

Resilient Navigation & Timing Foundation

Board of Directors Meeting

Minutes

June 27, 2024

I. Convening

The board met via Zoom video conference from 12:00 until 13:30 (ET) on the 27rd of June 2024. Mr. Greg Winfree, Mr. Dana Goward, Mr. Jeff Hathaway, MS Pauline Cook, and Mr. Willie Shelton attended.

The proposed agenda for the meeting was discussed and approved.

II. Approval of the minutes from prior meetings

The minutes from the 23rd of February board meeting were reviewed and approved.

III. Regular Business:

- a) Board packages for the months of February, March, April, and May, along with the contact summary from the 1st to the 25th of June were provided in advance of the meeting and were discussed.
- b) Mr. Goward reviewed major activities since the last meeting and discussed planned events and activities.

IV. New Business

- a) Per the board's request at the last meeting, Mr. Goward updated the foundation's travel policy and obtained electronic approval from the board. The new policy is attached.
- b) The board approved reimbursing Mr. Goward for travel expenses icw the attached travel claims for:
 - a. Meeting with and speaking to the annual international meeting of the Radio Technical Commission Maritime, in Atlantic Beach, FL, in the amount of \$1,239.75, and
 - b. Attending the Royal Institute of Navigation's (RIN) Annual General Meeting, being awarded a Fellowship, meeting with the RIN director and briefly meeting with the UK Minister for Science, Innovation, and Technology, in the amount of \$3,278.03.

V. Other Business:

- a) Performance Based Navigation paper. A draft the agreement for this project was provided prior to the meeting. The board approved going forward ensuring the principal investigators would be the ones actually doing the work.

b) Nei deGrasse Tyson outreach – Mr. Goward has done but did not hear back. He did a follow-up this morning.

c) Possible Events with GNSS+ in Baltimore – Suggestion to have lunch presentation on the Key Bridge accident and use as a case study of the importance of resilient infrastructure.

d) November 20 UK PNT leadership event – Still developing.

A handwritten signature in blue ink that reads "Gregory D. Winfree". The signature is written in a cursive style with a large initial 'G' and 'W'.

Minutes Approved
Hon. Greg Winfree, Chair

Attached:

- RNTF Travel Policy 28 Feb 2024
- Mr. Goward Travel Claim RTCM Atlantic Beach, FL
- Mr. Goward Travel Claim RIN, London, UK



Travel Policies

Resilient Navigation & Timing Foundation

Revised 28 Feb 2024

The following policies apply to payments or reimbursements for travel in support of foundation business by volunteers or employees. Exceptions may be granted by the board of directors but must be documented in the official minutes of a board meeting.

Travel to further the foundation's public education mission is part of the President's normal responsibilities. The President shall confer with the board in advance when the combined costs for an event is expected to exceed \$3,000.

Members of the board of directors are encouraged to attend foundation events such as receptions with the PNT Advisory Board and the foundation's annual meeting.

Reimbursements for travel will be in accordance following general policies and guidelines:

- Persons traveling on foundation business shall bear in mind the organization's status as a charity with limited income and actively seek economical methods of accomplishing the organization's business.
- In most cases, travelers should select non-refundable air fare and hotel rates to take advantage of lower costs.
- Payments for travel expenses will generally follow the standards established for employees of the US government by the General Services Administration, State Department, and in the Joint Travel Regulations.

Notwithstanding the above general policies and guidelines:

- Air travel may be reimbursed at a "premium economy" rate.
- Air travel with legs of 10 hours or longer, or that involves a normal sleep cycle for the point of origin, may be reimbursed at the business class rate. Advance consultation with the board should occur whenever possible.
- Accommodation at event venues is authorized provided it does not exceed the standard GSA rate by more than 20%.
- The board of directors may make exceptions to any of these provisions on a case-by-case basis.

A handwritten signature in blue ink, appearing to read "D. A. King".

Adopted by the Board of Directors
Electronic Vote
28 Feb 2024

Presentation to Radio-Technical Commission Maritime Annual Meeting

6 May 2024 Atlantic Beach, FL

Travel Claim, Dana A. Goward

¶

RNTF is a member of RTCM, an international charity that sets standards for maritime electronics. ¶

I accepted an invitation to give a presentation at their annual meeting on “The History of GPS Spoofing.” ¶

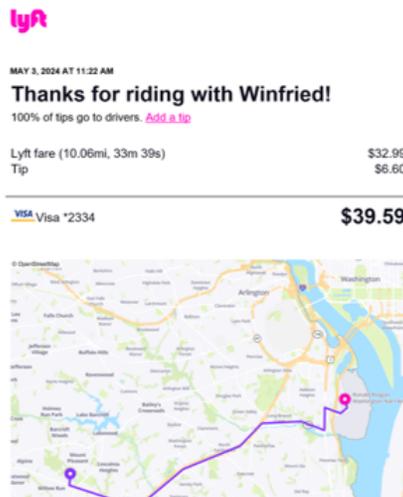
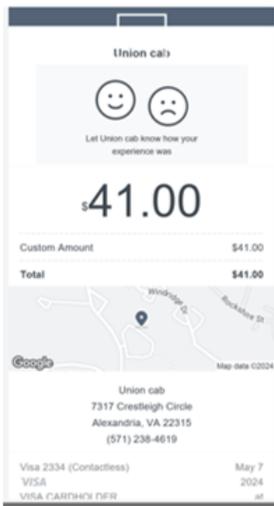
The weeklong meeting was in Atlantic Beach, FL. I attended the opening of the meeting at 1300 on Monday the 6th. One of their first items of business was to give RTCM’s annual award for excellence to the president of one of our small corporate members, Shine Micro. ¶

I attended the rest of that day’s meeting and gave my presentation. I also participated in the evening social where I answered numerous follow-up questions about jamming and spoofing. The agenda for the rest of the week was very technical and I did not see a lot of value in remaining. ¶

Both Mrs Goward and I traveled to Atlantic Beach on Friday the 3rd of May. This claim is for just my expenses, of course, and is based on costs to travel to Atlantic Beach the day before the event, staying that night, participating in the meeting and reception, and returning the next day. ¶

¶	RNT Paid¶	Dana Paid¶	Document¶	¶
Round Trip Airfare DCA--JAX¶	¶	472.21¶	yes¶	¶
Rental Car 3 days¶	¶	176.04¶	yes¶	¶
Hotel 2 Nights (incl req resort fees)¶	¶	414.00¶	yes¶	¶
Parking at Hotel¶	¶	30.00¶	yes¶	¶
MI&E Day of departure ¶	¶	44.25¶	GSA Std¶	¶
MI&E Day on site¶	¶	59.00¶	GSA Std¶	¶
MI&E Day of return¶	¶	44.25¶	GSA Std¶	¶
Lyft from Home to DCA¶	39.59¶	15¶	yes¶	¶
Taxi from DCA to Home¶	41.00¶	¶	yes¶	¶
Totals¶	80.59¶	1,239.75¶	¶	¶
Cost of Trip to RNTF¶		1,320.34¶	¶	¶

¶



Earn 50,000 bonus miles*

Plus great travel benefits. Terms Apply.

[Learn more](#)



Rental Agreement # 362118022
Invoice # 90159409305

Your purchase

Dana Goward - AAdvantage® #: 2K3****	
New ticket (0012134187091) [\$411.17 + Taxes & carrier-imposed fees \$61.04]	\$472.21
Dana Goward	
New ticket (0012134187092) [\$411.17 + Taxes & carrier-imposed fees \$61.04]	\$472.21

Total cost (all passengers) **\$944.42**

Your payment

Visa (ending 7034)	\$944.42
Total paid	\$944.42

Bag information

Checked Bag (Airport)

DCA - JAX	
1 st bag	No charge
2 nd bag	\$45.00
DCA - JAX	

Maximum dimensions: 62 inches or 158 centimeters calculated as (length + width + height)
Maximum weight: 50 pounds or 23 kilograms

For information regarding American Airlines checked baggage policies, please visit: [Bag and optional fees](#)

Bag fees apply at each Check-in location. Additional allowances and/or discounts may apply. [Bag and optional fees](#)

Renter Information

Renter Name
DANA GOWARD

Renter Address
ALEXANDRIA, VA 22312
USA

Contract
ENTERPRISE PLUS

Vehicle Information

4DR SEDAN

License #: JAIN37
State/Province: FL
Unit #: 7W2B2T
Vehicle #: PP013768

Vehicle Class Driven
Midsize 2/4 door/Automatic/Air

Vehicle Class Charged
Midsize 2/4 door/Automatic/Air

Odometer Mileage/Kilometers
Starting: 41,331 **Ending:** 41,505
Total: 174

Fuel
Starting: 12.2 g **Ending:** 8.3g

Thank you for renting with Enterprise Rent-A-Car

We appreciate your business!
This email was automatically generated

Trip Information

Pickup	Return
<input type="checkbox"/> Friday, May 3, 2024 4:28 PM	<input type="checkbox"/> Tuesday, May 7, 2024 9:27 AM
JACKSONVILLE, FL ARPT (JAX) →	JACKSONVILLE, FL ARPT (JAX) →
2400 YANKEE CLIPPER DR JACKSONVILLE, FL 32218-2492 USA	2400 YANKEE CLIPPER DR JACKSONVILLE, FL 32218-2492 USA

Renter Charges

Rental Rate	Time & Distance 4 Day at \$44.41 / Day	\$177.64
Add-Ons	Refueling Charge (\$5.31 / Gallon)	\$20.69
	Discount (5.00%)	(\$8.88)
Taxes and Fees	Fl Waste Tire/battery Fee .02/day (\$0.02 / Day)	\$0.08
	Vif Rec .65/day (\$0.65 / Day)	\$2.60
	Sc Rec - Fl Surchg Recov 2.00/day (\$2.00 / Day)	\$8.00
	Airport Security Fee 3.00/mil (\$3.00 / Rental)	\$3.00
	Customer Facility Charge 4.00/day (\$4.00 / Day)	\$16.00
	Sales Tax (7.50%)	\$14.93
	Concession Recoup Fee 11.11 Pct (11.11%)	\$21.35
	Quality Service Process ((\$20.69) / Rental)	(\$20.69)
Total		\$234.72
<small>(Subject to audit)</small>		
	Amount charged on May 7, 2024 to VISA (7034)	(\$233.80)
	Amount charged on May 7, 2024 to VISA (7034)	(\$0.92)
Amount Due		\$0.00

Issue date
Taxation date
Issuer

5/7/2024 8:37:29 AM
5/7/2024
Lauren Bruce

Customer
Dana Goward
4558 Shetland Green Rd
Alexandria
22312
Virginia
United States of America

PARKING

BILL ITEMS

	CONSUMED	NET	COUNT	TOTAL
Parking 10295 (Dana Goward)	5/3/2024	\$15.00	4	\$60.00
\$15 Parking				\$4.52
Total tax				

ROOM CHARGES

BILL ITEMS

	CONSUMED	NET	COUNT	TOTAL
Room Charges 10446 (Dana Goward, b86929c9-23ca-46b9-b18b-499494b8b642, 20240504/76)	5/4/2024	\$7.00	1	\$7.00
CP Kind Bars				\$0.53
Total tax				
Room Charges 10538 (Dana Goward, 879c5709-57cf-4e67-9be8-14487ad8cffe, 20240504/54)	5/4/2024	\$19.00	1	\$19.00
Fresh Catch Sandwich				\$1.43
Total tax				
Watermelon Cooler	5/4/2024	\$16.00	1	\$16.00
Total tax				\$1.20
Room Charges 10568 (Dana Goward, 879c5709-57cf-4e67-9be8-14487ad8cffe, 20240504/39)	5/4/2024	\$15.00	1	\$15.00
Key Lime Hummus				\$1.13
Total tax				
Strawberry Maragrita	5/4/2024	\$17.00	1	\$17.00
Total tax				\$1.28
Room Charges 10769 (Dana Goward, b86929c9-23ca-46b9-b18b-499494b8b642, 20240505/169)	5/5/2024	\$4.00	1	\$4.00
CP Chips				\$0.30
Total tax				
CP Skinny Pop	5/5/2024	\$6.00	1	\$6.00
Total tax				\$0.45
Room Charges 10968 (Dana Goward, 879c5709-57cf-4e67-9be8-14487ad8cffe, 20240506/43)	5/6/2024	\$14.00	1	\$14.00
Avocado Toast				\$1.05
Total tax				
Truly Strawberry Lemonade	5/6/2024	\$8.00	1	\$8.00
Total tax				\$0.60
Room Charges 10973 (Dana Goward, 879c5709-57cf-4e67-9be8-14487ad8cffe, 20240506/43)	5/6/2024	\$3.00	1	\$3.00
Tips				
Room Charges 11182 (Dana Goward, b86929c9-23ca-46b9-b18b-499494b8b642, 20240507/27)	5/7/2024	\$21.00	1	\$21.00
3 x CP Kind Bars				\$1.58
Total tax				

STAY

BILL ITEMS

	CONSUMED	NET	COUNT	TOTAL
Stay 969 (Dana Goward, 5/3/2024 - 5/7/2024, Deluxe View Double, 521)	5/3/2024 - 5/6/2024	\$768.00	1	\$768.00
Stay Package (5/3/2024 - 5/6/2024)				\$103.68
Total tax				
\$15 Resort Fee	5/3/2024	\$15.00	1	\$15.00
Total tax				\$1.13
\$15 Resort Fee	5/4/2024	\$15.00	1	\$15.00
Total tax				\$1.13

Travel-Claim-D.A.Goward-12--20-June-2024¶

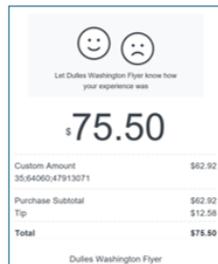
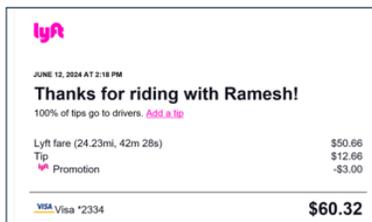
Royal-Institute-of-Navigation-(RIN)¶

- → Annual-General-Meeting¶
- → Fellowship-Award¶
- → Meet,-confer-w/RIN-leadership-¶
- → Meet/greet-Minister-for-Science-&-Technology,-discuss-&-give-copy-of-my-July-GPS-World-column-"UK's-PNT-Foresight-Could-Presage-World-Leadership,-Profits."¶

Duty-Days:12-13,-17,-18,-20-June-¶

□	Item□	RNTF-Paid□	Dana-Paid□	Doc□
12-June□	Lyft-to-IAD□	\$60.32□	□	Y□
12-June□	Airfare-to-London-biz-class-overnight□	0□	\$1,967.20□	Y□
12-June□	75%-M&IE□	0□	\$133.50□	GSA□
13-June□	M&IE□	0□	\$178.00□	GSA□
12-&-20□	Express-train-LHR--London-&-Rtn□	0□	\$48.65□	Y*□
17-June□	Taxi-Train-Sta--Hotel□	0□	\$18.94□	□
17-June□	Taxi-to-RAF-Club-meet-w-/Director-RIN□	\$21.45□	0□	□
17-June□	Taxi-fm-RAF-Club-to-hotel□	0□	\$21.45□	□
17-June-□	Hotel-London□	\$406.27□	0□	Y□
17-June-□	M&IE□	0□	\$178.00□	GSA□
18-June□	Taxi-hotel-to-RIN-Meeting,-Ceremony□	0□	\$18.94□	□
18-June□	Taxi-RIN-Meeting-to-Hotel□	0□	\$18.94□	□
18-June□	Hotel-London□	\$466.84□	0□	Y□
18-June□	M&IE□	0□	\$178.00□	GSA□
20-June□	Taxi-hotel-to-Train-Station-□	0□	\$16.42□	□
20-June□	Airfare-to-IAD-Economy-Plus□	0□	\$827.00□	Y□
20-June-□	Taxi-IAD-to-home□	\$75.50□	0□	Y□
20-June□	75%-M&IE□	0□	\$133.50□	GSA□
20-June□	Currency-Exchange-fee-£5□	□	\$6.33□	□
□	Less-hotel-for-19-June□	0□	-\$466.84□	Y□
□	Subtotals-&-due-Dana□	\$1030.38□	\$3,278.03□	□
□	Total-cost-for-travel-to-RNTF□	\$4,302.08□	□	□
□	□	□	□	□

*[https://www.heathrowexpress.com/¶](https://www.heathrowexpress.com/)



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DANA GOWARD
4558 SHETLAND GREEN RD
ALEXANDRIA VA 22312
UNITED STATES OF AMERICA

Room Number 516 /K1D
Arrival Date 17/06/2024 15:21:00
Departure Date 20/06/2024 13:58:00
Adult/Child 2/0
Room Rate 322.05 GBP
Rate Plan L-HPPRP1
AL:
Honors # 951262965 SILVER
VAT # 917876084
Folio No/Che 541753 A
Tax Date 20/06/2024

VAT INVOICE:567139
Confirmation Number: 3497919528

HILTON LONDON HYDE PARK 20/06/2024 13:58:20

DATE	DESCRIPTION	ID	REF NO	GUEST CHARGES	CREDIT	BALANCE
17/06/2024	GUEST ROOM MAFE		2208040	£322.05		
18/06/2024	GUEST ROOM MAFE		2208383	£369.55		
19/06/2024	GUEST ROOM MAFE		2208739	£369.55		
20/06/2024	VS *2334 CHSE		2208890		-£1,061.15	
BALANCE						£0.00

TAX SUMMARY

Taxable Amount (excl VAT)	£884.30
Zero Rated Amount	£0.00
ROOM VAT AT 20%	£176.85
Non Taxable Amount	£0.00
Total Amount Payable	£1,061.15

Guest Signature _____

Please debit my account by the amount indicated above.
THANK YOU FOR VISITING THE HILTON LONDON HYDE PARK.
WE LOOK FORWARD TO SEEING YOU SOON.