

2025 Current Fiscal Year Report: Manufacturing Extension Partnership Advisory Board

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1. Department or Agency

Department of Commerce

2. Fiscal Year

2025

3. Committee or Subcommittee

Manufacturing Extension Partnership
Advisory Board

3b. GSA

Committee No.

2013

4. Is this New During Fiscal Year?

No

5. Current Charter

10/17/2022

6. Expected Renewal Date

10/17/2026

7. Expected Term Date

8a. Was Terminated During Fiscal Year?

No

8b. Specific Termination Authority

8c. Actual Term Date

9. Agency Recommendation for Next Fiscal Year

Continue

10a. Legislation Req to Terminate?

Not Applicable

10b. Legislation Pending?

Not Applicable

11. Establishment Authority Statutory (Congress Created)

12. Specific

Establishment Authority

by 15 U.S.C. § 278k(m)

13. Effective

Date

08/09/2007

14. Committee

Type

Continuing

14c.

Presidential?

No

15. Description of Committee Non Scientific Program Advisory Board

16a. Total Number of Reports 1

16b. Report Date

05/28/2025

Report Title

MEP Advisory Board Annual
Report 2024

Number of Committee Reports Listed: 1

17a. Open

0

17b. Closed 0

0

17c. Partially Closed 0

0

Other Activities 0

0

17d. Total 0

Meetings and Dates

No Meetings

Current FY

Next FY

18a(1). Personnel Pmts to Non-Federal Members

\$0.00

\$0.00

18a(2). Personnel Pmts to Federal Members

\$0.00

\$0.00

18a(3). Personnel Pmts to

Federal Staff	\$26,247.90	\$202,204.80
18a(4). Personnel Pmts to Non-Member Consultants	\$0.00	\$0.00
18b(1). Travel and Per Diem to Non-Federal Members	\$0.00	\$70,000.00
18b(2). Travel and Per Diem to Federal Members	\$0.00	\$0.00
18b(3). Travel and Per Diem to Federal Staff	\$0.00	\$32,500.00
18b(4). Travel and Per Diem to Non-member Consultants	\$0.00	\$0.00
18c. Administrative Costs (FRNs, contractor support, In-person/hybrid/virtual meetings)	\$0.00	\$0.00
18d. Other (all other funds not captured by any other cost category)	\$0.00	\$107,344.00
18e. Total Costs	\$26,247.90	\$412,048.80
19. Federal Staff Support Years (FTE)	0.25	0.50

20a. How does the Committee accomplish its purpose?

The MEP Advisory Board provides independent guidance based on members experience and knowledge of the manufacturing ecosystem. This expertise ensures the program stays aligned with the evolving needs of U.S. manufacturers. By offering objective feedback and identifying emerging trends, the Board helps MEP make informed decisions, refine strategies, and strengthen its mission to boost the competitiveness of U.S. manufacturing.

20b. How does the Committee balance its membership?

MEP strives for a diverse and balanced membership with members from different areas of the manufacturing industry from all over the country. The membership consists of Board member representation ranges from CEOs and executives with various small and medium-sized manufacturers to academic leaders located at various institutions of higher education. At least two members serve on advisory boards for MEP centers. At least 5 members represent small manufacturing establishments. At least 1 member represents a community college. Additional members

represent stakeholders involved in industrial extension through academia, technology deployment, and workforce activities. MEP actively seeks nominations for Board members from partners, MEP centers and other stakeholders. The diverse membership of the Board assures perspectives reflecting the full breadth of the Board's responsibilities.

20c. How frequent and relevant are the Committee Meetings?

No meetings were held in FY 2025. Historically, the Board meets at least biannually, but usually three times each year. Additional meetings may be called by the NIST Director. These meetings are often held in conjunction with other MEP-National Network events to provide Board members the opportunity to interact with representatives from individual MEP centers. These interactions provide the Board with the perspectives and feedback from a key stakeholder group.

20d. Why can't the advice or information this committee provides be obtained elsewhere?

The Board plays a critical advisory role that helps MEP meet the needs of U.S. manufacturers, especially smaller manufacturers. It assesses program performance against established plans and strategies, while providing independent advice on policy, long-term strategy and implementation. The Board's diverse, external membership offers unique perspectives and expertise that cannot be replicated within the program itself. This ensures that advice is objective and grounded in real-world industry experience.

20e. Why is it necessary to close and/or partially closed committee meetings?

n/a

21. Remarks

Notes on Meetings: Meeting minutes are posted to the NIST MEP Website:

<https://www.nist.gov/mep/about-nist-mep/advisory-board/meetings-minutes-agendas-and-presentations>. No meetings were held in fiscal year 2025.

Designated Federal Officer

Jennifer Rosa Senior Advisor for Communications and Public Affairs

Committee Members	Start	End	Occupation	Member Designation
Bafford, Elizabeth	05/22/2023	07/29/2025	Vice President Strategy	Representative Member
Bockoven, Donald	10/22/2019	10/21/2025	Fiber Industries LLC; CEO	Representative Member
Chang,			Chief Technology	Representative

Winston	03/01/2024	03/01/2027	Officer	Member
Ford, Jermaine	03/01/2024	03/01/2027	President	Representative Member
Foreman, Louis	05/22/2023	05/21/2026	Founder and Chief Executive Officer	Representative Member
Friedberg Rottenstrich, Gail	05/22/2023	05/21/2026	Chief Executive Officer	Representative Member
Garvey, Michael	07/11/2023	07/11/2026	President and CEO	Representative Member
Hawes, Bernadine	07/16/2021	07/15/2027	Senior Advisor, Econsult Solutions, Inc.	Representative Member
Ketter, Sean	02/13/2023	02/12/2026	Vice President, Global Procurement & Supply Chain	Representative Member
Kmetzo, Miriam	07/16/2021	07/15/2027	Executive Vice President, Welding Technology Corp.	Representative Member
Mathews, G. Christopher	05/04/2022	05/03/2025	Chairman, National Custom Hollow Metal Doors Maple Leaf Awning and Canvas	Representative Member
Parker, Annette	05/04/2022	05/03/2025	President, South Central College	Representative Member
Smith, Candice	03/01/2024	03/01/2027	Director	Representative Member
Smith, John	09/12/2023	09/12/2026	Chief Executive Officer	Representative Member
Smith, Tyrome	02/13/2023	02/12/2026	Director of Strategic Partnerships	Representative Member
Vasko, David	05/22/2023	05/21/2026	Independent Consultant	Representative Member

Number of Committee Members Listed: 16

Narrative Description

The MEP Advisory Board provides guidance and advice on the MEP program from the perspective of manufacturers and manufacturing stakeholder groups. They provide input and guidance on the direction of the MEP program with a focus on growth services, technology acceleration, workforce development and expanded partnerships.

What are the most significant program outcomes associated with this committee?

Checked if Applies

Improvements to health or safety



Trust in government



Major policy changes



Advance in scientific research



Effective grant making



Improved service delivery



Increased customer satisfaction



Implementation of laws or regulatory requirements



Other



Outcome Comments

NA

What are the cost savings associated with this committee?

Checked if Applies

None



Unable to Determine



Under \$100,000



\$100,000 - \$500,000



\$500,001 - \$1,000,000



\$1,000,001 - \$5,000,000



\$5,000,001 -
\$10,000,000



Over \$10,000,000



Cost Savings Other



Cost Savings Comments

N/A

What is the approximate Number of recommendations produced by this committee for the life of the committee?

105

Number of Recommendations Comments

No recommendations were made in FY25 since no meetings were held.

What is the approximate Percentage of these recommendations that have been or will be Fully implemented by the agency?

65%

% of Recommendations Fully Implemented Comments

In FY25 no recommendations were given since no meetings were held.

What is the approximate Percentage of these recommendations that have been or will be Partially implemented by the agency?

35%

% of Recommendations Partially Implemented Comments

N/A

Does the agency provide the committee with feedback regarding actions taken to implement recommendations or advice offered?

Yes  No  Not Applicable 

Agency Feedback Comments

Historically, written reports and verbal presentations at meetings.

What other actions has the agency taken as a result of the committee's advice or recommendation?

Checked if Applies

Reorganized Priorities



Reallocated resources



Issued new regulation



Proposed legislation



Approved grants or other payments



Other



Action Comments

The MEP Advisory Board provides guidance on the prioritization of program activities and initiatives as well as advice on the allocation of new resources. The Board is one of several stakeholder groups MEP seeks input and feedback from when considering these decisions.

Is the Committee engaged in the review of applications for grants?

No

Grant Review Comments

NA

How is access provided to the information for the Committee's documentation?

Checked if Applies

Contact DFO



Online Agency Web Site



Online Committee Web Site



Online GSA FACA Web Site



Publications



Other



Access Comments

NA