Zoom Meeting Minutes 11/09/21

Organizer: George Rogers (Hou, TX, U.S.) (organizer)

Attendance: Ashfaq G. (London, UK), Dr. John K. (Washington, U.S.), Caden H. (California, U.S.), Giorgio G. (Italy)

Subject: Zoom Test, Company Organizational Meeting

A. Zoom Test
   a. All participants audio/video worked
   b. Screen share of OneNote, Web Server, Org Chart,
   c. Mute All Participants coming in Zoom Meeting Setup
B. [Joint Venture Partners](#)
   a. Activities Navigation Bar
   b. Everything is Public
   c. Keep MSC PRIVATE Information off Web site
   d. NEED Organizational Diversity
   e. Positions Wanted Page, One Page for each Group Manager
C. MSC Joint Venture Offices Worldwide STATUS
   a. MSC Offices – 7
   b. MSC Office Interested – 14
   c. Total to Date – 21
   d. Goal for 01/01/22 – 50
D. Organizational Chart Updates
   a. Engineering
   b. Construction
   c. Medical Sciences
   d. Update for What we are looking for
E. Joint Venture Partners Needed
   a. All Group Managers need to be continuously looking for NEW Joint Venture Partners
   b. Update for What we are looking for
F. [Joint Venture Partners Individual Page](#)
   a. Expertise from Resume or C.V.
   b. Past Research Projects, grants, awards, etc.
   c. Current Research Projects, MSC activities and research
   d. KEEP content CURRENT for Public use
G. Joint Venture Partners Group Web Page
   a. Create Group Collaboration Page, Example: Medical Sensors, etc.
   b. Individual or Group Project, MSC Technology Proposal, etc.
   c. Engineering, Design, Construction, etc.
   d. KEEP content CURRENT for Public use

H. Managing Work
   a. Estimate Hours and Schedule delivery time, with Manager
   b. Manager Review, Approve or Disapprove Estimate and Schedule
   c. Let Joint Venture Partner start on Approved work
   d. Visit with J.V. Partner in zoom meetings, email & What's APP phone calls to keep on schedule and estimate.
I. Caden H. is working on a M.S. Team environment for use top migrate OneNote from.
   a. Do not lose any DATA
   b. Schedule for delivery of a system – delivery of 1 week or so
   c. Gave Caden chiggins@MarsSpaceConst.com
   d. Caden will be managing MSC Team environment from New York, NY, U.S.
   e. Caden has looked at OneNote usage and understands how to create a collaborative environment to offer or Multi-National Team.

Overall mood for group was everyone wanted to urgently move forward with their task. Everyone had to be dialed back to get a better understanding of what has been done already, and when is the information located. Also, there needs to be a procedure established to start a project or task within our MSC Team environment. In addition, Ash needs George to generate a spreadsheet for starting and tracking projects he is to manage. Populate it with all J.V. partners that Ash manages.

Giorgio stayed after everyone left and him and I reviewed organizational changes to properly reflect building an Urban Development on Mars. We both came to an understanding and it will quickly get resolved.

Best,

George