

SBRC D Project Kickoff Meeting Minutes
March 9, 2007

Attendance

Alok K. Verma	Project Technical POC and PI – ODU
Carol Considine	ET Dept. - ODU
Mark Scott	NGSS
Vince Warren	NGNN
Larry Koeck	NGNN
Regina Farr	U.S Maritime Administration
Gary Crossman	ET Chair – ODU
James House	ATI Technical Director
Margie Kraft	ATI Project Manager
Ron Jerasa	Colonna’s Shipyard Inc.
Eddie Hughes	Colonna’s Shipyard Inc.
Osman Akan	Associate Dean – ODU
Greg Whitney	Atlantic Marine – PTR
Daniel K. Youhas	SCA
Barbara Murray	Maritime & Transportation Center, TCC
Lynn McIlvane	ODU- Research Foundation

In attendance via teleconference

Larry Gebhardt	ASD
Chuck Fontenot	Bollinger Shipyards

Meeting Minutes

1. Alok Verma opened the meeting and welcomed all attendees. Introductions were made by all attendees.
2. Osman Akan introduced the participants to the Batten College of Engineering and Technology
3. Margie Kraft reviewed the roles of PTR, ATI, and the project team. Greg Whitney was identified as the technical representative for this project. She stressed the importance of meeting the reporting and deliverable milestones for the project.
4. Alok Verma provided an overview of the SBRC D project. The following additional comments were made:
 - Larry Gebhardt suggested that the project promote the Career Resource Center link from the project web page.

- Barbara Murray indicated that the Maritime & Transportation Center would also like to be linked to the project web page.
 - Barbara Murray discussed the Maritime Camp Day the will be held this summer for high school counselors. This project is being developed by the Maritime & Transportation Center at TCC. A meeting will be held April 4, 2007 to discuss this the camp day; Alok Verma was invited to discuss the SBRCDD project at that meeting.
 - Alok Verma stated that it is the intent of the project to include links to as many other web sources on the ship building and repair industry as possible.
 - Mark Scott broached the subject of the non-native language workforce that is primarily used in the Gulf Coast. It was stated that this project would not address that issue.
5. Carol Considine introduced the Construction Career Day Events that are the model for the SBRCDD project. The following additional comments were made:
- James House asked if the SBRCDD Project team had established contacts with educational institutions in the Gulf Coast areas. Alok Verma stated that these contacts will be established through our partners (NGSS).
 - Alok Verma clarified that an attitudinal survey will be used to assess the change in attitude of students due to career day events.
 - Ron Jerasa stated that it will be important to compare salaries of the shipbuilding industry to other service industries and let the students know the benefits of joining the shipbuilding & repair industry.
 - Information on articulation agreements between apprentice schools, community colleges, and 4-year schools should be available to students at the event. This will enable students to understand the various career paths available in the shipbuilding and repair industries.
 - There should also be an emphasis on the tuition reimbursement programs offered within the shipbuilding & repair industry.
 - Larry Gebhardt suggested that contact be made with the Ship Builders Council, the American Shipbuilding Association and the National Association of Manufacturers.
 - Larry Gebhardt stated that it will be important to have press releases and news coverage to promote the event. This type of media coverage will also help promote the industry.
 - Larry Gebhardt stated that ASD has been working on software that will allow a virtual tour of the shipyard and this type of display would probably be popular at the career day event.
 - Vince Warren indicated that NGNN could possibly display the Virtual CAVE at the career day event.
 - Alok Verma suggested a VASCIC (Virginia Advanced Shipbuilding Carrier Integration Center) booth at the career day event to demonstrate current research projects.
 - Ron Jerasa suggested that students have passports that require stamps from 75% of the exhibit booths for a prize.

- The members felt that there should be no limit on the number of students attending the career day event and it should be open to all students who are interested. Alok Verma indicated that additional sponsors would be required to cover the additional costs associated with handouts.
 - Larry Gebhardt suggested that shipyard subcontractors be contacted for some of the hands on display booths.
 - Larry Gebhardt mentioned that since the middle and high schools are the focus of this project that eventually a program needs to be developed for elementary age children.
6. Alok Verma reviewed the program project management plan, technology transfer plan and the statement of work, including deliverables. The following additional comments were made:
- Jim House indicated that it would be important that the Navy program managers associated with the partners of the SBRCDC project be informed about the project as part of the communication plan.
 - NGNN indicated that the project should include Apprentice Training Managers in the dissemination plan.
 - James House indicated that the Crosscut panel should be on the communication plan distribution list instead of the NSRP panel chairs.
 - Jim House asked for clarification of the deliverables schedule regarding the attitudinal surveys. Alok Verma indicated that this would be addressed in the first quarterly report.
7. Ron Jerasa, Vince Warren and Mark Scott discussed the benefits to the industry.
8. Margie Kraft stated that she would meet individually with ODURF to review the Milestone Payment Schedule and to review/clarify report and invoice flow.
9. Alok Verma stated that the next Quarterly Review Meeting has been tentatively scheduled for May 11, 2007 at ODU. Additional meeting dates will be announced soon.
10. Action items are listed below:
- Communication Plan was submitted on March 14, 2007.
 - Project Management Plan and Technology Transfer Plan due on March 30.
 - Barbara Murray to provide information on NSF proposal and incorporate Alok Verma presentation for the April 4 meeting.

cc:

Dan Brookman - NGNN
Malcolm Branch - VSRA
Yolanda Showers - ODU – Research Foundation