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| Meeting Date: |  **09DEC20** |
| Present: | D Rankin, K Gould, W Lumley, L Carlson, H Adams |
| Next meeting: | ***Proposed*** 17FEB21, 9AM MST - **ZOOM** |

**Proposed Standard Agenda – Ongoing Tasking Review**

* Website 2.0 – **FC Lead**
	+ **Initial Launch Completed**
		- Review of new site & feedback
		- Outstanding Items WIP, Scope & Schedule/ ECDs
* PR campaign – **LC Lead**
	+ (Refresh) At least monthly email campaigns (Constant Contact & LinkedIn) per agreed schedule – LC updated 09 Dec
		- DRAFT plan review, suggested topics, targeted dates for release
			* Draft Plan – New ECD
			* EMB, ODA, ACA, FDM, G150 Htr, TCAS 7.1, flt dk updates …
			* New ideas for items for email blasts & Peregrine www site
	+ (Refresh) Up to ten Press Releases per agreed schedule and as frequently as bi-weekly – LC updated 31DEC20(?)
		- New Planning Schedule
		- Asked for any idea inputs ASAP (LC is collection POC)
		- AGG will draft press release information featuring Peregrine announcements for approval by Peregrine prior to filing
		- Peregrine will provide essential press contacts for AGG to include in press release distribution
			* Initial PR contact list/ Complete
				+ Any updates??
* (Refresh) AGG re-engage Chase & Capture Activity
	+ Re-confirm/ scope. Tasking - AGG role
	+ Mktg Admin
		- Transmit to Peregrine all sales inquiries and prospects – Complete/ Continuous Action - ZOHO confirmed as the vehicle for controlling the process
		- Where appropriate, arrange Zoom meetings with significant sales prospects
		- As required (Actions? Still an objective?)

**Special Topics To Be Addressed** (Needs Refresh)

Reason for the added topic(s) and any special info to share with group; new developments, etc.

* **ODA WIP Update – DR Update**
	+ Review of Peregrine FAA responses planned for next week
	+ TEXTRON
		- Strong interest indicated in Peregrine ODA assist
			* Jake Biggs/ Manager, Aftermarket
			* **Provide updates to Biggs/ HA as needed**
	+ Other Targets? Action Needed
* **ACA (Aviation Clean Air)**
	+ RTCA SC241/ EUROCAE WG-121 Update – HA
		- Guidance document released by RTCA/ EUROCAE on 24DEC20
		- Peregrine press release – WIP update LC
	+ ACA Situation Update - WL
* **Chase & Capture Update - Track events to ID targets/ Update**
	+ Peregrine activity update
	+ AGG activity update
	+ Chase & Capture Plan, Action
	+ STC Status, Availability & Structure (Prime, sub, who controls?) - Update
	+ Chase & Capture – Previous Activity … Chasing, Won, Closed, Actions??
	+ Learjet med evac operation potential customer – WL update
		- Medevac use may provide “proof statement”/ support sales efforts
			* Operator is willing to provide aircraft, flight expenses(?) for testing ACA
				+ ACA feedback re process & expense coverage WIP

**Update 09 DEC Zoom/ Wes**

* + - Peregrine needs to provide aerosolized COVID-19 virus testing data
			* Contact ACA, secure feedback/ data
				+ Completed/ Wes
				+ Provide lab test data to medevac entity/ TBD?
				+ **Reference doc supplied for us in RTCA guidance efforts – HA update 09DEC**Foundation for white paper, possible Webinar(?)
	+ TEXTRON – WL update
		- Telecon held 26 August/ Mike Gibbons/ Business Dvpt
			* Peregrine participants/ Wes, Kevin, Hal
			* Interest in most of product lines and XL (Jim Lee – beta fit), X, Sovereign seemed to be particular interest
			* **Peregrine proposal requested/ due TBD/ Wes**
				+ Excluding the ACA device which TEXTRON procures direct from ACA
* **TCAS 7.1 – Mexico – LC Updates?**
	+ 01 Jan 2022 Mandate Deadline
	+ Contacts email blast to key aircraft type owner/ operators
		- Learjet, Hawker, Citation, EMB
		- Communicating with Ric Peri
			* Appears mandate is less urgent, delayed
				+ Applies to Mex reg aircraft only
				+ Will send 7.1 update emails reminders
				+ **Update 09SEP Zoom/ LC**
		- LC lead/ using JetNet data base (JNDB)
			* Complete – DB use is WIP/ LC
			* **Update 09SEP Zoom/ LC**
* **Other ????**