



MINUTES

**Safety & Security Committee
May 8, 2008
Alexandria, VA**

The meeting was called to order at 1 PM with the following in attendance:

MEMBERS

Walter Chartrand
Oscar Flowers
Jim Gardner
Ross Gregson
Steve McNeely
Bill Miller
Sean Monegan
Matt Reider
Don Rickerhauser
Dave Smith
Chuck Starkey
Chuck Starkowsky
Steve Whitlock

COMPANY

Air BP
TAC Air
Insuramerica
ConocoPhillips
Jet Solutions, LLC/Jet Domain
Signature
Chevron
JetDirect Aviation
Bombardier Flexjet
Midcoast Aviation
Flight Options
Sentient Flight Group
AirSure, Ltd.

GUESTS

Ted Hamilton
Deborah Highsmith
Dwight Holman
Mike Ickes
Sheryle Milligan
Lindsey McFarren

COMPANY

Landmark Aviation
Million Air
Holman Aviation
Flight Options
Sentient Flight Group
TSA

STAFF

Jim Coyne
Alan Darrow
Amy Koranda
Russ Lawton
Kristen Moore

TITLE

President
Vice President/CFO
Director, Safety Management
Director Safety & Security
Director, Legislative Affairs

I. Welcome and Call to Order

The meeting was called to order and members and guests went around the room acknowledging members and introducing new members and guests. Members also indicated the state of business at their operations and the majority reported a slight downturn of between 10-20%.

Mr. Flowers motioned to accept the minutes as written from the previous meeting in Savannah, January 28, 2008 and Mr. Chartrand seconded the motion.

II. TSA Security Update

Ms. McFarren, Assistant General Manager Office of General Aviation, of the Transportation Security Administration (TSA) briefed the committee on the latest security issues. She explained the GA office of TSA is responsible for policy and programs, and she is the liaison with industry on security relationships.



The TSA is interested in GA airport vulnerability as well as airports implementing security programs. TSA provides guidance and encourages airports to follow this guidance voluntarily. TSA introduced the Secure FBO program using Signature's FBOs in Anchorage and Shannon as a proof of concept for a voluntary program to identify foreign visitors on a corporate or 135 flight. This information is then transmitted to the TSA before the flight lands in the U.S. The foreign passengers checked and cleared through this process will be able to fly anywhere throughout the USA without further checks on a 135, 91 or 91K flight. TSA hopes to expand the Secure FBO program to additional FBO locations across the nation.

Ms. McFarren also discussed the upcoming Large Aircraft Security Program (LASP) that will be introduced by a Notice of Proposed Rule Making (NPRM) in the coming months. It will bridge the gap for smaller 91 and 91K operators and the current 12-5 rule that affects 135 operators. TSA is looking for operators to voluntarily comply with secure procedures until the ruling becomes effective. When it is rolled out, 135 operators will find the rule less burdensome than the current 12-5 rule. Part 91 and 91K operators will have an adjustment but eventually the 12-5 rule will go away and everyone will be required to comply with the LASP. Additionally the LASP will replace the private charter security program as well. Ms. McFarren said the major concerns of TSA are to prevent aircraft from being used as a weapon, carrying terrorists or carrying dangerous cargo. The LASP should preclude any of these for everyone flying aircraft for hire.

Ms. McFarren said the DCA Access Standard Security Program (DASSP) will continue waivers and that the TSA has gotten very good at detecting waiver violations and diverting flights into Bangor, ME. There will also be future changes to the DASSP according to Ms. McFarren. She indicated that TSA is working on getting 135 operators into TFRs and to look for upcoming requirements.

NATA will be working with TSA to develop a survey of NATA members to assess security programs. TSA is looking for hard numbers to show voluntary security compliance at airports across the nation.

III. Professional Line Service Training (PLST) Online Update

Ms. Koranda reported that the PLST Online was completing beta testing with approximately 150 students taking advantage of online training who had signed up during the FBO Leadership Conference. She indicated beta testing would end by mid-May and the program would be available to anyone wanting line service training. She also indicated once live, the video program would no longer be recognized for certification.

Ms. Koranda showed the ease of navigation through the administrative portal of the PLST Online. Members viewed the privileges afforded the trainer/supervisor including viewing student progress on module training, online module exams, hands-on training, practical exams and the certification progress. Trainers can easily monitor all student training as it is automatically recorded for modules and exams. The trainer and student confirm all hands-on and practical exams by signing in and verifying online signatures. Trainers have several reports that may be printed for student records. Ms. Koranda commented that participants may request reports as required as well. Training resources for students and trainers are all available online for use including the Aircraft Ground Service Guide (AGSG), Aircraft Towing Guide (ATG), Trainer's Guide and PLST reference documents.

Once PLST Online is officially rolled out, phase two or aircraft specific reference training will begin. Aircraft specific training will include specifics on refueling and towing by aircraft make and model. Committee members reiterated their needs for specific aircraft to include refueling, towing, lavatory servicing, power requirements/locations and potable water procedures/locations. Ms. Koranda indicated all of these requirements will be reviewed and phase two will be released on a rolling basis as aircraft makes and models are available. She also indicated that NATA has contacted Lektro to include information specific to tow bar-less training as well. Mr. Hamilton said their FBO chains have many aircraft procedures documented by make and model that could supplement existing information. Ms. Koranda will contact him concerning information sharing.



IV. NATA Safety 1st & ACSF Offering Updates

Mr. Lawton demonstrated NATA's Safety 1st new online flight crew briefing for Teterboro airport. Done under a grant with the FAA, the training consists of approximately 20-30 minutes of information on the different safety, security, noise abatement and ATC procedures operating into and out of the Teterboro airport. The gratis online training provides a thorough briefing for knowledgeable as well as new operators flying into Teterboro. The training is available at <http://www.airportflightcrewbriefing.com/Teterboro/>. The FAA wants to use this briefing as a template to create future briefings for additional airports across the country.

Mr. Lawton discussed the status of the event reporting software called Aviation Safety Information System or AVSIS. It is currently being configured for the internet and will undergo some changes to make it more user friendly for NATA's 135 operators. AVSIS will be rolled out to operators at the Air Charter Summit taking place in Washington, DC from June 9-11.

Mr. Lawton indicated the standard audit for operators will also be rolled out during the Air Charter Summit. The audit will be managed under the Air Charter Safety Foundation (ACSF) and will offer two kinds of auditor training. The ACSF will maintain and teach the auditor training standards and also offer "how to audit" training.

V. NATA Regulatory Update

Kristen Moore, NATA's Director of Regulatory Affairs, briefed members on badging issues. She said NATA is very adamant about limiting background checks to seven days and is having problems with Pete Sessions concerning this issue. NATA points to the clear card that requires a background check that could be used as the standard to follow. Ms. Moore also said FAA Reauthorization may include badging legislation on the bill to get this underway.

Mr. Coyne came and discussed environmental concerns and issues. In particular he said the EPA is concerned about lead in avgas, even though it is at an all time low with 100LL. He said it is a very serious issue that may be the beginning of the end for avgas. There aren't any STC's for engines (warbirds) that require leaded fuel. He also indicated that EPA was able to handle the issue with automobiles through attrition but does not see the same ability when it comes to aviation.

VI. NATA Safety 1st Operational Best Practices (OBP)

Committee members reviewed changes made to the Operational Best Practices (OBP) from the previous meeting in Savannah. Ms. Koranda asked for a volunteer to review the Secure Aircraft OBP for additional guidance on chock placement. Mr. Miller volunteered to make appropriate changes.

Members approved all changes to the Aircraft Towing, Tracking Log, Towing Inspection Record, Tow Bar Head Usage and Alert Whistle OBPs. Members also reviewed and made additional changes to the Cellphone and Media Device OBP, General Introduction to OBPs, Motorized/Mobile Equipment OBP, High Winds OBP, Thunderstorms OBP, Weather Monitoring OBP and FOD OBP. Mr. Smith and Ms. Koranda will review changes and submit OBPs to members for final approval at the next meeting.

VII. Safety & Security Purpose and Scope

Members reviewed the committee purpose and scope for updates and applicability. It was felt that both the purpose and scope suited the committee and currently there is no need to change or update the document.



VIII. New Business

Mr. Smith wanted member comments on an uninsured contractor issue. He felt member companies may inadvertently be assuming liability unnecessarily. The issue was tabled and copies sent to Mr. Gardner for an insurance perspective. Additional air charter issues will be reviewed by Ms. Rosser and the air charter committee to make sure members are adequately aware of the issue.

With no further business, Mr. Smith thanked the committee for their assistance and adjourned the meeting at 5 pm.

X. Future Committee Meeting

The next Committee meeting is tentatively scheduled for **Thursday, September 18, 2008 in Indianapolis, IN**. Please access the Safety & Security web page for additional information at <http://www.nata.aero/about/safesecure.jsp>.