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 October 16, 2018 in Reston, Virginia at 8:30 a.m. Those present (in person or via teleconference) were:

VOTING COMMITTEE MEMBERS:
  John Langer, Chair
  Sharon Donald, Vice Chair

NON-VOTING GOVERNMENT LIAISONS:
  Jan Anszperger
  Bill Bollwerk (via telecon)
  David Chapman
  Eddy Emile
  Elliott Kaplan
  Paul Olson
  Neeraj Pujara
  Greg Reynolds
  Joe Schnecker
  Fay Spellerberg (via telecon)
  Ben Wash (via telecon)
  David Wolfe

OTHER PARTICIPANTS:
  Lisa Beaty, ION Executive Director

AGENDA
1. Review JNC 2019 Program Committee: E. Emile
2. Review JNC 2019 Session Topics: E. Emile
3. Review the of Role and Responsibilities of JNC 2019 Session Chairs: E. Emile
4. Matching of JNC 2019 Session Chair Candidates to Proposed Sessions: E. Emile
5. Update on 2019 Program Plan for Classified Session: Wash/Spellerberg
6. Update on 2019 Classified Venue/Location: J. Langer
7. Liaison Advice on Continued Division Registration Subsidy JNC 2019: J. Langer
8. JNC Shirt Color and Logo Application: E. Emile
9. Scheduling February Program Organizational Meeting: J. Langer
Review JNC 2019 Program Committee

Eddy Emile, JNC 2019 General Chair, announced the JNC 2019 program committee as follows:

- **Program Chair:** Emile
- **Program Vice Chair:** Schnecker
- **Track Chairs:** Chapman, Kaplan, Reynolds, Wolfe
- **Plenary Sessions:** Powell
- **Tutorials:** Olson
- **Classified Track:** Wash/Spellerberg (US only)
- **Warfighter Panel:** Coggins/Memmen/BG James (see notes below)

Note that there was committee discussion over the appropriateness of having Coggins and Memmen continue with the warfighter panel in 2019, as both were now contractors. Some felt strongly government reps, with a preference for uniformed military personnel, should chair the panel. All agreed that the 2018 panel had been one of the best panels in the history of the JNC. Beaty shared with the group that Coggins achieved this result by pre-interviewing all the panel participants and arranging their remarks in a logical fashion so that the session was well organized and produced in advance of the meeting. Additionally, it was noted that the committee needed to be sensitive to the fact that the JNC has a large number of first-time attendees at the meeting each year and the warfighter panel is the reason many attend the classified session day.

Beaty suggested that the ION invite BG James to co-chair the warfighter panel in 2019 with Coggins and Memmen as he had expressed interest in participating again in 2019. The consensus was that: 1) BG James would be invited to co-chair the warfighter panel in 2019 with Coggins and Memmen; 2) Coggins and Memmen would be invited to chair again in 2019 based on the outstanding results from 2018, but that they’d be asked to think about a succession plan for future years that involves a military/government co-chair.

Review JNC 2019 Session Topics

JNC 2018 session topics were reviewed and updated for 2019. Assignments were made to update session descriptions for JNC 2019 sessions. New topics/trends were discussed as were the best manner in which to incorporate them into the program.

Review the of Role and Responsibilities of JNC 2019 Session Chairs

The committee discussed the difference between sessions where session co-chairs are assigned abstracts by the committee verses new sessions that may require more actively involved session chairs to directly solicit abstracts to fill sessions. It was agreed that different types of session chairs could be recruited for JNC sessions based on needs and the committee could handle these individually during the abstract review meeting.
Matching of JNC 2019 Session Chair Candidates to Proposed Sessions

Assignments were made to issue invitations to JNC 2019 session chairs. It was agreed that in some cases it would be acceptable to list one chair in the Call for Abstracts. Additionally, in some cases, it was suggested that the government session co-chair be permitted to suggest/invite his/her co-chair from industry.

Update on 2019 Program Plan for Classified Session

Wash and Spellerberg provided ideas for keynote speakers. It was agreed that all keynote speakers would be given a choice of FOUO or classified venue/date based on their topic/schedule. It was reported that the conference committee would attempt to accommodate various keynote speakers and their schedules as much as was possible.

Beaty reported that she had already coordinated an updated procedure for the submission of classified abstracts to the JNWC that would expedite this process in 2019.

Update on 2019 Classified Venue/Location

John Langer reported that he and Eddy Emile were planning to tour a local Northrop Grumman facility later this month to determine if it would be able to accommodate the JNC’s classified session in 2019. Langer reported that his first preference would be to relocate the session to a larger facility so that no one was turned away.

If a larger facility could not be obtained, it was reported that the ION planned to issue passes to the classified session based on the date by which the JNWC received security clearances. Instructions on how the seating/attrition for the classified session would be provided on the website/advance conference program at the time the program was released.

Liaison Advice on Continued Division Registration Subsidy JNC 2019

John Langer reported that the Division had subsidized JNC 2018 attendee registrations by $100 per person to facilitate the higher cost of catering in the Los Angeles, and to lessen the increase to registration from one year to the next. It was reported that the Division officers had expected to use funds from the Division’s treasury to fund this. However, because of the large attendance and increase in exhibit and sponsorship revenue in 2018, the Division’s 10% return on the gross revenue of the meeting had more than covered $100 per person subsidy. It was reported that the Division had earned $84,913 rebate from JNC 2018 and the 2018 registration subsidy had totaled $80,300. It was reported the Division had spent $23,480 on other Military Division programs this past year (see summary below).
<table>
<thead>
<tr>
<th>Description</th>
<th>Date</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>JNC 2018 Military Division Commission</td>
<td></td>
<td>$84,913.50</td>
</tr>
<tr>
<td>(see Sheet2 for detail)</td>
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<td></td>
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<tr>
<td>Military Division Registration Subsidy JNC18</td>
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<td>$80,300.00</td>
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<td>(see Sheet2 for detail)</td>
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<tr>
<td>Other MD Expenses Nat'l. Paid MD Behalf (11/01/2017-07/31/2018):</td>
<td></td>
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<tr>
<td>Cincinnati Site: Travel Expenses</td>
<td>11/15/2017</td>
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<td>JNC18 Shirt Purchase</td>
<td>1/10/2018</td>
<td>$847.01</td>
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<tr>
<td>Graham (reimb MD meal expense NM)</td>
<td>3/1/2018</td>
<td>$632.44</td>
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<td>Christensen/ Dayton Section Speaker Travel</td>
<td>4/30/2018</td>
<td>$1,110.50</td>
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<tr>
<td>Shure Microphone Purchase</td>
<td>5/11/2018</td>
<td>$9,950.00</td>
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<tr>
<td>Kaplan/Graham Plaques</td>
<td>7/18/2018</td>
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<tr>
<td>JNC18 Warfighter Travel</td>
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<tr>
<td>JNC18 Gump Shrimp Family Meal</td>
<td>7/31/2018</td>
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<td>JNC18 Kings Fish House</td>
<td>7/31/2018</td>
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<td>JNC19 Coin Purchase</td>
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<td><strong>TOTALS:</strong></td>
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<td>$84,913.50 $103,780.31</td>
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**Military Division Owes to National:** $18,866.81

It was reported that as of the end of September the Military Division had approximately $405K in assets ($205K in their cash operating account and an additional $199K in a Fidelity investment fund).

Langer asked for the Liaisons advice and comments on the proposal for the Military Division to subsidize $100 per person again in 2019. Considerable discussion followed. The consensus of the group was to continue the $100 per registrant subsidy, and Military Division Registration Grant program, at the same levels in 2019 as in 2018.

**Motion:** Military Division officers authorize $100 per registrant and $700 per warfighter/local responder (Military Division Registration Grant) for JNC 2019 be funded from Military Division funds. This is in addition to all other existing programs currently authorized by the Military Division. Motion approved by John Langer and Sharon Donald.

**JNC Shirt Color and Logo Application**

Eddy Emile advised the group he had selected a shirt for logo application for JNC 2019 in a black and white color scheme.
Beaty suggested that the JNC 2019 shirts have the JNC logo embroidered on the chest and the ION logo on the arm. There was no objection.

**Scheduling February Program Organizational Meeting**

Dates for the JNC abstract review meeting were discussed. It was agreed this meeting would be held either February 26 or March 5 (with Beaty noting a strong preference for February 26). It was requested that the meeting be held in a location where the committee could make classified abstracts available for review.

The meeting adjourned at 4:30 p.m.