



National Aeronautics and Space Administration

Headquarters
Washington, DC 20546-0001

OA-19-003

Reply to Attn of:

Human Exploration and Operations Mission Directorate

Joseph G. Vockley, Ph.D.
President and Executive Director
Center for the Advancement of Science
in Space, Inc. "CASIS"
Manager of the ISS U.S. National Laboratory
6905 N. Wickham Road, Suite 500
Melbourne, FL 32940

Dear Dr. Vockley:

This letter is to follow up on our discussions at the March International Space Station National Laboratory/NASA face-to-face meeting. I remain encouraged by the continued progress the Center for the Advancement of Science in Space (CASIS)/International Space Station National Laboratory team has made not only in its aggressive response in addressing concerns raised by our commercial implementation partners and outside stakeholders, but also by your forward-looking approach to business development, full resource utilization, proposal review processes, communication, and operating cost management.

Because of your steady performance, NASA believes that the CASIS Board of Directors size and scope should be reduced. In addition to the subject of the Board's compensation addressed in CASIS Cooperative Agreement Modification 14, we recommend reducing the number and composition of the directors per the enclosed proposed revisions to your bylaws. We also believe that based on CASIS's performance since the NASA letter, dated November 16, 2017, that the ad hoc advisory committees created by the Board, including operations, business development, science and technology, and STEM education, are no longer required. The Board should return to a governing manner of corporate management and oversight in order to comply with the CASIS bylaws.

If you would like to further discuss these recommended changes, please do not hesitate to contact me.

Sincerely,

A handwritten signature in blue ink that reads "S Scimemi".

Sam Scimemi
Director, International Space Station
NASA Headquarters
National Lab Liaison

Enclosure

OA-19-003

cc:

OA/M. Y. Gard

OA/J. R. Montalbano

OA/K. A. Shireman

OZ/M. A. Edeen

HQ/R. L. Gatens

OA:MYGard:clp:3/07/19:30425

CONCUR	OFFICE ID	<input type="checkbox"/>	OA/JRM	OA/MYG					
	SIGNATURE	<input type="checkbox"/>							
	DATE	<input type="checkbox"/>							

JSC Form 1267A JAN 06 Previous editions are obsolete. (MS Word OCT 11)

Office File Copy

Enclosure

Recommended Changes to CASIS, Inc. Bylaws

3.02 (a) The Board shall consist of not fewer than five (5) and not more than nine (9) managing directors with at least fifty percent of the exact number to be scientific of which shall be determined from time to time by the Board.

3.10 Compensation of Directors. Directors may be reimbursed for expenses incurred in the performance of their duties to the Corporation in reasonable amounts but will not receive compensation for their service on the Board.