

**Texas Space Commission Board of Directors Meeting**

Minutes

Friday, August 30, 2024

1:00 PM

TxDOT Greer Building

125 East 11<sup>th</sup> Street

Austin, Texas 78701

**Board of Directors Members in Attendance In-Person:**

Dr. Nancy Currie-Gregg

Gwen Griffin

Evan Loomis

Brad Morrison

Kirk Shireman

**Board of Directors Members in Attendance Virtually:**

Sassie Duggleby

Kathryn Lueders

John Shannon

Dr. Heather Wilson

**Staff in Attendance:**

Joseph Behnke

Blake Calvert

Erin Chancellor

Adriana Cruz

Cody Cruz

Norman Garza

Stephanie Murphy\* – TARSEC Liaison

Andres Ramos

**1) Call to Order**

**a) Roll call of meeting attendees**

At 1:01 PM Chair Gwen Griffin called the meeting to order and directed staff to read the roll. A quorum was confirmed to be present.

**2) Welcome Remarks (Chair)**

Chair Gwen Griffin welcomed the board members, staff, and members of the public for attending the meeting. Discussed key milestones and made the board and public aware of new hires to the Texas Space Commission.

**3) Approval of Meeting Minutes**

a) July 17, 2024 meeting (*Action Item*)

Brad Morrison made a motion to approve the minutes for the July 17, 2024 meeting of the Texas Space Commission Board of Directors and was seconded by Dr. Nancy Currie-Gregg. The board unanimously voted to approve the minutes of the July 17, 2024 meeting of the Texas Space Commission Board of Directors.

b) July 25, 2024 meeting (*Action Item*)

Kirk Shireman made a motion to approve the minutes for the July 25, 2024 meeting of the Texas Space Commission Board of Directors and was seconded by Evan Loomis. The board unanimously voted to approve the minutes of the July 25, 2024 meeting of the Texas Space Commission Board of Directors.

**4) Executive Director Remarks**

Executive Director Norman Garza introduced new staff hired to the Texas Space Commission; Deputy Executive Director Blake Calvert, Chief Compliance Officer Erin Chancellor, Director of Communication Andres Ramos, and Executive Assistant Sylvia Anguiano. Each new hire gave an introduction to the board.

Executive Director Garza made the board and public aware of the next round of hires to the Texas Space Commission that include; Data Scientist, Commercial Aerospace Program Management Specialist, Military Aerospace Program Management Specialist, Financial Analyst, Planner, Grant Specialist, Researcher, Informational Specialist, Creative Media Designer, and Multi-Media Specialist.

Executive Director Garza discussed the budget for the Texas Space Commission. Discussed the actions taken by Office of the Governor's staff in regards to the budget. Made the board and public aware of meetings that took place between Executive Director Garza and various individuals and entities, as requested by the board.

**5) Texas Aerospace Research and Space Economy Consortium (TARSEC) Liaison Report**

Chair Gwen Griffin introduced to the board, Stephanie Murphy, TARSEC Liaison to the Texas Space Commission.

Ms. Murphy provided comments to the board regarding meetings held by TARSEC regarding the Texas Space Commission.

Ms. Murphy informed the board that bylaws had been formally adopted by the committee and official elections had taken place. Stephanie Murphy was elected as chair, Brian Freedman was elected as Vice Chair, David Alexander was elected as Treasurer, and Jack Fischer was elected as Secretary.

A draft Memo of Cooperation between TARSEC and the Office of the Governor will be reviewed by the executive board at the next meeting. A draft Memo of Understanding between TARSEC and Texas A&M is being reviewed by attorneys at Texas A&M. A draft set of rules for membership applications to join the Consortium is currently being drafted.

Ms. Murphy informed the board that TARSEC continues to make progress on a strategic plan and deliverables that are due to the Office of the Governor at the end of the year.

## **6) Subcommittee Updates**

### **a) Funding Process Subcommittee**

Chair Griffin informed meeting attendees that four members of the board; Dr. Nancy Currie-Gregg, Sassie Duggleby, Evan Loomis and Brad Morrison, have met with OOG staff to draft a grant application form and outline an application review process.

Dr. Nancy Currie-Gregg outlined the four options discussed by the Subcommittee regarding the draft grant application form process. Contributing to the reinforcement of alignment among the TSC Directors, Dr. Currie-Gregg encouraged all board members to have candid conversations about the draft documents that was shared with each of the ad hoc work group members. There have been discussions regarding the possibility of two separate application, one for “governmental entities”, which statutorily include institutes of higher education, and a separate application for “businesses and non-profits”. Dr. Currie-Gregg asked the board to advise on any potential changes to the draft document.

### **b) Strategic Plan Subcommittee**

Dr. Heather Wilson provided an update on the action of the Strategic Plan Subcommittee. Dr. Wilson discussed the four areas the Subcommittee has focused on to further progression towards the overall goal. These areas include creating and enabling infrastructure, advancing discovery and conducting high-value space related research, attracting and retaining important federal space missions, and ensuring a favorable regulatory environment. Dr. Wilson expressed the need for a state-wide scan of the space exploration ecosystem and provided examples of actions to be taken to gain a better understanding of the various sectors and entities involved.

## **7) Public Comment**

Chair Gwen Griffin opened the floor to public comments.

Sara Minchin commented to the board about its preparedness in matters of inappropriate use of funds.

Hunter Singh recommended that the board create a repository of information collected by the board over time that can be referenced by the local community as a valuable go-to source for plans, projects and innovations.

Scott Randall made suggestions to the board regarding a potential pilot project that would allow for continuing investment in the Texas space industry that would follow the Space Exploration and Aeronautics Research Fund.

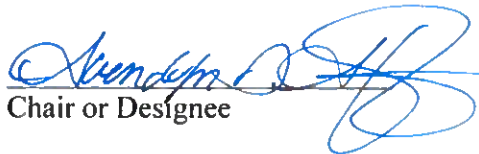
Nancy McGee urged the Commission to look at providing funding for support for K-12 schools to develop programs, and high education institutions to provide dual credit opportunities for students interested in space related fields.

Dan Jaffe suggested that the people making the application proposals begin with writing the evaluation rubrics then to write the questions that go into the proposal form.

Jason Hassay recommended a joint project for those that don't fit into the university and/or industry category.

**8) Adjournment**

At 1:55 PM, Chair Gwen Griffin moved to adjourn the meeting. No objections. Meeting was adjourned.

  
Chair or Designee

10-7-24  
Date