UASRCC MEETING MINUTES

Wednesday, June 18, 2014. Twamley 305

PRESENT: J. Jenkins, H. Wamstad, B. Huschle, B. Milavetz, B. Gengler, M. Bowles, A. Frazier

Others Present: Brandi Jewett (Grand Forks Herald), P. Johnson (VPR)
Trevor Woods & Chris Theisen (Northern Plains UAS Test Site)

ABSENT: A. Palmer, P. Haga, F. Matejcek, B.J. Maxson, M. Nelson

T. Heitkamp called the meeting to order at 9:00 a.m. Introductions were made since there are two new
members on the committee. D. Harsell who replaced G. Gordon and B. Gengler who replaced G.
Hoover were introduced.

P. Johnson will be retiring and her last day as VPR is June 30th. She thanked everyone for their service
on the committee as it has evolved over the past year and appreciates the work that is being done. T.
Heitkamp thanked P. Johnson for her work and support of the UASRCC.

1. Approval of 5/16/2014 Minutes. K. Porter motion to approve. P. O’Neill seconded the motion. M.
Bowles asked for consistency in referenced names. Minutes approved.

2. Update on Biology Protocol-T. Woods reported that they flew at Sully’s Hill a few weeks ago.
They were able to capture bison and prairie dogs. They are waiting to fly again until July---or
when the data that was collected has been reviewed. This analysis will guide the research
teams future work. A successful collection of data was obtained. C. Theisen reported few if any
images of people were captured.

3. Update on NDSU Protocol. T. Woods reported that they flew last week and they are now flying
lower because the lower altitude is creating high quality images.

4. Addition of Trimble UX5 to NDSU Protocol. T. Woods had, in the past, provided a PowerPoint
presentation about the Trimble UX5. As a result, many committee members were aware of this
airframe. It is designed primarily for agricultural use. It comes with its own software and data
management program. A. Frazier motion to approve. C. Juntunen seconded the motion.
Motion approved unanimously to add the Trimble UX5 to current NDSU protocol.

   • Application- Changes were made as discussed at previous meeting--attached. A.
Frazier stated we might want to include language for those that aren’t familiar with the
application to have contact information for assistance. B. Milavetz stated the contact
should be in administration. C. Juntunen stated that we may want to add FAQs on
website i.e. what kind of signage and buffer zones. G. Lloyd motion to approve
changes. K. Porter seconded. Motion of approved changes of application approved
unanimously.
   • Charter-Made revised changes as were stated in previous meeting. B. Huschle motion
to approve changes. H. Wamstad seconded the motion. Motion unanimously passed
with revised changes to the charter.
6. **Election of Vice Chair.** A vice-chair would chair the meetings, if the Chair was absent. P. O’Neill nominated G. Lloyd. H. Wamstad seconded the nomination. G. Lloyd declined the nomination. C. Juntunen nominated K. Porter. P. O’Neill seconded the nomination. K. Porter elected as Vice Chair in a unanimous vote.

7. **Alternates.** B. Milavetz discussed that sometimes there are committee members that are unable to attend the meetings. He asked if a list of alternates to attend should be developed. G. Lloyd asked what type of training would be needed. A. Frazier stated that since it isn’t a problem at this time, it could be tabled and revisit if it does become a problem making quorum. G. Lloyd asked if could use technology for those that are unable to attend i.e. phone bridge. C. Juntunen stated that if there were alternates they could transition on the UASRCC more easily for those when people leave the committee. P. O’Neill stated that he likes the interaction that occurs when the new committee members come on since board because they have a totally new perspective. B. Milavetz asked the new members what would be helpful to them. D. Harsell suggested calling in if he is unable to attend. M. Bowles asked what would be helpful to give new members when they are first appointed to UASRCC. B. Huschle stated what was useful to him was reading about the different missions that have been approved. Also, to have a document with the different airframes would be useful and a brief explanation of how the committee has evolved. B. Milavetz, along with P. Johnson and J Miller, are currently writing a book chapter focused on privacy and ethical issues and about the response of this committee. It could use as a premier for new members. A. Frazier suggested putting a resource manual on the website. It was also discussed that instead of putting entire approved protocol on the website, only having a synopsis from the executive summary of the application. J. Jenkins stated that shouldn’t be a problem unless there is proprietary information. A. Frazier suggested having the new sensor system operator give presentation at a future meeting, maybe August.

8. **Update on UAS Summit.** C. Juntunen and T. Heitkamp will be presenting on the community perceptions survey that was given at the UAS Summit next Tuesday (6/24) at 11am during the roadshow which is open to the public which is at the Alerus. A. Frazier stated that there will also be a presentation of the airframes on Tuesday from 10-11am at the South Alerus parking lot pending weather.

T. Heitkamp stated there is a proposal that has been prepared from the Provost’s office for a super computer for data storage. It will be presented on 6/23 to US Senators Hoeven and Heitkamp, State Legislators and the Lt Governor Drew Wrigley. All attendees will have the opportunity to tour the new data management center.

9. **Subcommittees.** Is there a need? Need representation from other parts of the state. P. O’Neill asked how a subcommittee would work. B. Milavetz stated they could call or video in to discuss protocol that was reviewed. G. Lloyd asked how someone wanting to fly in another part of the state would do this? T. Wood discussed that the entire state is in the COA. A. Frazier suggested having three regional subcommittees (Northwest, Southeast, and Southwest). He suggested that there would be three voting members (government, public safety, community member). A. Frazier made motion for three subcommittees as was stated. D. Harsell seconded the motion. B. Milavetz also suggested having two community members. D. Harsell asked if only three members on subcommittee how much will their vote weigh in over the other members on the committee. Could they be out voted? G. Lloyd stated we should maybe consider them as an advisory committee members, instead of subcommittee members. K. Porter stated there should be tribal representation if flying on tribal land.
B. Milavetz will meet with T. Heitkamp and come up with a plan to bring back the idea of sub-committees to the UASRCC. A. Frazier tabled the motion. B. Milavetz would like someone experienced in agriculture, energy sector, biology and who is not affiliated with UND, and another legal prospective. This would expand the committee. P. O’Neill stated he would be more comfortable if the motion was withdrawn. A. Frazier withdrew motion and Harsell agreed.

10. Other. P. O’Neill suggested the meeting not be held at the Memorial Union due to parking. The REAC or IT building was suggested as potential locations for the meetings. A. Frazier discussed on 6/13 FAA legal issued an opinion letter that may have impact on test site regarding aeronautics research, he described it and discussed it most likely won’t be passed. He also stated he has submitted a proposal for a data gathering system. Since subcommittees were mentioned in the charter, it will be taken out so can be signed. M. Bowles will take out section (A) where subcommittees are mentioned. H. Wamstad motion to remove section (A). D. Harsell seconded motion. Motion passed to remove wording of subcommittees from the charter.

Next Meeting-July 16, 2014 at 9:00-11:00 a.m.-Twamley 305
- Subcommittees
- Northern Plains UAS Test Site

Meeting adjourned at 10:45 a.m.