

COMMISSION ON SCIENCE, INNOVATION, AND TECHNOLOGY

August 6, 2019

STEVENS INSTITUTE

OFFICE OF THE PRESIDENT, FENSTER HALL, NEWARK

MINUTES OF THE MEETING

Members of the Commission present: Chairman Gunjan Doshi, Public Members Dr. Joel Bloom, NJIT; Debbie Hart, BioNJ; and David Pascrell, Gibbons; Ex-officio Members: CEO Tim Sullivan of the New Jersey Economic Development Authority; LeVar Young representing Commissioner Lamont Repollet of the Department of Education; and Nariman Farvardin, President, Stevens Institute of Technology, Non-Voting member

Members present via conference call: Assemblyman Andrew Zwicker, Non-Voting member.

Members absent: Diana Gonzalez representing Secretary Zakiya Smith Ellis of the Office of the Secretary of Higher Education; Charlene Brown, AT&T; Beth Noveck, Office of Innovation; and Non-voting members: Assemblyman Christopher DePhillips, Senator Paul Sarlo, and Senator Robert Singer; and Dr. Robert Barchi, Rutgers University.

Also present: Beth McGrath, Stevens Institute of Technology; Kai Feder, Office of Innovation; Deputy Attorney General Elizabeth Tillou; Daniel Davidow, Office of the Governor; Danielle Esser, Deputy Chief of Staff, NJEDA; Brian Sabina, SVP, NJEDA; Kathleen Coviello, VP, NJEDA; and staff.

Chairman Doshi called the meeting to order at 10:00 am with a quorum of the Commission present. Per the Chairman's request, Muneerah Sanders read the Open Public Meetings announcement and performed the roll call of the Commission.

The next item was the approval of the June 20, 2019 minutes. On a motion by Ms. Hart, and seconded by Dr. Bloom, the minutes were approved by the voting members present.

Mr. Sullivan abstained because he was not present at the last meeting.

Chairman Doshi stated that the Commission needed to have a calendar in place, complete with meeting locations, for the remainder of 2019. Chairman Doshi indicated that NJEDA staff would develop a calendar for approval at the next Commission meeting.

2019 CALENDAR MEETING DATES:

The Members were presented with 2019 Meeting calendar. After discussion, the consensus was to table the calendar until the next meeting. On a motion by Mr. Pascrell, and seconded by Ms. Hart, the tabling of the calendar was approved by the voting members present.

UPDATED MOU BETWEEN CSIT AND NJEDA:

Mr. Sabina summarized the amended Memorandum of Understanding between the Commission on Science, Innovation and Technology and the EDA, that was brought before the Members, which was amended to allow the Executive Director of the CSIT to be an employee of the NJEDA. In a roll call vote, the Memorandum of Understanding, as amended, was approved by the voting members present.

APPROVAL OF BY-LAWS:

Ms. Esser summarized the By-Laws that were presented to the Members with updates made since the prior CSIT Board meeting. A few amendments were offered, including strengthening of language in Article 1, Section 4, under Scope of Mandate, and adding a more robust description of the role of the Treasurer under Article II, Section 6. On a motion by Mr. Pascrell, and seconded by Ms. Hart, the By-Laws were approved by the voting members present.

ELECTION OF OFFICERS:

Chairman Doshi nominated Ms. Hart for Vice Chair. On a motion by Dr. Bloom, and seconded by Mr. Pascrell, the nomination was approved by the voting members present.

Chairman Doshi nominated Mr. Pascrell for Treasurer. On a motion by Dr. Bloom, and seconded by Mr. Sullivan, the nomination was approved by the voting members present.

COMMITTEE ASSIGNMENTS:

Chairman Doshi read the list of appointments for the following board committees:

- Executive Committee: Chairman Doshi, Ms. Hart, Mr. Pascrell, and Mr. Sullivan
- Audit Committee: Mr. Pascrell, Zakiya Smith Ellis, Dr. Farvardin, Assemblyman DePhillips, and Senator Sarlo.
- Hiring Committee: Chairman Doshi, Dr. Bloom, Ms. Hart, and Mr. Pascrell.
- Program Committee: Assemblyman Zwicker, Ms. Brown, Dr. Farvardin, Ms. Hart, Mr. Molloy, and Mr. Sullivan.

UPDATE FROM HIRING COMMITTEE:

Mr. Sabina stated that over 40 resumes were received, and that number was reduced to ten or eleven applicants. He stated that the EDA's Human Resources team and EDA staff, plus the Hiring Committee took part in the evaluation process. He advised that there were two interviews scheduled to follow the Commission meeting, and that the Committee hoped to make a decision by the September board meeting. He added that one candidate was in the room as a member of the public.

Mr. Sullivan asked where the candidates were from. Mr. Sabina stated that some were from the public and private sectors, and some were from the academic side, and several were from the innovative space.

PRESENTATION OF UPDATE FROM PROGRAM COMMITTEE – FOCUS AREAS

Debbie Hart, Brian Sabina and EDA TLS team Staff, including Kathleen Coviello and Brennan Candito, provided an updated of the concepts for potential programs for consideration by the Board. The team presented in-depth research and analysis comparing NJ's programming with relevant states, in terms of programs implemented and funding tied to each of the programs to help frame out the conversation about which types of programs and funding amounts would be most relevant, feasible, and impactful for a State such as New Jersey.

NEXT STEPS:

As Mr. Sabina concluded the presentation, Chairman Doshi advised, on behalf of the Board, that the Board would like the opportunity to consider one - to – two programs and funding parameters and directed staff to work with the Program Committee to develop a recommendation for programs and funding to approve at the next Board meeting.

CHAIRMAN'S REPORT:

Chairman Doshi added that in light of all the meaningful progress being made by staff and the Board members through Committee work, and the significant headway being made towards the hiring of an Executive Director, he advised that he hoped the members would agree that at this point in time, it makes sense to hold off on conducting a procurement for consulting services, which had been previously discussed, as the hiring of an Executive Director, seems imminent, if not shortly thereafter. He asked if the members agreed, and they all agreed unanimously.

OLD BUSINESS:

Chairman Doshi asked the members if they had any old business they wished to discuss.

Chairman Doshi acknowledged Mr. Pascrell, stating that he was aware that Mr. Pascrell wanted to make a comment with regard to appointments to the Board.

Mr. Pascrell mentioned that he realized that there are two vacancies on the CSIT Board for two positions to be appointed by the Speaker of the General Assembly, and he asked if any members had any qualms with him reaching out to the Speaker with regard to this. All members agreed that this would be a helpful gesture.

Chairman Doshi then asked Danielle Esser to provide a staff update regarding any Old Business matters.

- Ms. Esser provided an update with regard to CSIT funding, that the FY19 funds have been deposited into the CSIT Account at NJEDA, and once the FY20 funds have been received, they will be deposited in the same way.
- Ms. Esser provided an update on the timing of the Annual Report, stating that staff have been advised by the Governor's Office that it is okay to wait to produce this report for a few months to allow time to bring an Executive Director on Board and have some updates on program development.
- Ms. Esser provided an update on Insurance, advising that the EDA is working with our DAG and will be sure to have insurance in place upon the starting of an Executive Director.

PUBLIC COMMENT:

There was no public comment.

ADJOURNMENT:

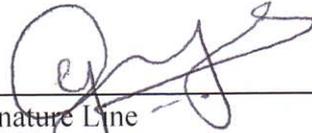
There being no further business, on a motion by Dr. Bloom, and seconded by Mr. Pascrell, the meeting was adjourned at 11:30am.

NEXT MEETING DATE:

The next meeting date for the Commission on Science, Innovation, and Technology was tentatively scheduled for Friday, September 27, 2019 at 10:00 am with the location to be determined.

CERTIFICATION:

The foregoing and attachments represent a true and complete summary of the actions taken by the Commission on Science, Innovation, and Technology at its Meeting on August 6, 2019.

A handwritten signature in black ink, consisting of a large circular initial followed by several loops and a long horizontal stroke extending to the right.

Signature Line
Title of Signor