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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**

* Kevin and Forrest not available for 09 Dec review
* Website 2.0 – Review meeting held 08 Dec/ FC not available for 09 Dec review (WIP WWW)
	+ **WIP/** Brief **FC lead, update as needed**
		- * Separate dedicated meeting weekly, for details
			* FC requested setting up an FTP location for all photos available at Peregrine.
				+ Completed – review of content by LC/ FC at next review
* (Refresh) At least monthly email campaigns (Constant Contact & LinkedIn) per agreed schedule – LC update 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 …
		- LC to update at next review
* (Refresh) Up to ten Press Releases per agreed schedule and as frequently as bi-weekly by 12/31/2020 – LC update 09 Dec
	+ New Planning Schedule
	+ **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
* Transmit to Peregrine all sales inquiries and prospects – Complete/ Continuous Action
	+ ZOHO confirmed as the vehicle for controlling the process – Reconfirm? (Confirmed)
		- Planned date for process in place/ TBD/ Update 09 Sept/ HA, LC - Update
* 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.

* **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**
* **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
		- Boeing informal feedback re ACA device (see need for ACA aerosol testing data below – HA
	+ ACA Situation Update - WL
	+ Track events to ID targets/ Update - **ALL**
	+ 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