

DEPARTMENT OF TRANSPORTATION**Federal Aviation Administration****Executive Committee of the Aviation Rulemaking Advisory Committee; Meeting**

AGENCY: Federal Aviation Administration (FAA), DOT.

ACTION: Notice of meeting.

SUMMARY: The FAA is issuing this notice to advise the public of a meeting of the Executive Committee of the Aviation Rulemaking Advisory Committee.

DATES: The meeting will be held on December 14, 2011, at 10 a.m.

ADDRESSES: The meeting will take place at the Federal Aviation Administration, 800 Independence Avenue SW., Washington, DC 20591, 10th floor, MacCracken Room.

FOR FURTHER INFORMATION CONTACT:

Renee Butner, Federal Aviation Administration, 800 Independence Avenue SW., Washington, DC 20591, telephone (202) 267-5093; fax (202) 267-5075; Email: Renee.Butner@faa.gov.

SUPPLEMENTARY INFORMATION: Under section 10(a)(2) of the Federal Advisory Committee Act (5 U.S.C. App. 2), we are giving notice of a meeting of the Executive Committee of the Aviation Rulemaking Advisory Committee taking place on December 14, 2011, at the Federal Aviation Administration, 800 Independence Avenue SW., Washington, DC 20591. The Agenda includes:

1. Rulemaking Prioritization Working Group (RPWG) recommendation report.
2. New ARAC task: Commercial Air Tour Voluntary Accreditation Program.
3. Status Report from FAA on ARAC Recommendations:
 - a. Process Improvement Working Group (PIWG).
 - b. Air Tour Maintenance (CATM).
 - c. Part 147.
4. Status Reports from Assistant Chairs.
5. Remarks from other EXCOM members.

Attendance is open to the interested public but limited to the space available. The FAA will arrange teleconference service for individuals wishing to join in by teleconference if we receive notice by December 5. Arrangements to participate by teleconference can be made by contacting the person listed in the **FOR FURTHER INFORMATION CONTACT** section. Callers outside the Washington metropolitan area are responsible for paying long-distance charges.

The public must arrive by December 5 to present oral statements at the meeting. The public may present written statements to the executive committee by providing 25 copies to the Executive Director, or by bringing the copies to the meeting.

If you are in need of assistance or require a reasonable accommodation for this meeting, please contact the person listed under the heading **FOR FURTHER INFORMATION CONTACT**.

Issued in Washington, DC, on November 17, 2011.

Pamela A. Hamilton-Powell,

Executive Director, Aviation Rulemaking Advisory Committee.

[FR Doc. 2011-30247 Filed 11-22-11; 8:45 am]

BILLING CODE 4910-13-P

DEPARTMENT OF TRANSPORTATION**Federal Aviation Administration**

[Summary Notice No. PE-2011-49]

Petition for Exemption; Summary of Petition Received

AGENCY: Federal Aviation Administration (FAA), DOT.

ACTION: Notice of petition for exemption received.

SUMMARY: This notice contains a summary of a petition seeking relief from specified requirements of 14 CFR. The purpose of this notice is to improve the public's awareness of, and participation in, this aspect of FAA's regulatory activities. Neither publication of this notice nor the inclusion or omission of information in the summary is intended to affect the legal status of the petition or its final disposition.

DATES: Comments on this petition must identify the petition docket number and must be received on or before December 13, 2011.

ADDRESSES: You may send comments identified by Docket Number FAA-2011-1042 using any of the following methods:

- *Government-wide rulemaking Web site:* Go to <http://www.regulations.gov> and follow the instructions for sending your comments electronically.
- *Mail:* Send comments to the Docket Management Facility; U.S. Department of Transportation, 1200 New Jersey Avenue SE., West Building Ground Floor, Room W12-140, Washington, DC 20590.
- *Fax:* Fax comments to the Docket Management Facility at (202) 493-2251.
- *Hand Delivery:* Bring comments to the Docket Management Facility in Room W12-140 of the West Building

Ground Floor at 1200 New Jersey Avenue SE., Washington, DC, between 9 a.m. and 5 p.m., Monday through Friday, except Federal holidays.

Privacy: We will post all comments we receive, without change, to <http://www.regulations.gov>, including any personal information you provide. Using the search function of our docket web site, anyone can find and read the comments received into any of our dockets, including the name of the individual sending the comment (or signing the comment for an association, business, labor union, etc.). You may review DOT's complete Privacy Act Statement in the **Federal Register** published on April 11, 2000 (65 FR 19477-78).

Docket: To read background documents or comments received, go to <http://www.regulations.gov> at any time or to the Docket Management Facility in Room W12-140 of the West Building Ground Floor at 1200 New Jersey Avenue SE., Washington, DC, between 9 a.m. and 5 p.m., Monday through Friday, except Federal holidays.

FOR FURTHER INFORMATION CONTACT:

Mark Forseth, ANM-113, (425) 227-2796, Federal Aviation Administration, 1601 Lind Avenue SW., Renton, WA 98057-3356, Frances Shaver, ARM-207, (202) 267-4059, FAA, Office of Rulemaking, 800 Independence Ave SW., Washington, DC 20591.

This notice is published pursuant to 14 CFR 11.85.

Issued in Washington, DC, on November 18, 2011.

Pamela Hamilton-Powell,

Director, Office of Rulemaking.

Petition for Exemption

Docket No.: FAA-2011-1042.

Petitioner: The Boeing Company.

Section of 14 CFR Affected: Section 25.863(a), (b)(1), and (b)(3).

Description of Relief Sought: The relief requested would enable installation of the 314A26020-1 exhaust plug to satisfy the flammable-fluid fire protection requirements on Boeing Model 737-600/-700/-700C/-800/-900/-900ER airplanes.

[FR Doc. 2011-30248 Filed 11-22-11; 8:45 am]

BILLING CODE 4910-13-P

AVIATION RULEMAKING ADVISORY COMMITTEE

EXECUTIVE COMMITTEE

RECORD OF MEETING

MEETING DATE: December 14, 2011

MEETING TIME: 10:00 a.m.

LOCATION: Federal Aviation Administration
800 Independence Avenue, SW.
10th Floor, MacCracken Room
Washington, DC 20591

PUBLIC ANNOUNCEMENT: The Federal Aviation Administration (FAA) told the public of this Aviation Rulemaking Advisory Committee (ARAC) meeting in a Federal Register notice published November 23, 2011 (75 FR 72494).

ATTENDEES: **Executive Committee Members**

Norman Joseph	Airline Dispatchers Federation, <i>ARAC Chair</i>
Dan Elwell	Aerospace Industries Association (AIA), <i>ARAC Vice Chair</i>
Craig Bolt	Pratt & Whitney, <i>Transport Airplane and Engine Aeronautical Technical Subject Area, Assistant Chair</i>
Walter Desrosier	General Aviation Manufacturers Association (GAMA), <i>Certification Procedures Technical Subject Area, Assistant Chair</i>
Rosemary Dillard	National Airline Disaster Association
Michael Doellefeld	Boeing Commercial Airplanes, <i>Occupant Safety Aeronautical Technical Subject Area, Assistant Chair</i>
Bill Edmunds	Air Line Pilots Association (ALPA), <i>Air Carrier Operations Aeronautical Technical Subject Area, Assistant Chair</i>

Julian Hall	European Aviation Safety Association (EASA)
Pam Hamilton	Federal Aviation Association, <i>Office of Rulemaking,</i> <i>ARAC Executive Director</i>
Paul Hudson	Aviation Consumer Action Project
Sarah MacLeod	Aeronautical Repair Station Association (ARSA), <i>Air Carrier/General Aviation</i> <i>Maintenance Technical Subject Area,</i> <i>Assistant Chair</i>
Rebecca MacPherson	Federal Aviation Administration, <i>Office of the Chief Counsel, AGC-200</i>
Dennis McGrann	N.O.I.S.E. (National Organization to Insure a Sound-controlled Environment), <i>Noise Certification Aeronautical</i> <i>Technical Subject Area, Assistant Chair</i>
George Paul	National Air Carrier Association (NACA). <i>Training Qualifications Technical</i> <i>Subject Area, Assistant Chair</i>
Bob Robeson	Federal Aviation Administration, <i>Office of Aviation Policy and Plans,</i> <i>APO-200</i>
David York	Helicopter Association International (HAI), <i>Rotorcraft Technical Subject Area,</i> <i>Assistant Chair</i>
Attendees	
Tim Anderson	Soaring Society
Sherry Borener	Federal Aviation Administration, <i>Office of Accident Investigation and</i> <i>Prevention, AVP-220</i>
Edmund Boullay	U.S.-Crest

Rence Butner	Federal Aviation Administration, <i>Office of Rulemaking, ARM-24</i>
Brenda Courtney	Federal Aviation Administration, <i>Office of Rulemaking, ARM-200</i>
Emily Dziedzic	PAI Consulting
Rolf Greiner	Airbus
Katie Haley	Federal Aviation Administration, <i>Office of Rulemaking, ARM-203</i>
Julie Lynch	Federal Aviation Administration, <i>Office of Rulemaking, ARM-20</i>
Cindy Nordlie	Federal Aviation Association, <i>Office of Rulemaking, Acting ARM-100</i>
Joe White	Airlines for America (formerly ATA)
Frank Wiederman	Federal Aviation Administration, <i>Flight Standards Service, AFS-330</i>

WELCOME AND INTRODUCTION

Mr. Norman Joseph, ARAC Chair, called the meeting to order at 10:00 a.m. and welcomed Ms. Pam Hamilton back to the Executive Committee (EXCOM). He asked Ms. Hamilton to read the required Federal Advisory Committee Act (FACA) statement. After Ms. Hamilton read the FACA statement Mr. Joseph thanked Ms. Hamilton and invited the attendees to introduce themselves. After introductions, Mr. Joseph invited all members to participate in the discussion.

CERTIFICATION OF MINUTES

Mr. Joseph stated the first item on the agenda is to certify the minutes from the September 29, 2011 meeting. He certified the minutes with no objections.

RULEMAKING PRIORITIZATION WORKING GROUP (RPWG) RECOMMENDATION REPORT

Mr. Joseph invited Ms. Sarah MacLeod and Mr. Craig Bolt to present the recommendation report from the RPWG (Handout 1). Mr. Bolt began with a review of the RPWG project, and stated by the end of September 2011 the RPWG had studied existing prioritization models within the Commercial Aviation Safety Team (CAST), FAA, and EASA. He noted the working group members developed a questionnaire with an attributes matrix, which consisted of multiple categories and associated scoring guidelines. Mr. Bolt stated the working group tested the matrix against 10 potential rulemaking activities. He explained the working group learned from this exercise that it needed to refine the wording and scoring guidelines for better differentiation of

prioritization. He added the RPWG identified the need for more complete information about potential rulemaking activities at the start of the prioritization process to be able to complete the attributes matrix and questionnaire. Mr. Bolt stated the working group started to develop a preliminary questionnaire for use at various stages and by various organizations during the prioritization process.

Mr. Bolt stated the RPWG provided the EXCOM members with its recommendation report. He noted the working group created the Rulemaking Prioritization Evaluation Tools (R-PETS), which consists of the Rulemaking Evaluation Process (REP), the Rulemaking Assessment Questionnaire (RAQ), and the Rulemaking Assessment Matrix (RAM).

Mr. Bolt explained the REP is a flowchart meant for use throughout the process. He added, for example, when a subject matter expert (SME) proposes a new rulemaking, the REP will guide the SME, the Office of Primary Responsibility (OPR), the Office of Rulemaking (ARM), and the Rulemaking Management Council, who will decide if the proposed rulemaking activity is placed on the 4-year look-ahead.

Mr. Bolt stated the RAQ has three parts to assist with completing the attributes matrix, one each for the SME, OPR, and ARM. He noted there are opportunities in the flowchart at the OPR and ARM levels for ARAC to get involved, should the FAA choose.

Mr. Bolt stated the RAM includes 11 attributes; examples include safety, environment, cost impact, technology, and social impact. He explained this matrix provides the Rulemaking Management Council with data and information for use when deciding what is placed on 4-year look-ahead. Mr. Bolt stated the working group intends for this matrix to be a tool for the FAA.

Mr. Bolt explained because of time constraints, the working group could not test the initial questionnaire through the complete process. However, he noted the working group is willing to help further develop the questionnaire should the FAA decide to re-task the working group. Mr. Bolt opened the floor for questions and comments.

Ms. MacLeod referred to the list of the specific tasks given to the RPWG. She noted the most important tasks were to develop the model and determine the ARAC's role in it. As a result, she stated all seven objectives were met.

Mr. Dan Elwell stated testing was part of the task, but the RPWG could not fully test R-PETS. He asked how the working group was able to complete that task. Ms. MacLeod stated the working group tested the prototype, which failed. She explained the working group then developed and provided an enhanced model. Ms. Sherry Borener, the RPWG Designated Federal Official (DFO), emphasized the working group completed all of its tasks. She stated that the only item left is to see at what point and what level of completeness information can be collected.

Ms. MacLeod stated RPWG members still have questions regarding weighting and scoring. She added it is necessary to collect all the RAQ information so that the Rulemaking Management Council has substantial information to act upon. Ms. MacLeod noted the process forces a SME to fill out the questionnaire at the outset, which allows ARM and ARAC to help validate and verify the information.

Mr. Walter Desrosier stated the up-front information and justification is integral to the priority assessment. He added that it was difficult to test the enhanced model because there were no potential rulemaking tasks with the required level of data available. Ms. MacLeod noted the RAQ could be used for petitions for rulemaking as well.

Mr. Elwell stated the RPWG produced a terrific report. He observed that page 7 of the recommendation report contains a 5-point scoring scale that totals 32. Ms. MacLeod noted the discrepancy.

Mr. Elwell asked for clarification on the scoring definitions on page 35. Ms. MacLeod stated the RPWG struggled with the scoring because it is difficult to explain without real data. Mr. Bolt noted a scale from -3 to +3 allows for a neutral at 0. He added a scale from 1 to 7 does not clearly show the middle is neutral.

Ms. MacLeod stated the RPWG needs to test the scale against a baseline and a proposal. She stressed that the comparison of the two will foster a clearer picture of the scoring system. Ms. MacLeod noted this proposal will help determine if the rulemaking activity produces an effect, and if that effect is positive or negative. She stated filling out the RAQ will help to determine this.

Ms. MacLeod noted that Congressionally mandated or National Transportation Safety Board (NTSB) recommended rulemaking still needs to be evaluated for safety. She stated this process allows the FAA to present the effects of a rulemaking to Congress or the NTSB. Ms. Hamilton agreed that is a great point. She stated the intent of the original Future of Aviation Advisory Council (FAAC) recommendation was to place rulemaking activities in a rank, regardless of the original source. Mr. Desrosier stated the RAQ is just one tool, but it provides good information and allows for comparison of potential rulemaking projects.

Ms. MacLeod referred to page 30 of the recommendation report and stated question 4 is very important: "Survey and validate other actions being taken by the agency to address the situation and/or solution to help determine the internal resources required to complete the rulemaking project—obtained from other RAM submissions or current rulemaking projects." She added knowing what other actions are taking place within the Agency is integral to the process. She suggested this should be part of the ARM process. Mr. Joseph agreed and Mr. George Paul noted the Commercial Aviation Safety Team (CAST) works with data that could be useful to other projects.

Ms. MacLeod noted the OPRs lack any written procedures for placing projects on the 4-year look-ahead. She expressed concern about any resistance the prioritization model might meet. Ms. MacLeod suggested ARAC or the RPWG could be assigned to help work through resistance. Mr. Desrosier noted each line of business has a different philosophy and approach to the 4-year look-ahead. Ms. Hamilton stated the 4-year look-ahead is a work in progress. She added that ARM has worked with the program offices but agreed that there is not a set process that enumerates criteria at this time. Ms. Hamilton said that ARM will look into whether or not there are guidelines they can provide.

Ms. Hamilton stated the RPWG has done tremendous work and agrees all of the tasks have been completed. She noted the FAA thought of this as a 2-year, not a 1-year project. Ms. Hamilton added the FAA has a lot of additional work to do. She stated the FAA has been waiting for this recommendation report, and it will need some time to review the details and determine what to do next. She noted she is unsure of where this project will go, but it will be completed by the end of 2012.

Ms. Hamilton stated the project provides the FAA with a great set of tools and the ball is now in the FAA's court. She noted she does not envision re-tasking the RPWG; however, ARAC could still be involved as the project progresses. Ms. Hamilton said the conversation about ARAC's involvement will continue over the next 45 days.

Ms. MacLeod moved for the EXCOM to approve the RPWG's recommendation as the completion of the task. With consensus, Mr. Joseph approved the motion to formally forward the report to the FAA.

NEW ARAC TASKING: COMMERCIAL AIR TOUR VOLUNTARY ACCREDITATION PROGRAM

Mr. Joseph invited Mr. Frank Wiederman to brief the EXCOM on a new ARAC task. Mr. Wiederman stated 2 years ago, ARAC formed the Commercial Air Tour Maintenance (CATM) Working Group, which produced a recommendation to develop an advisory circular (AC) for an accreditation program for air tour maintenance. He noted this AC will target Title 14, Code of Federal Regulations (14 CFR) part 91 operators and 14 CFR part 135 operators with nine or fewer aircraft.

Mr. Wiederman stated an AC exists for accreditation programs for parts distributors. He explained it is AC 00-56, Voluntary Industry Distributor Accreditation Program, and it can serve as a model for the Working Group as it develops the AC. He maintained the accreditation program has been a success for parts distributors and he hopes a similar program is possible for air tour operators. Mr. Desrosier stated AC 00-56 succeeds in providing additional structure and quality for parts distributors. He asked if any other models have been considered.

Mr. Wiederman stated there are other accreditation programs in the industry, as well as auditing standards. He noted the FAA is specifically exploring the parts distributor model, but would also consider other models. Mr. Wiederman added the new AC will specifically target air tour maintenance, not operations. He stressed the goal is to promote safety and align with an NTSB recommendation.

Mr. Wiederman stated most part 135 operators with 10 or more aircraft already comply with a higher level of safety through the continuous airworthiness maintenance program. He noted part 91 operators and part 135 operators with nine or fewer aircraft will be encouraged to voluntarily comply with the higher level of safety.

Mr. David York stated Helicopter Association International (HAI) promotes voluntary participation in accreditation programs by encouraging operators to fly at a higher standard. He noted HAI is currently working on an accreditation standard that requires adherence to the International Standard for Business Aircraft Operations (ISBAO) standards and mission-specific standards. Mr. York stated each operator must earn accreditation in all areas of operation.

Mr. York stated he thinks this task will be difficult because it covers both certificated operators under part 135, and non-certificated operators under part 91. He asserted there are different levels of involvement in air tours across both types of operators. Mr. York stated many large part 135 operators may only operate air tours, while some part 135 and part 91 operators may do most of their business in other areas and only conduct a few air tour flights per year. He noted that asking a small operator to establish a maintenance program specifically for air tours may be difficult. Mr. York stated the group may need to develop an alternative program particularly for part 91 operators, such as education or self-auditing. He noted the accreditation process is expensive and it is necessary to convince operators of the value of the program, because it will be voluntary.

Mr. York noted accreditation works well if a third party relies on it. He stated, for example, large tour operations, cruise lines, hotels, and bus operators rely on accreditation, because they do not want to recommend an unsafe air tour.

Mr. Elwell asked if there is an insurance value to accreditation in addition to the contract and marketing value. Mr. York stated there may be an insurance value but it would only be realized after several years of implementation. He added the safety benefits must be proven over time. Mr. Desrosier stated the implemented accreditation program has the potential to reduce the liability portion of insurance premiums over time. Mr. Elwell discussed an example regarding helicopter logging in Alaska, where operators were given a discount on their insurance premium if they complied with certain criteria.

Mr. York stated HAI supports accreditation and is happy to help support this task. He explained the CATM Working Group's efforts were prompted by the Hawaii air tour accident in 2007, which resulted from improper maintenance. Mr. York noted fiscal year 2011 was one of the safest years in helicopter history, with no air tour accidents under part 135. He stated fiscal year 2012 began with two air tour accidents, one each in Hawaii and Nevada; however, it is still unclear if these accidents involved maintenance issues. Mr. York asked if the tasking will change if the NTSB recommends rulemaking on the topic. He noted HAI prefers the voluntary approach, but these accidents could lead to regulatory activities.

Mr. Wiederman stated the NTSB works slowly and the ARAC task should not be influenced by any potential NTSB activity. He noted air tour maintenance has not been evaluated for a long time, so it may be the time to do so.

Mr. Desrosier stated it is a good idea to bring together key stakeholders to discuss best practices and maintenance programs, procedures, and training for maintaining airworthiness. He noted the stakeholders' expertise provides a strong basis for consideration and may even mitigate the need for rulemaking. Ms. Hamilton agreed that the working group's efforts will be time well spent.

Mr. York asked if the working group established for this task would develop standards within the AC or if standards would be developed by an accreditation organization. He stated it is important to include basic standards in the task to identify some items needed to promote safety in air tour maintenance.

Mr. Wiederman stated the current tasking does not include any standards. He explained it is necessary to go light on standards to avoid overwhelming the audience, which consists of small air tour operators. Mr. Wiederman stated the group may develop its own standards and the standards may need to be scalable to the small operators. Mr. York agreed with the scalability issue. Mr. Wiederman noted audits can be very expensive and many small operators cannot afford a formal audit.

Mr. Joseph inquired if there is a need to rewrite the task or amend the current language. Mr. York stated it can be included in the current language and the working group can touch on those issues.

Mr. Wiederman said that finding volunteers for the CATM Working Group was difficult and he expressed concern that there may not be a high number of volunteers for this tasking as well. Mr. York noted there should be enough members within the helicopter community.

Mr. Joseph asked if there were questions, concerns, or objections. With none, Mr. Joseph stated ARAC accepts the task. Ms. Hamilton agreed to sign the Federal Register notice and submit for publication within the next week. Mr. Joseph and Ms. Hamilton encouraged the EXCOM members to reach out to members of their organizations to participate.

STATUS REPORT FROM THE FAA ON ARAC RECOMMENDATIONS

Mr. Joseph moved to the ARAC recommendations already presented to the FAA and their status reports. He invited Ms. Katie Haley to present.

Process Improvement Working Group (PIWG)

Ms. Haley referred to a spreadsheet of activities outlining the PIWG actions and the FAA status on each (Handout 2). She noted the next iteration of the Committee Manual will address the activities highlighted in yellow. Ms. Haley stated the Manual will also incorporate changes based on the new ARAC structure.

Ms. Hamilton expressed surprise with how much work has been completed, which she stated reflects good recommendations from the PIWG. Ms. Haley noted there will be another comment period for the PIWG as the Manual is being revised.

Mr. Desrosier asked if the FAA has determined a level of acceptance on the remaining recommendations from the PIWG. Ms. Hamilton stated the FAA has not reached agency consensus yet. She noted this process will come in the next stage of work. She explained that the goal is to roll both the ARAC restructure and the PIWG recommendations into the next revision of the Manual.

CATM

Ms. Haley stated CATM recommendations are being addressed through the new ARAC task, which was presented by Mr. Wiederman.

14 CFR Part 147

Ms. Haley stated the program office has determined part 147 activities are not a priority for the Agency at this time; however, Ms. Brenda Courtney noted part 147 is still in the 4-year look-ahead.

STATUS REPORTS FROM ASSISTANT CHAIRS

Mr. Joseph moved the discussion to reports from the assistant chairs.

Air Carrier Operations

Mr. Bill Edmunds stated there are no updates for air carrier operations.

Transport Airplane and Engine (TAE)

Mr. Bolt stated the TAE last met in October 2011 and currently has four active working groups: Material Flammability; Avionics; Airworthiness Assurance; and Flight Controls Harmonization. He noted the Flight Controls Harmonization Working Group just received a new task for rudder reversal. Mr. Bolt stated the Flight Controls Harmonization Working Group has gathered again to meet that task and had its first meeting last week. He noted the TAE will meet again in April 2012 and the Material Flammability and Avionics Working Groups will conclude their tasks in that time frame.

Training Qualifications

Mr. Paul stated there are no updates for training qualifications.

Rotorcraft

Mr. York stated there are no updates for rotorcraft.

Occupational Safety

Mr. Doellefeld stated there are no updates for occupational safety.

Certification Procedures

Mr. Desrosier stated the aviation industry would support and recommend advisory committee involvement in an FAA initiative to change 14 CFR part 21 certification procedures with regard to Safety Management Systems (SMS). He stated a prior aviation rulemaking committee (ARC) supported the proposal for putting SMS in 14 CFR part 5. Mr. Desrosier stated a part 21 SMS task may be a good activity for ARAC under the new structure.

Noise Certification

Mr. Dennis McGrann stated there are no updates for noise certification.

All-Weather Operations Harmonization Working Group

Mr. Joseph stated the FAA has been working with Mr. Edmunds to help determine the appropriate location for the All-Weather Operations Harmonization Working Group. Ms. Hamilton noted the working group is under the umbrella of ARAC, but ARAC is not providing the working group with any tasks. She stated although the working group is conducting meaningful work, it must conform to the ARAC process if it is to remain under ARAC. Ms. Hamilton added that AFS-400 is discussing the appropriate location for the working group, whether it remains under ARAC, forms a new ARC, or works under the umbrella of an existing ARC. Ms. Hamilton expects a final decision from AFS-400 soon.

OFF-AGENDA REMARKS FROM EXECUTIVE COMMITTEE MEMBERS

Mr. Joseph asked if there were any questions, public comments, or off-agenda items to discuss.

Ms. Hamilton stated restructuring ARAC is not on the agenda, but she wants to keep EXCOM apprised of its progress. She noted the FAA has completed a first draft of the revised ARAC charter, which is with the U.S. Department of Transportation (DOT) for preliminary review. Ms. Hamilton stated this step is to ensure the process pieces fit together and she hopes to receive feedback within the coming weeks.

Ms. Hamilton stated once feedback is received, the draft charter will be distributed to the EXCOM members for comment. She noted the changes in the charter will support the new ARAC structure. Ms. Hamilton explained the changes include removing the top level of ARAC and adding members from across the industry for additional balance.

Ms. Hamilton stated ARM determined it needs to use terminology consistent with the DOT. She stated issue groups will be called subcommittees, working groups under the issue groups will still be called working groups, and ad hoc working groups will continue to be called working groups.

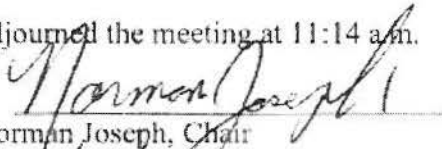
Ms. Hamilton stated the new charter must be completed by September 2012, but the FAA would like to complete it sooner. She noted it takes a great deal of coordination within the FAA and with DOT and the General Services Administration.

Mr. Joseph asked if there are any questions or comments. With none, Mr. Joseph stated the next meeting should be scheduled in March or April 2012. Ms. Hamilton and Ms. Renee Butner will coordinate and send out information. Mr. Joseph encouraged the EXCOM members to volunteer for the new air tour maintenance task and thanked them for their participation.

ADJOURNMENT

Mr. Joseph adjourned the meeting at 11:14 a.m.

Approved by:


Norman Joseph, Chair

Dated:

2/7/2012

Ratified on:

3/19/12