

CTTC Board Meeting
Date: Tuesday, June 17
Time: 11:30 am – 1:00 pm

Recorded meeting decision and follow up actions:

- **Bylaws Approved:** Approved the bylaws for the collaborative.
- **Subcommittee Leads:** decided on leaders for the three subcommittees:
 - Workforce - Marques
 - Entrepreneurship – Dean Williamson
 - Research – Dr. Mi and Dominic
- **Added Asset Allocation committee:**
 - Frank Qi, Scott, Albert, Jeanette, Matthew
 - Develop a process for the allocation of assets, including requirements and scoring criteria.
- **New Member Process:** Establish a process for admitting new members to the collaborative. (Russell)
- **Grant Repository:** Create a central repository for grants that apply to the collaborative's mission and vision. (Marques)
- **Next Meeting Schedule:** Schedule the next meeting for end of August or early September. (Michele)
- **Board Representatives:** Appoint one representative from each member of the organization to serve on the Board of Directors. (All Members)

Meeting notes:

- **Call to Action:** Marques introduced the call to action for creating a clean transportation technology collaborative, emphasizing the development of a skilled workforce, a viable regulatory environment, and leveraging Karma Automotive as an incubator.
 - **Collaborative Goals:** Marques emphasized the creation of a clean transportation technology collaborative aimed at developing a skilled workforce, ensuring a viable regulatory environment, and leveraging Karma Automotive as an incubator. The goal is to create a scalable pilot program to support broader technology adoption.
 - **Inclusive Participation:** Marques stressed the importance of inclusive participation, stating that while Karma Automotive is kickstarting the

initiative, the collaborative effort should involve more participants to ensure alignment and productivity for all constituencies.

- **Impact Measurement:** Marques highlighted the need to measure the impact of the collaborative's efforts annually, aiming to make a real impact by the end of each year.
- **Governance and Identity:** Marques discussed the need for governance and identity for the collaborative, mentioning that the acronym CTTC is already in use and modification is needed.
 - **Trademark Issue:** Marques mentioned that the acronym CTTC is already in use by another organization, necessitating a modification to avoid conflicts.
 - **Governance Structure:** Marques discussed the importance of establishing a governance structure and identity for the collaborative to ensure effective operation and alignment among members.
- **Bylaws Approval:** Marques and the team reviewed and approved the bylaws for the collaborative, with a motion made and seconded, followed by a vote with no objections.
 - **Bylaws Review:** Marques and the team reviewed the bylaws, incorporating comments and changes from members. The latest version was distributed to all members for approval.
 - **Motion and Vote:** A motion to approve and ratify the bylaws was made and seconded. The motion was put to a vote, and the bylaws were approved with no objections.
- **Rebranding:** Marques proposed rebranding the collaborative to "Clean Mobility Collaborative Lab" to avoid conflicts with the existing CTTC acronym, and the team tentatively approved the new name.
 - **Rebranding Proposal:** Marques proposed the new name "Clean Mobility Collaborative Lab" to avoid conflicts with the existing CTTC acronym. The name aims to reflect the collaborative's focus on clean mobility and laboratory work.
 - **Tentative Approval:** The team tentatively approved the new name, with a plan to revisit and finalize the decision at the end of the meeting.
- **Asset Donation Framework:** Marques and Frank discussed the \$2 million worth of vehicles and assets Karma Automotive is ready to donate, including vehicles, engines, tires, rims, and battery modules, and the need to allocate these assets appropriately.

- **Asset Inventory:** Frank detailed the inventory of assets available for donation, including vehicles, engines, tires, rims, and battery modules. An Excel sheet listing all items and quantities was created.
- **Donation Strategy:** The strategy for donating assets involves categorizing them by educational level, with full vehicles for research institutions, engines and modules for junior colleges, and components for high schools.
- **Website Integration:** The inventory of assets will be made available on the collaborative's website, allowing members to request specific items through a request form.
- **Safety Considerations:** Safety considerations were discussed, particularly for high-voltage battery modules, ensuring that recipient institutions have the necessary equipment and training to handle the assets safely.
- **Website and Member Hub Portal:** Marques introduced the new website and member hub portal developed by Michelle, which will serve as a community platform for educators and members to communicate and stay informed.
 - **Website Overview:** Marques introduced the new website and member hub portal, highlighting its role as a community platform for educators and members to communicate and stay informed about collaborative activities.
 - **Key Features:** The website includes sections for workforce development, entrepreneurship, research and innovation, resources and donations, and a board portal for meeting notes and templates. It also features a call to action for membership and involvement.
 - **Feedback and Participation:** Members were encouraged to review the website and provide feedback on its content and structure to ensure it meets the needs of the collaborative.
- **Subcommittee Structure:** Marques outlined the need for three subcommittees focused on workforce, entrepreneurship, and research, and called for volunteers to lead and participate in these subcommittees.
 - **Subcommittee Focus:** Marques outlined the focus areas for the three subcommittees: workforce development, entrepreneurship, and research. Each subcommittee will work on specific initiatives within these areas.
 - **Volunteer Call:** Marques called for volunteers to lead and participate in the subcommittees, emphasizing the importance of collaborative effort to drive progress in each focus area.

- **Initial Subcommittee Members:** Several members volunteered to join the subcommittees, including Matthew, Scott, Albert, and Jeanette, with Marques taking the lead on the workforce subcommittee.
- **Karma Excite Program:** Jennifer introduced the Karma Excite program, an employee group at Karma Automotive focused on connecting with students through events, tours, and engagement activities to promote automotive technologies and career paths.
 - **Program Introduction:** Jennifer introduced the Karma Excite program, an employee group at Karma Automotive aimed at connecting with students through various engagement activities to promote automotive technologies and career paths.
 - **Planned Activities:** The program plans to organize events such as tours, campus visits, and engagement activities with middle schools, high schools, and universities to inspire students and promote interest in automotive careers.
 - **Employee Involvement:** The program involves 11 employees from various departments, including engineering, program management, supply chain, and HR, who are committed to engaging with students and promoting the automotive industry.
- **Future Leaders Initiative:** Ian discussed the Future Leaders Initiative at UCI, which aims to expose high school and community college students to business careers in technology-related firms, with Karma Automotive's involvement in the program.
 - **Program Goals:** Ian discussed the goals of the Future Leaders Initiative at UCI, which aims to expose high school and community college students to business careers in technology-related firms, addressing the talent gap in the industry.
 - **Karma's Involvement:** Karma Automotive is actively involved in the program, hosting students at their facility and participating in events to inspire and educate students about career opportunities in the automotive industry.
 - **Program Expansion:** The program has grown significantly, starting with 40 students and now involving over 650 students from various high schools and community colleges, with plans to expand further.
- **Next Steps and Action Items:** Marques emphasized the importance of having discrete action items and progress by the end of each quarter, and the need for each member to appoint a representative to the Board of Directors.

- **Action Items:** Marques emphasized the need for discrete action items and measurable progress by the end of each quarter to ensure the collaborative's effectiveness and impact.
- **Board Representation:** Each member of the organization is required to appoint a representative to the Board of Directors, which will meet quarterly to oversee the collaborative's activities and progress.
- **Member Commitments:** Marques stressed the importance of member commitments to ensure active participation and contribution to the collaborative's goals and initiatives.