

Research and Technology Investment Advisory Committee (RTIAC)  
Meeting Minutes (DRAFT)  
Herndon, Virginia  
May 4, 2017

**OPEN MEETING**

Call to Order

Robert Stolle called the meeting of the Research and Technology Investment Advisory Committee (RTIAC) to order at 12:07 p.m. on May 4, 2017, at the CIT Building in Herndon, Virginia. Quorum was present shortly after.

Attendance

The following RTIAC members were present: Steve Clinton, Deborah Crawford, Cheryl Giggetts, Yvonne Harris, Bob Kahn, Morris Foster, Dennis Manos, Stephen Moret, and Scott Tolleson. Morris Foster participated remotely from Norfolk because of professional commitments, Dennis Manos participated remotely from Williamsburg because of medical reasons, and Stephen Moret participated remotely from Richmond because of professional commitments. Venkat Rao was absent. Also present: Bob Stolle, Nancy Vorona, Jennifer Hiltwine, and Heather Engen, from the Center for Innovative Technology (CIT). Ed Albrigo (CIT) participated from 12 – 12:13 p.m. and from 3:49 – 4:20 p.m. Alex Euler of CIT participated remotely from Charlottesville for approximately ten minutes beginning at 2:04 p.m.; Alex was invited to join to answer a question regarding one of the applications.

Agenda

Ed Albrigo welcomed Committee members and thanked them for their work. He then discussed an upswing in the demand for the type of Virginia support that the CRCF program provides, specifically because of the work the RTIAC has done year after year to recommend awards. However, funding has continuously been decreasing for CRCF. CIT and others have been working hard with the General Assembly and Administration to increase the funding baseline moving forward; efforts have been well received and results are seen.

Following Ed's remarks, Bob Stolle recommended moving into the agenda, beginning with a brief introduction of Committee members. Next, Mr. Stolle opened the floor for public comment; no members of the public were present. Mr. Stolle then moved for the approval of the RTIAC's May 11, 2016 meeting minutes. Bob Kahn expressed concern regarding the minutes' language and approach to project metrics, urging the Committee to decide if metrics and further conversation on the topic are warranted. Dennis Manos commented that the CRCF Annual Report captures project metrics and that doing more than what's being done for this assessment would be difficult; he emphasized, however, that the Committee does care about metrics. Bob Stolle mentioned CIT's role in the current JLARC review, also emphasizing the interest in and commitment to metrics. It was agreed that the discussion on metrics is important to the program and to the Committee and will be discussed further during the

RTIAC Discussion period of the agenda, at the end of the meeting. Dennis Manos moved to approve the minutes at 12:22 p.m.; Scott Tolleson seconded the motion. The approval was unanimous.

The meeting proceeded to a closed meeting at 12:22 p.m. Yvonne Harris read the following statement:

*“We will go into a closed session to discuss the Commonwealth Research Commercialization Fund (CRCF) with RTIAC members. I move that the Research and Technology Investment Advisory Committee of the Innovation and Entrepreneurship Investment Authority (IEIA) move into a closed session pursuant to Virginia Code 2.2-3711 (A)(30). There will be discussion or consideration of grant application records.*

*Do I have a second? Any discussion? All those in favor say ‘Aye’; those oppose say ‘Nay’.”*

Steve Clinton seconded the motion, and all members present said ‘Aye.’ The Motion carried at 12:23 p.m.

**CLOSED SESSION**

**OPEN MEETING**

Yvonne Harris read the following statement to resume open meeting at 3:21 p.m.:

*“The Committee is now reconvened in open session having completed a closed meeting. I will now ask that a roll-call be conducted, asking each member to certify, to the best of his or her knowledge, that only public business matters lawfully exempt from open meeting requirements under the Freedom of Information Act and only those public business matters identified in the motion convening the closed meeting were heard, discussed or considered in the closed meeting.”*

Bob Stolle then took a roll call to vote on this statement: *“Committee members please indicate that you agree or disagree.”*

Steve Clinton	Agree
Deborah Crawford	Agree
Morris Foster	Agree
Cheryl Giggetts	Agree
Yvonne Harris	Agree
Bob Kahn	Agree
Dennis Manos	Agree
Stephen Moret	Agree
Scott Tolleson	Agree

Jennifer Hiltwine then announced the projects in five programs that had been recommended for award. Forty projects totaling \$2,694,437 were recommended for award in FY2017. Cheryl Giggetts made a motion to approve the recommendations at 3:27 p.m., Deborah Crawford seconded the motion, and the vote confirming approval was unanimous.

**RTIAC Discussion**

Bob Stolle initiated the discussion by identifying key next steps for the FY2017 CRCF program: a May 25 presentation to the CIT Board of the RTIAC’s award recommendations followed by award

announcements in early June. Mr. Stolle then spoke about complementary technology grant programs, including the Virginia Biosciences Health Research Corporation (VBHRC), the Commonwealth Health Research Board (CHRB), and the Virginia Research Investment Fund (VRIF), overseen by the Virginia Research Investment Committee (VRIC). He also mentioned the VRIC's responsibilities to oversee the Virginia Research Investment Fund, provide guidance related to research with commercial potential; research and commercialization in the Commonwealth, and, beginning in CY2018, approve the Commonwealth Research and Technology Strategic Roadmap. Beginning in CY2018, SCHEV will have primary responsibility for development of the Roadmap. CIT will produce the Roadmap due January 1, 2018, and it is this Roadmap that will guide investments in the FY18 CRCF solicitation and VRIF's FY17 Call for Proposals.

Scott Tolleson suggested that the RTIAC hold a strategy session to discuss such topics as the group's role, CRCF, and the Roadmap in the context of rapidly changing environment. He liked the CRCF approach though had some comments, which he preferred to hold in order to focus on a discussion of metrics and other strategic issues. He commented that this is a crucial time to ensure that CRCF strategies reflect its size and that we and effectively communicate the CRCF program's impact. Mr. Tolleson also remarked on the importance of engaging with GO Virginia. Bob Stolle spoke about CIT's engagement and his in particular. Nancy Vorona identified metrics collected from awardees for the CRCF Annual Report as well as approaches and metrics used for similar programs in other states; she offered to share again a copy of the FY2016 CRCF Annual Report and that we would be developing the FY2017 Annual Report for submission October 1. A discussion ensued about ensuring metrics are relevant and cost-effectively collected and presented. Yvonne Harris suggested an interactive website to show trends and impact – a tool that is accessible

Ed Albrigo returned at 3:49 p.m. and discussion continued regarding communicating the impact of CIT programs. In addition to data, Mr. Albrigo remarked on the benefit of clients telling legislators their own stories about working with CIT and the impact of CIT programs.

Bob Kahn then asked about the status of the CIT Building. Ed Albrigo explained that he did not have a timeline for the building's sale and remarked on CIT's statewide presence and engagement. Dennis Manos stated available space in Williamsburg for a CIT presence and Yvonne Harris offered an office for use within JMU's Research and Scholarship space.

The meeting adjourned at 4:22 p.m.