

**ORDER**

U.S. DEPARTMENT OF TRANSPORTATION  
FEDERAL AVIATION ADMINISTRATION  
Western-Pacific Region

WP AT 1110.3D

1/13/00

**Subj:** AIR TRAFFIC DIVISION MANAGEMENT PLANNING BOARD (MPB)

---

1. **PURPOSE.** This order establishes the Western-Pacific Air Traffic Division Management Planning Board (MPB). Additionally, the objectives, responsibilities, composition, and procedures for the board are contained in this order.
2. **DISTRIBUTION.** This order is distributed to the branch level and above in the Air Traffic Division and to all air traffic field facilities in the Western-Pacific Region.
3. **CANCELLATION.** This order cancels WP AT 1110.3C, dated August 8, 1997.
4. **BACKGROUND.**
  - a. The National Air Traffic Reorganization Plan, dated August 30, 1995, required that a MPB be established in each region. The MPB would provide a mechanism for managers to be part of the decision-making process and assist in strategic planning to lead the organization into the future.
  - b. Initially, the Western-Pacific Region MPB consisted of division, branch, staff managers and all hub/stand-alone field managers. However, in view of increased fiscal restraints, it has become necessary to decrease the size of the board. The new board will consist of all branch managers, a Supervisory Committee Representative (SUPCOM), and one or two hub/stand-alone managers who will represent the branches, Automated Flight Service Stations (AFSS), and specific geographical areas. All Air Traffic Control options shall be represented. Rotation of board members will be at the discretion of the Division Manager on an as-needed basis.
5. **OBJECTIVES.** The objectives of the Western-Pacific Region MPB are to:
  - a. Ensure maximum efficiency and effectiveness of regional resources.
  - b. Promote, attract, develop, motivate, and retain a diverse and competent workforce.
  - c. Empower employees at all levels with decision-making authority and hold those employees accountable for their decision.
  - d. Participate in establishing Air Traffic Division policy, philosophy, and resource management.
  - e. Provide the Air Traffic Division with a quarterly status of each branch, center, hub, and stand alone facility.
  - f. Maximize the Air Traffic Division's focus on the system user.
  - g. Establish and maintain a mentor program designed to develop managerial candidates for succession planning.

**6. RESPONSIBILITIES.**

a. The MPB is the focal point for the Western-Pacific Region Air Traffic Division policy and planning. Members participate in the decision-making process at the Division level on a myriad of issues.

b. The MPB is a resource for the Air Traffic Division Manager and may be tasked for input or recommendations on any issue deemed appropriate by AWP-500. Issues may involve, but are not limited to, Equal Employment Opportunity (EEO), Labor/Management Relations, budget, allocation of Permanent Change of Station moves, staffing levels, Hub alignment, operational/deviation error reduction, operational problems at facilities which have major impact on the National Airspace System, regional priority of equipment acquisition/installation, regional priority of airspace projects, and overtime expenditures.

c. The MPB is not a substitute for resolving facility issues within the given organizational structure.

**7. PROCEDURES.**

a. Membership: The MPB shall consist of the following members:

(1) The Air Traffic Division Manager shall serve as the Chairperson of the MPB. The Assistant Air Traffic Division Manager shall serve in that position during his/her absence.

(2) All Branch managers/ATMT (4)

(3) One AFSS field facility manager.

(4) One SUPCOM Representative

(5) Hub/stand-alone managers from the following geographical areas:

(a) Two hub/stand alone managers from Northern California.

(b) Two hub/stand-alone managers from Southern California.

(c) One hub/stand-alone manager from Nevada.

(d) One hub/stand-alone manager from Arizona.

(e) One hub/stand-alone manager from Hawaii

b. Terms: Membership will be rotated as necessary. See Appendix 1: List of facilities assigned to geographical areas and the MPB Representative.

c. Meetings.

(1) The MPB will meet quarterly, or more, as deemed necessary. Meetings will be scheduled in advance to facilitate managers' planning purposes. Interim telecons between board members and the division manager will be conducted as necessary. Ad hoc committees will be established as necessary.

(2) The Division Manager will request agenda items from all air traffic managers and will determine the final agenda which will be prepared and distributed to all board members, along with any background material and associated staff work so as to be received at least five business days prior to the scheduled meeting date.

(3) The Division will be responsible for providing logistics and administrative support for the board.

1/12/99

d. Communications. MPB members shall ensure timely and effective networking with their respective facility assignments. The minutes of MPB meetings will be distributed within 21 calendar days after the meeting.



John Clancy  
Manager, Air Traffic Division

1/13/99

## Appendix 1

### Management Planning Board Members

NAME	FACILITY	ASSIGNED FACILITIES
1. John Clancy, Chairperson	Air Traffic Division, AWP-500	
2. Dawna J. Vicars, Vice Chairperson	Air Traffic Division, AWP-501	
3. Leonard Mobley	Manager, Airspace Branch, AWP-520	
4. Rose Marino	Manager, Requirements Branch, AWP510	
5. Bud Riebel	Manager, Operations Branch, AWP-530	
6. AWP-540 Manager	Manager, Resource Management Branch, AWP-540	
7. Dale Raulston, SUPCOM Rep	Los Angeles ARTCC	SUPCOM
8. Rhonda Oldham, Nevada Member	Las Vegas ATCT	LAS Hub, LAS TRACON
9. George Sullivan, Arizona Member	Phoenix TRACON	PHX TRACON Hub, PHX ATCT, U90 Hub
10. Bob Rabideau, Hawaii Member	Honolulu ATCT	Honolulu Hub
11. Mike Fitzgerald, No. Cal Member	Sacramento TRACON Hub	SAC Hub, ZOA ARTCC, No.CA.TRACON
12. Ora King, No. Cal Member,	Oakland ATCT Hub	OAK Hub, SFO Hub, Bay TRACON
13. Larry T. Anderson, So. Cal Member	Los Angeles ARTCC	ZLA ARTCC, SBA Hub, LAX ATCT VNY Hub
14. Greg Mueller, So. Cal Member	So Cal TRACON	So.CA.TRACON, SAN Hub, John Wayne Hub, ONT Hub
15. Jimmie Haralson, AFSS Rep	Reno AFSS	All AFSSs (except HNL)