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| Meeting Date: | **09 Sept 2020** |
| Present: | D Rankin, K Gould, W Lumley, L Carlson, H Adams |
| Next meeting: | 16SEP20, 9AM MDT - **ZOOM** |

**Proposed Standard Agenda – Ongoing Tasking Review**

* Website (current) facelift
  + AGG will continue work with current peregrine.aero website to ensure continuity and availability of information
    - **WIP/ FC lead, update as needed**
  + Update and maintain with current and evolving announcements
  + Post press releases and news information to the website
    - * **Completed - Updates as needed**
  + Webinar announcements and webinar archive
    - TBD/ Webinar DRAFT Plan – ECD update/ 09SEP zoom/ LC, HA
      * Asked for any idea inputs ASAP (LC is collection POC)
      * **WIP Updates as needed**
    - Launch Webinar using EMB-120 flt dk update, in collaboration with Garmin
      * **Initial planning WIP/ update 09SEP Zoom/ LC**
  + While maintaining and improving the current website, the new website will be active by 10/10/20
    - Schedule & milestone review, facelift & new, as required
    - **DRAFT Plan WIP – update/ Dependency – Brainstorming / FC, LC, HA**
      * **DRAFT agenda for brainstorming session/ As Needed/ FC**
      * **Brainstorming Session – All/ Target 10 or 11 Sept/ FC lead**
* At least monthly email campaigns (Constant Contact & LinkedIn) per agreed schedule
  + DRAFT plan review, suggested topics, targeted dates for release
    - **Draft plan WIP – draft plan to team/ 09SEP Zoom/ LC, HA**
    - EMB, ODA, ACA, FDM, G150 Htr, TCAS 7.1, flt dk updates …
* Up to ten Press Releases per agreed schedule and as frequently as bi-weekly by 12/31/2020
  + **Asked for any idea inputs ASAP (LC is collection POC)**
  + Targeting reduced press releases through end CY 2020, excluding ODA major PR
  + 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
  + DRAFT plan review, suggested topics, target dates for PRs
    - Harmonize with email campaigns re timing, content, etc.
    - **DRAFT Plan WIP/ LC lead – update/ 09SEP Zoom/ LC, HA**
* Transmit to Peregrine all sales inquiries and prospects
  + DRAFT Process, Timing
  + ZOHO confirmed as the vehicle for controlling the process
    - **Planned date for process in place/ TBD/ Update 09 Sept/ HA, LC**
* Where appropriate, arrange Zoom meetings with significant sales prospects
  + As required

**Special Topics To Be Addressed**

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

* Peregrine www site renovation and rebuild
  + Requirements capture, expectations discussion
  + Review strawman schedule for facelift & new build
  + **WIP/ Update 09SEP Zoom/ FC, Lead**
* **TCAS 7.1 – Mexico**
  + 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**
* **ODA WIP Update**
  + Review of Peregrine FAA responses planned for next week
  + Targeting submission in week or two
  + New DEN ACO Manager – Sue McCormick
    - Known entity, previous work with Dave R - cooperative
    - Should now see some progress on ODA, at FAA end
  + TEXTRON
    - Strong interest indicated in Peregrine ODA assist
      * Jake Biggs/ Manager, Aftermarket
      * **Provide updates to Biggs/ HA as needed**
* **ACA (Aviation Clean Air)**
  + Ionization device, in-line with ECS
    - Peregrine providing engineering services (STC, kits) and possibly the end ACA device
  + DRAFT Briefing Complete/ HA lead – inputs as needed
  + Two key issues a challenge for ACA solution promotion
    - Large fleets require very long retrofit schedules
      * Long term pandemic impacts, worldwide, even with vaccine, will likely provide more “runway” for the ACA solution/ TBC
      * Emphasis on recurring pathogen pandemics – futureproof
    - Aerosolized virus testing/ Provided/ Wes
      * First lab effectivity testing of virus aerosols completed
        + **Reviewed, issues noted/ HA 01SEP20**
  + Regional airlines targets – Dropped by Major Airline Downsizing
    - Dropped regionals will likely compete on own operation
      * ACA solution has good potential to differentiate
    - Track events to ID targets/ Update 09SEP Zoom/ **ALL**
  + Learjet med evac operation potential customer
    - 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 SEP 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?
      * Secondary mkt research – ACA site, GPS site, scientific data
        + **WIP/ HA lead – Update 09 SEP Zoom, Info Distr As Available/ HA**
        + Foundation for white paper, possible Webinar(?)
  + TEXTRON
    - 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