



**Board of the USTAR Governing Authority**

**Location: World Trade Center at City Creek  
60 East So Temple, Salt Lake City, UT  
3d Floor Canyonlands Conference Room**

**Thursday, September 18th 2014  
3:00-5:00 PM**

**AGENDA**

\*\*\*\*\*

- Welcome of New Member – Rich Lunsford.....Greg Bell
- Approval of August 7th 2014 minutes .....Greg Bell
- Audit Process Update.....Ivy Estabrooke & Jim Grover
- Annual Report Draft .....Ivy Estabrooke & Jim Grover
- Personnel and Contract Sub-Committee Report .....Val Hale & Ivy Estabrooke
- Audit and Finance Sub-Committee Report ..... Greg Bell & Jim Grover
- Insights on Translating Technology ..... Florian Solzbacher
- Other Business ..... GA Members

**Board Meeting of the USTAR Governing Authority  
9-18-2014 Meeting Minutes**

Governing Authority Members Present: Greg Bell (Chair), Val Hale (Vice Chair), Rich Lunsford (phone), Ron Mika, Derek Miller (phone), Susan Opp, Florian Solzbacher (phone)

Excused: Neil Ashdown, Richard Ellis, David Lockwood

USTAR Staff Present: Ivy Estabrooke (Executive Director), Cheralyn Anderson, Linda Cabrales, Mary Cardon, Jim Grover, Jillian Hunt, Jeff Jackson, Peter Jay, Breanne Johnson, Spencer Madsen, Scott Marland, Koa Perlac, Ryan Streams, Al Walker,

Others Present: Rob Behunin, Jeff Edwards, Susan Eismann, Greg Jones, Tom Parks, Curt Roberts, Senator Brian Shiozawa, Christian Volmar

Mr. Bell welcomed everyone to the meeting. Rich Lunsford, a new Governing Authority Member was announced.

**Mr. Mika motioned for the approval of the August 7<sup>th</sup> meeting minutes. Ms. Opp seconded the motion. Motion was temporarily postponed due to loss of response with Dr. Solzbacher.**

Lost phone contact with Mr. Solzbacher during the vote and lost the quorum, did not finish voting on the minutes. Mr. Bell motioned for the agenda of the meeting to proceed until Dr. Solzbacher is able to reconnect via phone.

Dr. Estabrooke gave a process and audit update. Two companies responded to the bid for the audit. Both could not meet the deadline of September 1<sup>st</sup> and due to conflicts of interest both bids were dismissed and the Legislative Auditor elected to conduct the audit. They will review our implementation and validate data, with an anticipated completion date in November.

Mr. Bell questioned what the statutory deadlines for us to testify before the legislature. Due to the delays in procuring an auditor, we will not have audited data for the 1 October deadline. Dr. Estabrooke relayed her discussion with Senator Shiozawa noting that he understood we would not present numbers until the audit was complete and he would speak with the appropriate people.

Dr. Estabrooke introduces her assistant Jillian Hunt and also Koa Perlac, the new compliance and audit manager.

Dr. Solzbacher is back via phone connection. Quorum was again established.

**After re-establishing a quorum, Mr. Bell asked to call the pass the motion to approve the minutes. Motion passed unanimously.**

Dr. Estabrooke reported on the meeting of the Governing Authority personnel and contracts subgroup. The subgroup considered moving the TOIP directors onto the state payroll instead of contracting the USTAR Directors and Associate Directors salaries and benefits with the regional universities and wanted

to share the discussion with the group. USTAR would work with the regional universities and legal mechanics to move contract employee's from the university system to the State system. USTAR would like them to still be part of the university system to maintain the partnership between USTAR and regional universities.

Mr. Hale noted that difficult situations arise with dual reporting relationships and the need to address the concerns of the blurry lines, accountability and ability to give direction to the program. Ms. Eismann with the AG's office offered her assistance to make the transition smooth.

Dr. Solzbacher asked how does the efforts reporting work for state employees when supporting initiatives of the universities applying for grants? Dr. Estabrooke responded with about how employees were housed at the universities but USTAR is paying expenses. They are not doing grant writing for the universities.

Al Walker was asked to provide some of his time to the University of Utah. His time could be reimbursed. A contract will be put in place pending GA approval. It would be a one year agreement.

**Ms. Opp motioned to approve Al Walker's one-year reimbursement contract and Mr. Mika seconds the motion. Motion passed unanimously.**

Dr. Estabrooke thanked Jeff Jackson for his time spent working with us as a director for USTAR North. She has mentioned that we need to hire a new director for USTAR North.

Mr. Bell introduces Rich Lunsford. Mr. Lunsford gave a brief personal history and discussion of his expertise and experience.

Dr. Estabrooke spoke about two individuals that are serving as researchers on the USU energy team and doing outreach work for USTAR East TOIP. We want to make sure that that we are following stature in keeping research funding separate from outreach funding. A contract will be created to split their time to ensure that we are staying in line with their research time being paid from USU research budget and their outreach time coming from our outreach budget.

University of Utah has proposed a new hire to provide help with commercialization. They have proposed a cost sharing of the position by USTAR, Dr. Parks Office, and the TVC. This will give them access and opportunity at the TVC but also be focused on the USTAR faculty. This will be a 1 year contract term and there will be clear milestones and what needs to be accomplished. They will be housed in the USTAR building and will report to Greg Jones.

Mr. Grover provided information about the monthly budget including appropriation amounts and expense information for FY15. Budget still being put together for the universities and a new budget request process was introduced (see handout) that is more comprehensive and transparent. Mr. Grover also discussed carry forward.

Mr. Grover discussed the Governor's budget process. USTAR will not request new funding. The topic was reviewed of funding imbalances in the administration line. Questions arose regarding non-lapsing funds at the university. Universities going forward could request non-lapsing.

Mr. Bell asked about the developments in the Uinta Basin. Mr. Behunin discussed how the Bingham Research Center is doing well, and was designated as the regional ozone modeling hub. A grant

opportunity is coming up from EPA. There is a request for a railroad, but no additional info. I-70 road to be extended. Clean coke is moving forward, and working on waxy crude.

Mr. Walker said that Red Leaf has finished research project and oil shale moving forward. They are trying to scale up now. Benefit is moving ahead to double production every ten years. Mr. Walker also discussed infrastructure. There have been environmental impact studies done on the rail proposals.

Dr. Solzbacher discussed challenges at the various universities including the need for seed money, including loan mechanisms, and affordable incubator space outside of Salt Lake City. Could Fund of Funds be used for loan mechanisms? Mr. Edwards stated that Funds of Funds is to invest in funds. Ms. Eismann will talk to them about including a loan mechanism. Mr. Mika discussed investing difficulties with that stage, risk is high. Also discussed the middle stage concerns.

Dr. Estabrooke discussed a grant that USTAR will apply for from the US Dept. of Commerce to expand the incubator concept within USTAR in Davis County. More information will be provided at the next meeting.

Mr. Bell mentioned that we have revolving loan funds in cities and counties for investment start-ups, using revolving loan funds. Grants are not USTAR's function.

Dr. Solzbacher mentioned that there is a focus to get more clusters started up and making the current clusters more effective.

**Mr. Mika motioned to conclude the meeting. Ms. Opp seconded the motion. Motion passed unanimously.**