 2017 with John Raquet teaching)
- GPS Cryptography
- GPS III Satellite Vehicles
- Alternatives to L-Band GPS Signals
- Quantum Positioning, Navigation, and Timing (repeat from 2017 with J. Burke teaching)
- Precision Guided Weapons - PNT in the Kill Chain
- Timing 101
- Coast Guard Navigation Center (NAVCEN)
- Implementations of GNSS in US Systems (US policy on GNSS could be addressed here) - John Betz was suggested as a potential instructor
- Contemporary and Emerging Inertial Sensor Technologies (repeat from 2017 with JP Laine teaching)

Del Colliano asked all to send input on additional topics and potential short course instructors.

**Review Proposal “JNC Challenge”**

Tom Powell, designated as competition chair, asked for guidance and direction from the group as it became obvious there were various and differing visions on the objective and scope of a yet to be defined challenge. Some were under the impression the competition would be organized and advance preparation would be done by university teams in the local California area. Others saw it as a two-hour on-site receiver keying challenge that would require no advance planning on the part of the participants.

It was suggested if the idea could not be coalesced quickly that it may need to be deferred to 2019 or dropped all together.

*Action: Greg Graham to work with Powell to determine the desired purpose and scope of the challenge for 2018.*

**Submission of JNC Papers (non-FOUO) to ION Journal**

Elliott Kaplan asked that ION make the possibility of JNC authors publishing in *NAVIGATION* more visible. Beaty reminded the group that JNC is made up of presentations, thus presenters would need to write a technical paper (public releasable version) and go through the regular peer review process for *NAVIGATION*, but that there was nothing keeping a presenter from doing this.

*Action: A statement on the potential for JNC presenters to publish in *NAVIGATION* be included in the call for abstracts. The following was proposed:*  
*Journal Publication*
Women in Military PNT

It was discussed that female participation at JNC was proportionately lower than at other ION events. The group suggested this was a reflection of their industry segment and not a reflection of the JNC culture.

Elliott Kaplan suggested that the Military Division cooperate with the ION’s Women in PNT Committee and provide an opportunity for female career development during JNC, similar to what was being done at ION GNSS+ now, and referenced the following http://gpsworld.com/taking-position-women-in-pnt-extend-a-hand/

Action: Elliott Kaplan, Military Division Chair, and Sharon Donald, Liaison, would arrange to meet with ION’s Women in PNT Committee Chair (Dr. Dorota Grejner-Brzezinska) and members during ION GNSS+ to determine the best way for the Division to leverage current Women in PNT efforts within the Military Division. Kaplan suggested other women that regularly attended JNC be invited, including Francine Vannicola.

Military Division Award?

Kaplan, following up on a past action item, asked the group if they wanted to continue to pursue a Military Division award at the JNC.

Beaty suggested the best way for the Division to represent themselves was to participate in the current awards nomination process. It was noted three of the ION’s national awards are aimed at military/government accomplishments (Superior Achievement Award for active warfighters, Hayes Award for program management and Weems Award for practical navigation accomplishments).

Action: Liaisons were encouraged to review ION’s Annual Awards nomination criteria available on the ION website and submit nominations by October 15 for deserving individuals.

It was agreed the Division would not seek to initiate additional awards at this time.

Involvement of GPS Directorate in JNC 2018 in Long Beach
Kaplan informed the group that he had been contacted by Capt. Coates from the GPS Directorate asking inquiring for potential JNC 2018 registration subsidies for GPS Directorate staff and ways in which the Directorate could help support the JNC event.

Beaty reviewed the terms of the Military Division’s Registration Grant program (first used JNC 2014). The purpose of the Military Division’s Joint Navigation Conference (JNC) Registration Grant Program is for the Military Division to provide complimentary registrations for local area first responders and local uniformed military personnel that would typically not attend the JNC due to financial constraints. Grants are awarded by the ION at its sole discretion. The ION reserves the right to change the criteria, or scope of the program, at any time.

It was agreed the program would continue to be used in Long Beach; however, there was unanimous consensus that the rank/level for military participants be changed from O-5/E-5 to O-4/E-4.

**Motion:** The Military Division’s Registration Grant Program policy be amended to have only perspective uniformed active duty attendees of rank E-4 to O-4 and below considered (including uniformed students at local military academies); no civil service or government contractors will be considered. The motion was approved.

**Action:** Beaty to update the Military Division’s Registration Grant Program policy to reflect the change above and post on the ION website.

See Attached File: JNC Registration Grant Program 8-23-17

The meeting was adjourned at 3:30 p.m.

**APPENDIX:**

**SETTING OF JNC 2018 REGISTRATION FEES**

The following email was sent to all Military Division Liaisons by Elliott Kaplan, Military Division Chair on August 25, 2017:

All,

- I would like to know your preferred choice of several options for the Registration fee.
- **Please respond before COB Monday, 28 August.**
- Our base cost of next year’s conference is $980. This is the cost for an ION member to register early and stay at a conference hotel.
- The $980 is an increase of $220 over the $760 base cost for Dayton.
• Of the $220 increase, ION only has $198 of this to work with to provide benefits because the Division retains 10% of the increase.
• $148 of the increase will be eaten (literally) with the increased cost of the catering. Catering in Dayton was $126 per person (where we were tax exempt); catering in Long Beach will average $274 per person (where sales tax is 10.25%).
• $52 represent additional increases across the board (COLA, location cost increases and some additional programs budget increased to accommodate).
• We have three courses of action we are asking you to select from:
  A) Set the registration at $980 (i.e., “Big Bang” effect)
  B) Set the registration at $880, subsidizing each registrant’s fee by $100 from the Military Division bank account
    ▪ Total funds in the Military Division account = $254K
    ▪ Total subsidy = $100 x 700 (anticipated attendees) = $70K
    ▪ The Military Division is estimated to received $76K in commission/rebate from JNC 2018 revenues (the Division receives 10% of all gross JNC revenues).
    ▪ We do need to account for the Military Grant program, which will allow up to 80 military personnel to attend the conference at no cost. This translates to 80 at estimated reduced cost to the Division of $700 each = $56K
    ▪ Thus, the total remaining funds in the bank account would be $254K - $70K + $76K - $56K = $204K
  C) Set the registration fee at $720, subsidizing each registrant’s fee by the entire difference ($220) from the bank account:
    ▪ Total subsidy $220 x 700 = $154K
    ▪ The Military Grant program expenditure is anticipated at $56K
    ▪ 10% Military Division fee = $76K
    ▪ Remaining funds in Military Division account = $254K - $154K - 56K +$76K = $120K
    ▪ This is a one-time thing; we do not have sufficient funds to cover 2019 activities at the same level.

  Please respond by Monday COB since we need to get the Call for Abstracts to the printer this coming week.

  Thank you,
  R/Elliott

Voting transpired. Kaplan followed up with the following email to all Military Division Liaisons on August 29, 2017:

TO: Military Division Officers and Liaisons
FROM: Elliott Kaplan, Military Division Chair
COPY: ION President and Lisa Beaty
DATE: August 29, 2017
RE: JNC 2018 Registration Fees

JNC 2018 Registration Fees

On Friday, August 25, I advised you that the base registration rate for JNC 2018 in Long Beach was budgeted to be $980 (cost for an ION member who registers early and stays at the
conference hotel). I collated the feasible options into the following and asked you voice your preferences:

Option A:
Set the registration fee at $980 ("Big Bang" effect in a single year)

Option B:
Set the fee at $880 by subsiding each registrant’s fee by $100 from Military Division funds, effects were outlined.

Option C:
Set the fee at $760 (2017 fees), subsidizing each registrant’s fee by $220 from Military Division funds, effects were outlined.

The vast majority voted for “Option B” in which the Military Division bank account subsidizes each registrant’s fee by $100.

I want to thank each of you for your feedback. I appreciate how deeply you each care about the success of this meeting and your advocacy for our professional community.

After listening, considering other opinions presented, and reflecting on impacts to future events and programs, I have decided that we will go with “Option B”. This decision will enable us to move forward in our planning for our 2018 event. The Division will also continue to fund programs and expenses we have traditionally funded in past years including committee events activities and amenities, warfighter travel and our Military Division Registration Grant Program for local uniformed military personnel and first responders. We will evaluate the effect of the 2018 fees and location on the meeting when we assess and plan for 2019.

How are JNC 2018 Registration Used?

The following is a breakdown of how JNC revenues are used based on the projected 2018 budget and actual overhead allocations from 2016 (actual overhead allocations for JNC 2017 will be done in March 2018).
16% ION Programs: Membership, Awards, Government Fellows (PNT advisor to Congress or Exec Branch). Note: 82% of JNC 2017 attendees were ION members, and thus a portion of their registration fees directly subsidize their individual membership benefits.

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37% Overhead and Labor: staff labor, occupancy, web services, AMP, registration, computer and AV equipment, online publications, office supplies, phone, copier, misc. printing and postage, etc.

25% Food and Beverage

4% Registration Processing (including bankcard charges)

5% Business Related, Busses, Freight, Staff Travel, Proceeding Production

1% Wi-Fi Attendees, AV,

10% Military Division Commission. Restricted funds managed and allocated at the discretion of the Military Division Officers.
The purpose of the Military Division’s Joint Navigation Conference (JNC) Registration Grant Program is for the Military Division of the Institute of Navigation (ION) to provide complimentary registrations for local area first responders and local uniformed military personnel (active duty E-4 to O-4; and students at military academies) that would typically not attend the JNC due to financial constraints.

Grants shall be awarded by the ION at its sole discretion. The ION reserves the right to change the criteria, or scope of the program, at any time.

Funding:
- The Military Division authorizes up to 80 military grants and 20 first responder grants for local Long Beach, CA area personnel to attend the JNC 2018.
- Grant applications will be processed on a first-come, first-served basis. Applications will not be considered until fully complete.
- The Military Division will reimburse applications approved by the ION National Office at a rate of $600 each.

Complimentary Attendee Qualifications:
- For first-time attendees only.
- Attendees must live and work within 50 miles of the conference location.
- Prospective Military Attendees: Uniformed active duty E-4 to O-4 only; uniformed students at local military academies; no civil service or government contractors will be considered. First Responders: Uniformed “boots on the ground” municipal/state employees only.
- Prospective attendees will be required to fill out a grant application by the early-registration deadline (June 15) and agree to the terms as outlined on said form. Late grant applications will not be accepted.
- Attendees must be able to meet the FOOU attendance requirements. JPAS security credentials, or a completed visit request form, must be submitted with the grant application.