



**MILITARY DIVISION MINUTES
WITH GOVERNMENT LIAISONS**

Friday, June 9, 2017
Crowne Plaza Hotel, Dayton, Ohio

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 June 9, 2017 in Dayton, Ohio at 8:30 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 Anzperger
Bill Bollwerk
Kevin Coggins
Eddy Emile
John Del Colliano
Greg Graham
Robert Greenlee
Jalal Mapar
Paul Olson
Tom Powell
Neeraj Pujara

OTHER PARTICIPANTS:

Lisa Beaty, ION Executive Director

AGENDA

1. JNC Recap/Warfighter Recap: N. Pujara
2. JNC Meeting Processes Clarifications: E. Kaplan
3. Status of JNC 2018 and JNC 2019: G. Graham
4. Status JNC 2020 and 2021, Colorado Springs: L. Beaty
5. Proposal Revision Military Division Logo/Background and Rationale: L. Beaty
6. Proposal for New Government Liaisons: E. Kaplan

AGENDA

JNC Recap/Warfighter Recap: N. Pujara

Neeraj Pujara, JNC 2017 program chair, extended his thanks to the program committee and ION staff for their work and contributions to the week's events. He then gave all committee members the opportunity to comment on the meeting with the following notes and suggestions:

Technical Program:

- Kaplan noted a general improvement in the technical content.
- Anszperger noted too many good presentations competing with each other in parallel; a good problem to have.
- Bollwerk suggested that the entire committee needed to be available to back-up track chairs if they needed to be somewhere else during the program. Track chairs should not feel obligated to remain in their track during the entire event.
- Olson noted that the pre-conference tutorials were excellent this year; the best the conference had ever hosted. Langer noted that the tutorials were not all 101 and making the tutorials FOUO added critical details that people needed.
- Pujara noted that the paper start times printed in the onsite program were when the speaker was supposed to start speaking. He had noted that speakers were starting late, often because of long and wordy bios. It was recommended that bios be shortened. No specific recommendations were made.

Review Classified Session:

- Greenlee made of point of clarifying that the entire committee needed to be involved in the organization of the classified session and not just the JNWC.
- The group discussed redefining the classified session abstract submission requirements. However, the point was made that the committee often moved abstracts from the FOUO program into the classified session during abstract sorting, or presentations were added to the classified session with no more than a topic based on committee knowledge. In short, often the committee was not actually reviewing an abstract when making placement decisions.
- It was agreed that classified session presentations/presenters needed to be screened more carefully because they are sole speaker during this portion of the conference. The agreed upon solution was for a member of the committee to speak to all classified presenters by telephone prior to allocating a slot to them in the classified program. It was also suggested that classified speakers be provided with additional dos and don'ts in their author's kit.

[Action: Potential classified session presenters shall be pre-screened by telephone interview by a member of the JNC program committee prior to being given a presentation slot in the JNC classified session program. JNC program committee member shall determine the classified nature of the presentation, general interest for overall audience, and the presenter's ability to appeal to a](#)

wide audience. The JNC committee member shall also emphasize a list of requirements for classified session presentations to include a problem statement and solution etc.

- Timing on the classified day needed to be adhered to (sensitivity to bus schedule, flights, etc.)
- A desire was expressed to add more question and answer time – perhaps at the end of the day.
- There was discussion about adding a threat panel to classified day.
- Graham noted that the group needed to improve positive room control into classified session. Discussion determined that this was an issue specific to this location. Pujara will follow up with the AFRL security team.
- Powell confirmed that in 2018 Aerospace would be able to host parallel sessions in the afternoon.
- There was discussion about hosting an additional classified session in 2018, with somewhat different access requirements. It was decided that this should NOT be hosted as part of the JNC, but that there was nothing precluding a government group from hosting this on the Friday following JNC.

Logistical Notes:

- Mapar noted that networking opportunities at the conference were excellent!
- Langer noted that the timing/scheduling of this year's program worked well.
- Improvements were noted with the collection of equipment and FOUO materials at the end of the sessions.
- Emile noted AV was much better this year. Compliments were extended to Rick for his support.
- Mapar requested the committee revisit speaker gifts for next year. It was suggested the group consider the use ION military style coins. Coggins noted he would like to present ION coins to warfighter panel members as speaker gifts.
- All agreed that the session room sizes were about perfect this year. There were chairs for everyone and no one was standing unless they chose to do so.
- Food and Beverage:
 - There was consensus that the quality of the food was better this year than last, but that the ability to service the group in a timely fashion was unacceptable.
 - There was open acknowledgement, with an apology from Beaty that the center had run out of food for lunch on Tuesday and was ill equipped to recover or prepare additional menu items to get everyone fed. Beaty reported that this was not a case of not having ordered enough lunches, but rather portion control and the kitchen having under prepared an adequate amount of food per person. Beaty agreed that this lunch, as well as the facilities expectation to serve break numbers in a limited amount of time, had been unacceptable, and it had been a struggle. Beaty read text of a thank you letter she proposed to mail to all JNC 2017 attendees thanking them for their participation, advertising dates for next year and enclosing a Starbucks card allowing them to purchase a cup of coffee on ION as a good will gesture. Beaty advised the group she could execute this

and fund it in the current conference budget with the intent of getting this produced and mailed as quickly as possible.

Action: Beaty to execute the JNC 2017 Starbucks thank you with JNC 2018 promotion to JNC 2017 attendees.

Action: ION staff need to be present before and during EVERY meal function to ensure preparation, smooth service, crowd control, etc.

- Lack of available water was noted.
Action: Add bottled water to exhibit hall breaks. Add water stations/bubblers in the back of each meeting room.
- The desire was expressed to have coffee available in technical session area throughout the day. Beaty reported that coffee would only be available in the early morning before the exhibit hall opened as all the food and beverage thereafter was hosted in the exhibit hall to drive attendees to the hall. Some noted that this was inconvenient, but Beaty noted this was necessary to service the exhibitors that were another important part of the JNC event.
Action: Display a sign in the morning coffee buffet for attendee viewing that after 10 a.m. that coffee and refreshments are available in the JNC exhibit hall.
- Mapar requested that ION produce four-color onsite program. Olson commented that he liked blank "NOTE" pages in the onsite program.

JNC Meeting Processes Clarifications: E. Kaplan

It was noted that to maintain consistency, and ensure all our keynote speakers and their staff were receiving consistent information; Kaplan stated that the ION National Office needed to send formal JNC plenary speaker invitation letters.

Action: Update instructions to those inviting plenary speakers. After informal invitations to plenary speakers had been extended full contact information is to be forwarded to Beaty so she could ensure the speaker, and their staff, received formal invitation. Formal invitations would include all the pertinent details they would need for the conference and their presentation.

Status of JNC 2018 and JNC 2019: G. Graham

Greg Graham, JNC 2018 program chair, reported that the JNC 2018 would be held July 9-12, 2018 at the Hyatt Regency in Long Beach, CA. The 2018 program committee would include:

Program Co-chair:	Eddy Emile
Short Courses Chair:	John DelColliano
Track Chairs:	To be named in February
Classified Session Chair:	Bob Greenlee
Warfighter Chair:	Kevin Coggins

2018 Technical Program:

- The JNWC agreed to host the February 2018 JNC 2018 abstract review meeting.
- It was agreed to rebrand “Tutorials” as “Short Courses”.
 Action: For JNC 2018, rebrand “Tutorials” as “Short Courses”
- Action: Beaty to adjust program schedule to move plenary sessions to after lunch (1:45 p.m. – 3:15 p.m.). This will allow for smoother transition for lunch services.
- Greenlee suggested that the warfighter panel be moved to an FOUO plenary session instead of during the classified day. The matter was taken under consideration, but no decision was made.

Proposed Contest – “JNC Challenge”:

Graham reported that he was proposing a contest for JNC 2018 in keying receivers. The details of what and when had yet to be proposed but that he had asked Tom Powell to head this effort.

Mapar asked what other ways the Military Division could use its influence and resources to look forward and involve the next generation in upcoming challenges and leadership.

2018 Exhibit Hall:

It was agreed that the exhibit hall would be open to all paid attendees on a “public release” basis. It was suggested that signs be placed at the doors that stated “PUBLIC RELEASE – NOT AN FOUO AREA” to remind exhibitors and attendees that foreign nationals might be present in the hall.

Action: “PUBLIC RELEASE – NOT AN FOUO AREA” signs will be posted at the doors to the exhibit hall in 2018. ION will notify exhibitors that JNC 2018 will be public release for attendance, materials and conversations.

2018 Location Requirements/Registration Fees:

Beaty notified the group that the Hyatt in Long Beach would be a much more difficult hotel to work with in terms of government rate and warned the group that after the cut-off date the hotel would not be honoring the group rate. She also noted that if the group dropped below its 80% required pick-up that the group would lose its upgrades for committee members etc.

Beaty reported that Long Beach would be considerably more expensive location than Dayton. In an effort to control the registration fee increases in 2018, Beaty requested that the Military Division abate the 10% gross revenue rebate for the next two years. It was proposed that the abated 10% rebate would be used to subsidize the increased cost of catering and California sales tax, thus reducing the increase required to registration fees. There was considerable discussion. The consensus was to wait until Beaty completed the budget for JNC 2018 the end of year to see what the proposed registration fees would be and then work with Military Division officers on using Military Division funds for specific JNC 2018 expenses if deemed necessary at that time.

Status JNC 2020 and 2021, Colorado Springs: L. Beaty

Beaty reported that JNC 2017 had ended with 648 attendees and she expected that in two years the conference would be leaving California with 750-800 attendees. At this attendance level the Elegante Hotel (former Crowne Plaza) meeting rooms in Colorado Springs would be unable to accommodate the conference.

There were many recommendations as to alternative locations. Beaty stated she did not want to revisit alternative locations, as logistically there were very few sites. Her understanding was that the preference was to locate in a location with an existing military PNT presence that would accommodate high profile plenary speakers.

It was reported and agreed that Beaty's current plan was to work with USAF Academy to secure use of Arnold Hall for the classified session in June/July of 2020 and 2021, and use the Falcon Club for lunch. If classified facilities could be secured in Colorado Springs, meeting space would then be sought at the Denver Convention Center for rental. It was reported that June/July were high season in Denver and it was unlikely that ION would be able to get a government block at a large downtown government hotel; more than likely attendees would be on their own for government reservations.

Proposal Revision Military Division Logo/Background and Rationale: L. Beaty

Beaty reported that the ION Council had approved a new modernized logo at the January Council meeting and that ION was trying to streamline their brand identification for all their membership and meeting products under one singular ION logo. Beaty stated that it was ION's strong preference that all the ION's chapters and Divisions use the ION's parent logo for all programs, with the Division designation as follows when appropriate:



It was noted that the JNC conference logo would still be used on the conference program brochure, but when referring to the sponsoring organization/branding the organization the ION parent logo would be used and ION would discontinue the use of the former Military Division logo.

The committee requested that on future JNC program shirts that the JNC conference logo be used.

Action: For JNC 2018 program committee shirts use the JNC conference logo.

Proposal for New Government Liaisons: E. Kaplan

It was reported that Dr. David Chapman's bio had been circulated to the liaisons with the agenda in May for review and consideration as a Liaison to the Military Division.

Dr. David Chapman is the Mission Area Lead for Positioning, Navigation, and Timing at the Air Force Research Laboratory, Space Vehicles Directorate. He is also the principal investigator for AFRL's integrated flight experiment, Navigation Technology Satellite 3. He has a Ph.D. in Materials Science and Engineering from the University of Utah.

Motion: Military Division officers approve an ION Military Division Government Liaison invitation be sent to Dr. David Chapman for a three-year appointment. Motion approved by Military Division officers.

Postscript: Dr. David Chapman accepted the invitation and has returned his signed service authorization to the ION National Office.

Greg Graham suggested another potential Army liaison. Graham is to provide the candidate's bio to Beaty for circulation to the group.

Action: Greg Graham to provide candidate's bio to Beaty. Beaty will circulate bio to current Military Division liaisons for consideration as a potential new liaison.

The meeting was adjourned at 11:30 a.m.