

**MINUTES OF THE INNOVATION DISTRICT
DESIGN AND DEVELOPMENT TASK FORCE MEETING #3**

Thursday, May 13, 2010 at 2:30 p.m.

**Holyoke Heritage State Park, Visitors Center Exhibit Hall
221 Appleton Street, Holyoke, Massachusetts**

Task Force Members Present:

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| <input checked="" type="checkbox"/> Tim Brennan, Pioneer Valley Planning Commission | <input checked="" type="checkbox"/> William Ward, Regional Employment Board |
| <input checked="" type="checkbox"/> Kathy Anderson, City of Holyoke | <input checked="" type="checkbox"/> John Judge, Springfield Office of Planning and Development |
| <input checked="" type="checkbox"/> Robert Gilbert, James Dowd and Sons/Holyoke Chamber of Commerce | <input type="checkbox"/> Felix Morales, Premier Accounting |
| <input type="checkbox"/> William Messner, Holyoke Community College | <input checked="" type="checkbox"/> Gladys Lebron-Martinez, CareerPoint |
| <input checked="" type="checkbox"/> Kip Foley, Cover Technologies, Inc. | <input checked="" type="checkbox"/> Dan D'Alma, IBEW, Local 7 |
| <input type="checkbox"/> Larry Bay, Holyoke Works | <input checked="" type="checkbox"/> Elaine Pluta, City of Holyoke |
| <input type="checkbox"/> Michael Malone, University of Massachusetts | <input type="checkbox"/> Eric Nakajima, Executive Office of Housing and Economic Development |
| <input checked="" type="checkbox"/> John Doyle, CPA Consultant | <input type="checkbox"/> Patrick Larkin, John Adams Innovation Institute – Massachusetts Technology Collaborative |
| <input checked="" type="checkbox"/> James Lavelle, Holyoke Gas & Electric | <input checked="" type="checkbox"/> Michael Vedovelli, Massachusetts Office of Business Development |
| <input type="checkbox"/> Douglas Bowen, Peoples Bank (Holyoke) | <input type="checkbox"/> Richard Henderson, MassDevelopment |
| <input type="checkbox"/> Allan Blair, Western Mass. Economic Development Council | <input checked="" type="checkbox"/> James Kurose, UMass/Dept. Computer Science |
| <input type="checkbox"/> Linda Dunlavy, Franklin Regional Council of Governments/Pioneer Valley Connect | <input checked="" type="checkbox"/> Helene Florio, Office of State Senator Michael Knapik |
| <input type="checkbox"/> John Mullin, UMass Amherst | <input checked="" type="checkbox"/> Natalie Blais, Office of U.S. Congressman John Olver |
| <input type="checkbox"/> Dianne Fuller Doherty, Western Mass. Regional Office – Small Business Development Center | <input checked="" type="checkbox"/> Brenna E. Murphy, Office of State Representative Michael Kane |
| <input type="checkbox"/> Ira Rubenzahl, Springfield Technical Community College | <input checked="" type="checkbox"/> Kevin Kennedy, Office of U.S. Congressman Richard Neal |
| <input type="checkbox"/> Carlos Gonzalez, Western Mass. Latino Chamber of Commerce (Holyoke & Springfield) | <input type="checkbox"/> Donald R. Welch, Holyoke City Council |

Guests Present:

Rick Adrion, MIT	Jim Kurose, University of Massachusetts
Scott Bates, Tishman Construction	Paul Kneedler, Skanska
Esther Bergenon, Carousel Studios	John Laux, Green Gateway
Jack Bradshaw, Gilbane Building Company	S. Scott Macleod, Skanska
Jeff Brancato, University of Massachusetts Amherst	Miguel A. Matas
Ann Burke, Western Mass. Economic Development Council	Kathy McCabe, McCabe Enterprises
Paul Caron, AECOM	Kevin McCaffrey, Mount Holyoke College
Jay Doyle, AECOM	Mary Monahan-Burgess, AECOM
Bill Ennen, Massachusetts Technology Collaborative	Al Raine, AECOM
Jeff Hayden, Holyoke Community College	Nancy Sachs, PCS 80
Chris Hill, MIT	Lori Tanner, Pioneer Valley Planning Commission
Marianne Iarossi, Holyoke Planning Department	Linda Vacon, Holyoke City Councilor
Kurt Keville, MIT	Mark Whittemore, MMW&3 Consulting
Robert Kispert, Massachusetts Technology Collaborative	

1. Call to Order, Welcome New Task Force Members/Liaisons With Brief Opening Remarks/Announcements by Co-Chairs

The fourth meeting of the Innovation District Design and Development Task Force was called to order at 2:51 p.m. by the Task Force's Co-Chair, Tim Brennan who welcomed all those present. Mr. Brennan noted that the following Task Force members could not attend this meeting and had sent in their regrets: Allan Blair of the Western Massachusetts Economic Development Council; Pat Larkin of the Massachusetts Technology Collaborative (MTC); Ira Rubenzahl of Springfield Technical Community College (STCC); and William Messner of Holyoke Community College (HCC). Co-Chair Kathy Anderson then noted that Jef Fasser of VHB, Inc. has been invited to the June Innovation District Task Force meeting. Ms. Anderson explained that Mr. Fasser is currently working on the City of Holyoke's Urban Renewal Plan. Ms. Anderson added that Mr. Fasser will talk about what the plan is all about as well as what the next steps are. He will also discuss Holyoke's vision plan which will be incorporated into the City's Urban Renewal Plan. Mr. Brennan then asked Task Force members to sign the Task Force attendance sheet which would be circulated so that there would be an accurate written record of Task Force members in attendance at this meeting.

2. Minutes of the Previous Task Force Meeting Which Was Held on April 8, 2010

Mr. Brennan called for a motion to approve the minutes of the third Task Force meeting which was held on Thursday, May 13, 2010.

MOVED BY JIM KUROSE, SECONDED BY BILL WARD, TO APPROVE THE MINUTES OF THE INNOVATION DISTRICT DESIGN AND DEVELOPMENT TASK FORCE MEETING HELD ON MAY 13, 2010 AS PRESENTED.

Mr. Brennan asked if there were any questions, comments or corrections regarding the subject minutes but none were forthcoming.

THERE BEING NO QUESTIONS, COMMENTS OR CORRECTIONS, THE MINUTES OF THE INNOVATION DISTRICT DESIGN AND DEVELOPMENT TASK FORCE MEETING HELD ON MAY 13, 2010 WERE UNANIMOUSLY APPROVED.

Mr. Brennan commented that even though the agenda listed Wednesday, June 23rd as the date for the June Task Force Meeting, he stated there were actually two options that he wanted to submit to the Task Force members for

their consideration. Specifically, Mr. Brennan asked if Task Force members had a preference for a meeting being held on either Wednesday, June 23rd at 2:30 p.m. or Thursday, June 24th at 2:00 p.m. After a brief discussion, it was agreed by consensus that the next Task Force meeting would be scheduled for Thursday, June 24th at 2:00 p.m.

3. Progress Report from the Massachusetts Technology Collaborative (MTC) on the Development of the Final Version of the Request for Proposals (RFP) Document to be Used to Engage an Innovation District Consultant or Consultant Team Including an Anticipated Timeline of Next Steps

Mr. Brennan noted that there had been an extraordinary effort made by the staff at the MTC to gather feedback from Task Force members through interviews which focused on the draft version of the Request for Proposals (RFP) which is to be used to engage a consultant or consultant team which will draft a comprehensive action plan to fully leverage the economic benefit of the proposed HPCC. Mr. Brennan further explained that at the last meeting the Task Force authorized the Co-Chairs to use the Task Force's input to help create the final version of the RFP in concert with the MTC staff involved in the project. Mr. Brennan thanked Task Force members for participating in the interview process and asked Bob Kispert of the MTC to deliver an updated briefing on the status of the final RFP document as well as the MTC's timeline for the release of the subject RFP.

Mr. Kispert expressed his appreciation for the time that Task Force members had taken in order to be interviewed by MTC staff or, alternatively, for submitting their written comments. Mr. Kispert explained that a final draft version of the RFP was completed Tuesday, May 11th and sent to Mr. Brennan and Ms. Anderson for their final review and refinements. Mr. Kispert further commented that the critical next steps consisted of getting responses back from Mr. Brennan and Ms. Anderson so that MTC can finalize the RFP and turn it into a final, polished version of the RFP document during the following week. Mr. Kispert added that the RFP will be made available for posting in early June and he noted that he anticipated a 30-day consultant response period. Mr. Kispert stated that MTC will evaluate proposals over the summer so that the selected consultant can begin their work on this project soon after September 1st. Mr. Kispert noted that MTC's practice with this kind of work is to engage an external peer review panel and he explained that this will involve representatives from the Task Force. Lastly, Mr. Kispert stated that the first task for the consultant once they are put under contract will be to present a comprehensive work plan to the Task Force, and he added that the objective of this presentation will be to initiate a dialogue between the consultant and Task Force members so that they can come to a mutual understanding of the work to be accomplished. Mr. Brennan asked if there were any questions or comments from Task Force members regarding the RFP or its timeline. There being none, Mr. Brennan moved to the next agenda item.

4. Presentation by and Task Force Dialogue With Rick Adrion of the University of Massachusetts Amherst and Chris Hill of the Massachusetts Institute of Technology (MIT) Focusing on the Results of an April 15th Educational Opportunities Workshop, Potential Connections to the Work of the Innovation District Task Force and a Related National Science Foundation Grant Being Pursued by Five Colleges Inc. to Initiate an Array of Community-Based Learning Programs

Mr. Brennan noted that at the last Task Force meeting members had learned about a workshop that would take place at Holyoke Community College (HCC) focusing on the educational, outreach and economic opportunities that might be generated by a High-Performance Computing Center (HPCC) coupled with other initiatives taking place within the City of Holyoke. Mr. Brennan then introduced Rick Adrion of the University of Massachusetts Amherst and his colleague Chris Hill of MIT who will be discussing the work that they have done since the educational gathering at HCC which had taken place back on April 15th. Mr. Brennan then welcomed Mr. Adrion and Mr. Hill and invited them to begin their presentation.

Mr. Adrion explained that he and Mr. Hill were jointly responsible for organizing the April 15th workshop held at HCC. Mr. Adrion stated that the goal of the workshop was to try to understand how HPCCs can impact education, outreach and training in the City of Holyoke. He further noted that the workshop was by invitation only and there were a total of 75 attendees. Mr. Adrion added that the City of Holyoke paid for workshop as well as for a report on the outcomes of this workshop which should be completed soon.

Mr. Adrion then showed a PowerPoint slide presentation that listed the workshop speakers as well the organizations that were represented at the workshop. Mr. Adrion stated that the keynote speaker was Dr. Francine Berman, Vice President of Research and Professor of Computer Sciences at Rensselaer Polytechnic Institute and former Director of the San Diego Supercomputer Center. Mr. Adrion also stated that the distinguished workshop panel consisted of Patrick Dreher of Renaissance Computing Institute (RENCI); Roscoe Giles of Boston University; Susan Mackler of HCC; Ann Redelfs of Redelfs LLC; Gordon Snyder of Springfield Technical Community College; and Kim Yohannan of EMC.

Mr. Adrion noted that there were a number of important questions that were raised at the April 15th workshop but that the predominant questions were: What does one make of Cisco's Smart Connected Communities program? What is this Cisco initiative going to do for the City of Holyoke? How would it connect with the Holyoke HPCC facility? From an economic development standpoint Mr. Adrion noted that the following key questions were also raised: How do we generate interest from IT companies to locate here? How do we reach out to the existing local companies? How do we work on attracting suppliers and service providers to locate in and around the HPCC? How can we develop spin-off companies?

Mr. Adrion noted that in breakout groups at the workshop several questions were addressed such as: What are the local and regional needs? What are the activities that community organizations and K-12 educational institutions need from the HPCC? Are there opportunities to leverage other activities being undertaken by partner institutions? Are there opportunities for interacting with the statewide Science Technology Engineering Mathematics (STEM) efforts? And finally what role can industry play?

Mr. Adrion noted that there were three breakout groups which had representatives from all the stakeholder groups. The three breakout groups focused on one of the following topics: 1) K-12, community and economic development; 2) community college partnership; and 3) university partnerships. Mr. Adrion then briefly reviewed the types of ideas and suggestions that came out of the K-12, community and economic development focus group. Subsequently he asked if Task Force members had any questions regarding the content of his presentation thus far.

Robert Gilbert wondered what kinds of possibilities exist for the City and the region's existing business community and how this could be leveraged to attract businesses or spin-off firms to locate in our area. Mr. Adrion noted that the resources of the HPCC are there primarily to support academic research and he noted that the facilities themselves are not going to be made available to industry. However, Mr. Adrion noted that there is some level of commitment from the presidents of universities involved, the CEOs of the Holyoke HPCC's corporate partners as well as the Commonwealth of Massachusetts for the HPCC to have a positive economic impact on the City of Holyoke and surrounding Pioneer Valley. Mr. Adrion further noted the involvement of several prestigious universities and corporations in the HPCC gives substantial credibility to this computer center. He further noted that in the workshop a great deal of time was spent on how the local workforce can be properly trained so that they can qualify for the high-tech careers related to the Holyoke HPCC. Mr. Gilbert then asked specifically what kinds of industries can the local workforce can be prepared for. Mr. Adrion stated that a lot of industries in Massachusetts are IT dependent and these types of industries range from pharmaceutical and medical devices research, to healthcare and education. Mr. Adrion further stated that the focus of the workshop wasn't entirely on IT in the traditional sense but broadly on giving people IT skills for the companies that can use them. Mr. Gilbert then asked if he had a need for high-volume computer processing, could he rent a partition in the HPC. Mr. Adrion noted that the HPCC will be largely equipped by research grants so its efforts need to be heavily utilized for grant purposes.

Mayor Elaine Pluta noted that one of the suggestions that Mr. Adrion had mentioned which came out of the K-12, Community and Economic Development breakout group was the need to hire a community liaison to work in concert with the City. Mayor Pluta asked Mr. Adrion to expand on what was meant by that concept. Mr. Adrion stated that there has been a lot of feeling that the HPCC will be established over a 24 month time period. Mr. Adrion stated that focus group participants thought that a community liaison should be hired now rather than waiting until the Holyoke HPCC has been fully built and becomes operational if the full economic and ancillary benefits of it are to be realized.

Mr. Adrion continued his presentation by reviewing the suggestions from the Community College Partnerships breakout group while Mr. Hill reviewed the suggestions that came out of the University Partners group. Mr. Adrion

then stated that a few days after the April 15th workshop was held he was talking to staff at the National Science Foundation (NSF) about the HCC gathering and it was suggested that he send a proposal to the NSF to help support the HPCC's ongoing education and training-related activities. Mr. Adrion explained that as a result of this suggestion a C4 project application was developed for the NSF. Mr. Adrion explained that C4 stands for "canals, computers, community and collaboration." Mr. Adrion noted that the focus of this project is to start with education outreach and training activities now in advance of the HPCC and to get more Holyoke residents into the educational pathways that can lead to IT careers. Mr. Adrion stated that the grant proposal, which comes from Five Colleges Inc., will build on the community-based learning activities that are already in place. Mr. Adrion noted that 300-500 students from Smith College, Amherst College, Hampshire College, Mount Holyoke College, HCC and STCC are working as tutors and mentors in Holyoke and he explained that the NSF proposal uses this infrastructure as a means to recruit more students for the C4 Program. Mr. Adrion added that the C4 program will build on what has been currently established primarily by Mount Holyoke College to get middle school children to be much more math and IT career aware. He also noted that there will also be efforts to provide professional development for K-12 teachers in order to get them up to date on what's available regarding technology tools. Mr. Adrion also noted that there are plans to hold several future outreach events at the HPCC and the NSF grant would help to quickly acquire computing equipment needed to support these outreach activities. Mr. Adrion stated that another focus of the C4 project will be to work with local libraries and schools to improve access to computing. Mr. Adrion further noted that the NSF grant proposal has received 13 letters of support and he was optimistic that it will be successful.

Mr. Adrion then asked if there were any questions regarding the subject NSF proposal. Mr. Brennan asked if Mr. Adrion could site any specific examples from the experts at this April 15th workshop who have previously worked with HPCCs regarding how their HPCCs were leveraged to advantage. Mr. Adrion noted the better models are the San Diego HPCC and North Carolina's RENCi. Mr. Adrion stated that RENCi was based on a model not unlike the Holyoke HPCC model here and involves approximately ten universities. Mr. Adrion further stated that North Carolina State has wired up every public school on the statewide network so RENCi is able to provide its services to every public school in the state by leveraging the network that was already built. Mr. Brennan then asked if this is something that the Holyoke HPCC could aspire to do. Mr. Brennan further explained that he was trying to think beyond what the HPCC was going to do for the University Consortium and that the Innovation Task Force needs to aggressively explore what the Holyoke HPCC is going to do for the City of Holyoke and the region. Mr. Hill noted that RENCi has a lot of pieces to it and has been in existence for eight years now. Mr. Adrion added that one of RENCi's objectives had been to identify and link various regional opportunities and RENCi has been successful in doing this. Mr. Adrion further noted that there are a lot of opportunities in this region and the NSF proposal is trying to link these instead of reinventing a whole new set of educational programs.

Mr. Gilbert stated that in a private conversation with Dr. Berman at the April 15th workshop, he asked her about the issue of connectivity regarding the Holyoke Innovation District. Dr. Berman commented that the biggest thing you had to be careful of is pushing the bandwidth because the problems the San Diego HPCC encountered was with having insufficient capacity once outside their HPCC facility. Mr. Gilbert noted that the Task Force will need to have a plan to deal with any potential capacity problems.

Mr. Adrion finally noted that there is another workshop which is scheduled to take at HCC on May 25th. The focus of this workshop will be to introduce high school and community college faculty to new technologies which will be available at the Holyoke HPCC and this will be another step toward leveraging the Holyoke HPCC facility to local advantage.

5. Informational Updates from Two Key Innovation District Task Force Partners

Ms. Anderson thanked Mr. Adrion and Mr. Hill for their thoughtful presentation and asked Mr. Brancato to give the Task Force an update on the HPCC University Consortium's activities. Mr. Brancato stated that work is being done put the Holyoke HPCC project on a smooth pathway for an initial ground-breaking event which would likely take place in the fall. Mr. Brancato further noted that the Consortium is in the final stages of pulling together a formal proposal for the Green High Performance Computing Center (GHPCC) which will be submitted to MTC. Mr. Brancato noted that the Consortium is in the process of trying to codify all the discussions surrounding the Holyoke GHPCC project and this proposal will be submitted to MTC late next week. Mr. Brancato added that work

is also being done to finalize paperwork to formally establish the legal entity for the Holyoke GHPCC which will manage the facility itself. Mr. Brancato stated that the legal entity will run the facility but will also be a part of a larger scope of Consortium operations which will include activities such as a collaborative research program, education and outreach programs and other kinds of engagement activities. Mr. Brancato also stated that the University Consortium is in process of hiring a search firm which will assist in recruiting an Executive Director for the Holyoke HPCC facility. Mr. Brancato further stated that the Consortium is about to begin negotiations with a contractor who will provide design and engineering services and he also noted that a Request for Qualifications (RFQ) has been sent out for construction management services that the University Consortium intends to retain.

Mr. Brancato asked if there were any questions or comments regarding his report. Mr. Doyle asked who holds the options on property now being considered by the Consortium. Mr. Brancato responded that Holyoke Gas and Electric (HG&E) is in the process of acquiring an option on the Mastex site and Open Square has sent in a proposal for the second site still under construction. However, Mr. Brancato stated that it is not the Consortium's intent to purchase property but rather to lease space in the existing building. John Judge wondered if it makes sense to work on branding now to distinguish the Holyoke HPCC and to give the HPCC added value early on in the development stage. Mr. Brennan stated that the issue of marketing is one that is addressed in the RFP for a consultant or consultant team. Mr. Brennan wondered if it is possible to conceive that this academic research center could be configured in such a way so that it can provide some sort of service to the private business and/or public sectors here in the Pioneer Valley. Mr. Brancato stated that this would be possible but the key is to bring to the table the right set of partners that can come to a consensus around what it might look like and what the scope of activities might consist of. Mr. Brennan then asked if there has been any thought or discussion thus far regarding possible synergy between the Holyoke HPCC and the Springfield Data Center and Mr. Brancato responded that the Consortium's information technology staff are in close contact with the Springfield Data Center's information technology staff and this connection is being analyzed.

Ms. Anderson then asked Mr. Brancato to comment on the University Consortium's research agenda. Mr. Brancato stated that all of the Consortium partners have committed to provide seed funding in support of multiple collaborations. However, Mr. Brancato explained that although Consortium partners don't necessarily have a consensus on how each university partner is going to accomplish this it is understood that this is a very important component and therefore funding needs to be made available in order to ensure that researchers can work with one another across borders with other higher education and research institutions. There being no further questions, Mr. Brancato thanked the Task Force members for their continuing interest and support of the Holyoke HPCC project.

Ms. Anderson then asked Bill Ennen of the MTC if he would address Mr. Gilbert's comment from earlier in the meeting regarding available broadband connectivity and capacity. Bill Ennen stated this region is fortunate because Holyoke Gas and Electric is building a citywide fiber optic network and the State has a fiber backbone which is being installed in the Interstate 91 corridor. Mr., Ennen further noted that several years ago branches off of Interstate 91 extending to communities such as Holyoke, Greenfield and Northampton were incorporated into the project design. Mr. Ennen stated that the next component is the proposal to the federal government from the Massachusetts Broadband Institute (MBI) for a \$64 million buildout of fiber construction in Western Massachusetts so that every school and town hall gets connected to this network. Mr. Ennen noted that another existing asset is the network that connects colleges and universities in Massachusetts. Mr. Ennen further stated that western Massachusetts is in good shape with connectivity, and this is a key reason why technology corporations like Cisco and EMC pay attention to this region. Mr. Gilbert asked about the time frame of the MBI project and Mr. Ennen stated that construction would begin in 2011 and would be completed by 2012. However, Mr. Adrion added that this \$64 million project isn't needed for the Holyoke HPCC but rather for western Massachusetts because the Holyoke HPCC is already close enough to the fiber networks that run along Interstate 91 as well as the Massachusetts Turnpike.

Ms. Anderson asked if there were any other questions for Mr. Ennen. There being none, Ms. Anderson noted that since Andy Liwen of Cisco Systems was not able to attend today's meeting she would provide the update on the City and Cisco's Smart Connected Community Project. Ms. Anderson stated that it is anticipated that a draft plan will be ready by the end of June. She also noted that the plan will be reviewed by the various stakeholders that have been meeting around this issue over the past several months. Ms. Anderson commented that the main focus of the project are the solution towers that were discussed at the previous Task Force meeting, specifically: education, health care

and public safety. Ms. Anderson noted that the other issue being examined is how to sustain and expand this pilot project in Holyoke over time. Ms. Anderson further stated that another issue being addressed is how to educate the community so that they can use the new technologies that will be available to them as a result of this project. Ms. Anderson explained that after the draft of the pilot has been developed it will be reviewed again with the goal of having the pilot plan finalized by September of 2010 and components of the pilot should be up and running by the end of the calendar year.

Mr. Brennan noted that after Mr. Liwen presented an overview of the Smart Connected Communities project at the last meeting, several Task Force members approached Mr. Brennan about the possibility of Mr. Liwen coming back to a future meeting to provide more details on this important project. Mr. Brennan then stated that Mr. Liwen has agreed to do another presentation once these specifics are in place and have been fully shared with the host community of Holyoke.

Lastly, Ms. Anderson stated that she wanted to thank Natalie Blais from U.S. Congressman Olver's office and Karen Mendrala from the City of Holyoke's Planning and Development Department for setting up a meeting with representatives from the Office of Housing and Economic Development and the Massachusetts Department of Transportation and the Environmental Protection Agency to help Holyoke families to gain better access to affordable housing, provide more transportation options and in the process reduce transportation costs.

6. Other Business Including Anticipated Agenda Items for the next Full Task Force Meeting Scheduled for 2:00 p.m. on Thursday, June 24th

There being no questions or comments from Task Force members or the general public, Mr. Brennan confirmed that the next meeting of the Task Force will be Thursday, June 24th at 2:00 p.m. Task Force Co-Chairs Ms. Anderson and Mr. Brennan then adjourned the meeting at 4:15 p.m. without objection.