

DEPARTMENT OF TRANSPORTATION**National Highway Traffic Safety Administration**

[NHTSA Docket No. NHTSA–2009–0167]

National Emergency Medical Services Advisory Council to the Secretary of Transportation

AGENCY: National Highway Traffic Safety Administration (NHTSA), Department of Transportation (DOT).

ACTION: National Advisory Council; Correction to Notice of Request and Extension of Filing Deadline for Applicants for Appointment/ Reappointment to the National Emergency Medical Services Advisory Council (NEMSAC).

SUMMARY: NHTSA is issuing a correction to its Notice of Request for Applicants for Appointment/Reappointment to NEMSAC, originally published in the **Federal Register** on October 20, 2009, and extending the filing deadline for such applications with NHTSA until Tuesday, December 1, 2009, due to errors in the original notice. The purpose of NEMSAC is to serve as a nationally recognized council of emergency medical services (EMS) representatives and consumers to provide advice and recommendations regarding EMS to DOT and its modal administration, NHTSA, and through NHTSA to the Federal Interagency Committee on EMS (FICEMS).

DATES: Applications for membership (including resume or curriculum vitae (CV), letters of recommendation, and a statement identifying the EMS sector or discipline that the applicant seeks to represent) should reach NHTSA at the address below on or before 5 p.m. EST, on Tuesday, December 1, 2009.

ADDRESSES: If you wish to apply for membership, your application should be submitted by:

- E-mail: drew.dawson@dot.gov.
- Fax: (202) 366–7149.

• Mail: Use only overnight mail such as UPS or FedEx to: U.S. Department of Transportation, National Highway Traffic Safety Administration, Office of Emergency Medical Services, Attn: NEMSAC, 1200 New Jersey Avenue, SE., NTI–140, Washington, DC 20590.

FOR FURTHER INFORMATION CONTACT: The Designated Federal Officer, Drew Dawson, Director, Office of Emergency Medical Services, telephone (202) 366–9966; e-mail drew.dawson@dot.gov, or Dana Sade, Office of the Chief Counsel, (202) 366–5251 or via e-mail at dana.sade@dot.gov.

SUPPLEMENTARY INFORMATION: NEMSAC is an advisory council established by DOT in accordance with the provisions of the Federal Advisory Committee Act (FACA), Public Law 92–463, as amended (5 U.S.C. App.) and DOT Order 1120.3B. NEMSAC provides information, advice, and recommendations to the Secretary via the Administrator of NHTSA, and through NHTSA to FICEMS on matters relating to all aspects of development and implementation of EMS.

In accordance with the NEMSAC Charter, a copy of which is available at [https://www.fido.gov/facadatabase/docs_charters/29152_Charter%20\(April%2009\)_2009-04-27-17-34-53.pdf](https://www.fido.gov/facadatabase/docs_charters/29152_Charter%20(April%2009)_2009-04-27-17-34-53.pdf), members should represent a cross-section of the diverse agencies, organizations, and individuals involved in EMS activities and programs in the U.S. NEMSAC consists of not more than 26 members, each of whom shall be appointed by the Secretary. Members serve in a “representatives” capacity on NEMSAC and not as Special Government Employees. Pursuant to the charter, twenty four of these members must represent the perspectives of particular sectors of the EMS community. Members will be selected for their individual expertise and to reflect a balanced representation of interests from across the EMS community, but no member will represent a specific organization. To the extent practical, the final council membership shall assure representation from the following sectors of the EMS community:

- Volunteer EMS
- Fire-based (career) EMS
- Private (career non-fire) EMS
- Hospital-based EMS
- Tribal EMS
- Air Medical EMS
- Local EMS service directors/administrators
- EMS Medical Directors
- Emergency Physicians
- Trauma Surgeons
- Pediatric Emergency Physicians
- State EMS Directors
- State Highway Safety Directors
- EMS Educators
- Public Safety Call-taker/Dispatcher (911)
- EMS Data Managers
- EMS Researchers
- Emergency Nurses
- Hospital Administration
- Public Health
- Emergency Management
- State Homeland Security Director
- Consumers (not directly affiliated with an EMS or healthcare organization)
- State or local legislative bodies (e.g. city/county councils; State legislatures)

Qualified individuals interested in serving on the NEMSAC are invited to apply for appointment or reappointment

by submitting a resume or CV along with letters of recommendation to the NEMSAC Designated Federal Officer. Each applicant must identify the EMS sector or discipline that he or she seeks to represent. Current NEMSAC members whose terms are ending should notify the Designated Federal Officer of their interest in reappointment in lieu of submitting a new application, and should provide an updated resume or CV and a restatement of the current sector they represent.

The NEMSAC meets in plenary session approximately once per quarter. At least one such quarterly meeting may be held via teleconference, during which NEMSAC sets up public call-in lines to facilitate public participation. Members serve without compensation from the Federal Government; however, pursuant to the terms of the Charter, they receive travel reimbursement and per diem in accordance with applicable Federal Travel Regulations.

Issued on: November 13, 2009.

Jeffrey P. Michael,

Associate Administrator for Research and Program Development.

[FR Doc. E9–27775 Filed 11–18–09; 8:45 am]

BILLING CODE 4910–59–P

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 on December 9, 2009, 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: Gerri Robinson, Federal Aviation Administration, 800 Independence Avenue, SW., Washington, DC 20591, telephone (202) 267–9678; fax (202) 267–5075; e-mail Gerri.Robinson@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 9, 2009, at the Federal Aviation Administration, 800 Independence Avenue, SW., Washington, DC 20591. The agenda includes:

1. Commercial Air Tour Maintenance (CATM) Working Group update.
2. FAA's Fall Certification, Management, Review (CMR) Meeting Industry Day Presentation—Rulemaking Harmonization update.
3. Continuous Improvement (Committee Process).
New ARAC Task—Advice and Recommendations to FAA about current ARAC process.
4. Status Reports.
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 1. 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 arrange by December 1 to present oral statements at the meeting. Members of 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 16, 2009.

Pamela A. Hamilton-Powell,

Executive Director, Aviation Rulemaking Advisory Committee.

[FR Doc. E9-27812 Filed 11-18-09; 8:45 am]

BILLING CODE 4910-13-P

DEPARTMENT OF TRANSPORTATION

Federal Aviation Administration

Noise Compatibility Program (NCP); 14 CFR Part 150; Notice of Record of Approval (ROA); the Louisville International Airport, Louisville, KY (SDF)

AGENCY: Federal Aviation Administration (FAA), DOT.

ACTION: Notice.

SUMMARY: The Federal Aviation Administration (FAA) announces its

findings on the noise compatibility program update submitted by the Louisville Regional Airport Authority (LRAA).

On October 29, 2008, the LRAA submitted to the FAA Air Traffic Organization (ATO) a request with supporting documentation for an offset approach to Runway 17R at Louisville International Airport (SDF). This request was for a re-evaluation of noise abatement measure NA-7, and associated measures NA-2 and NA-3, submitted to the FAA for action in its 2003 NCP but were deferred.

The FAA ATO evaluated the offset approach procedure provided by LRAA. After considerable review and evaluation, the procedure was disapproved. The FAA ATO notified LRAA of its determination on April 3, 2009. Subsequent to ATO's determination, the FAA issued its Record of Approval (ROA) concerning the LRAA's NCP update on August 4, 2009, and disapproved noise abatement measures NA-2, NA-3, and NA-7.

In its evaluation, the FAA reviewed the proposal under 14 CFR Part 150 and the Aviation Safety and Noise Abatement Act of 1979. Section 150.35 of Part 150 includes language stating that programs will be approved under this part if program measures relating to the use of flight procedures for noise control can be implemented within the period covered by the program and without reducing the level of aviation safety provided or adversely affecting the efficient use and management of the navigable airspace and air traffic control systems.

DATES: Effective Date: The effective date of the FAA's disapproval of the request for an offset approach to Runway 17R at Louisville International Airport is April 3, 2009. The effective date of FAA's ROA of LRAA's NCP update is August 4, 2009.

FOR FURTHER INFORMATION CONTACT: Stephen Wilson, Community Planner, Federal Aviation Administration, Memphis Airports District Office, 2862 Business Park Drive, Building G, Memphis, TN 38118. Documents reflecting this FAA action can be reviewed in person at this same location.

SUPPLEMENTARY INFORMATION: The FAA has reviewed Noise Abatement Measures (NA-2), (NA-3) and (NA-7) in accordance with 14 CFR Part 150. The ROA contains the FAA's decisions for 3 of the 7 NCP measures that were previously deferred under LRAA's 2003 NCP. The FAA has given its disapproval to the Runway 17R offset approach request at LRAA. All other portions of

the previously issued ROA remain in effect.

The following is a brief overview of the request:

On October 29, 2008, the LRAA provided the FAA Air Traffic Organization with a letter and supporting documentation requesting an offset approach to Runway 17R at Louisville International Airport (SDF). This was additional information submitted for re-evaluation of previously submitted but deferred noise abatement measures NA-2, NA-3, and NA-7 in LRAA's 2003 NCP

Issued in Memphis, TN, on November 3, 2009.

Tommy L. Dupree,

Acting Manager, Memphis Airports District Office, Southern Region.

[FR Doc. E9-27654 Filed 11-18-09; 8:45 am]

BILLING CODE 4910-13-M

DEPARTMENT OF TRANSPORTATION

Federal Aviation Administration

[Summary Notice No. PE-2009-52]

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 involved and must be received on or before December 9, 2009.

ADDRESSES: You may send comments identified by Docket Number FAA-2009-0372 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.

**AVIATION RULEMAKING ADVISORY COMMITTEE
EXECUTIVE COMMITTEE
RECORD OF MEETING**

MEETING DATE: December 9, 2009

MEETING TIME: 10 a.m.

LOCATION: Federal Aviation Administration
800 Independence Avenue SW.
10th Floor
MacCracken Room
Washington, DC 20519

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 19, 2009 (74 FR 60019).

ATTENDEES: Executive Committee Members

Norman Joseph	Airline Dispatchers Federation, <i>ARAC Chair</i>
Dan Elwell	Aerospace Industries Association, <i>ARAC Vice Chair</i>
Craig Bolt	Pratt & Whitney <i>Transport Airplane and Engine Aeronautical Technical Subject Area, Assistant Chair</i>
Rosemary Dillard	National Air Disaster Alliance/ Foundation (NADA/F) <i>Public Interest Representative</i>
William Edmunds	Air Line Pilots Association, <i>Air Carrier Operations Aeronautical Technical Subject Area, Assistant Chair</i>
Pam Hamilton	Federal Aviation Administration, Office of Rulemaking, <i>Executive Director</i>

Dennis McGrann	NOISE (National Organization to Insure a Sound-controlled Environment), <i>Noise Certification Aeronautical Technical Subject Area, Assistant Chair</i>
Ric Peri	Aircraft Electronics Association, <i>General Aviation Certification and Operations Aeronautical Technical Subject Area, Assistant Chair</i>
Ty Prettyman	National Air Carrier Association, <i>Training and Qualifications Aeronautical Technical Subject Area, Assistant Chair</i>
David York	Helicopter Association International, <i>Rotorcraft Aeronautical Technical Subject Area, Assistant Chair</i>
Daniel Zuspan	Boeing Commercial Airplanes <i>Occupant Safety Aeronautical Technical Subject Area, Assistant Chair</i>

Attendees

Tim Anderson	Soaring Society of America
Brenda Courtney	Federal Aviation Administration, <i>Office of Rulemaking, ARM-200</i>
Rob Hackman	Aircraft Owners and Pilots Association
Katie Haley	Federal Aviation Administration, <i>Office of Rulemaking, ARM-200</i>
Julie Lynch	Federal Aviation Administration, <i>Office of Rulemaking, ARM-20</i>
Rebecca MacPherson	Federal Aviation Administration, <i>Office of the Chief Counsel, AGS-200</i>
Bob Robeson	Federal Aviation Administration, <i>Office of Aviation Policy and Plans, APO-200</i>
Gerri Robinson	Federal Aviation Administration, <i>Office of Rulemaking, ARM-20</i>

Melissa Sabatine	American Association of Airport Executives <i>for Chris Oswald (ACI-NA)</i>
Nan Shellabarger	Federal Aviation Administration, <i>Office of Aviation Policy and Plans, APO-1</i>
Shirley Stroman	Federal Aviation Administration, <i>Office of Rulemaking, ARM-100</i>
Harold Summers	Helicopter Association International
Joseph Hawkins	PAI Consulting
Robin Meredith	PAI Consulting

COMMITTEE ADMINISTRATION

The ARAC Chair, Norman Joseph, called the meeting to order at 10:05 a.m.

The ARAC Executive Director, Pam Hamilton, noted that she sent an e-mail last week to tell the ARAC Executive Committee (Executive Committee) the FAA has selected Dan Elwell to be the ARAC Vice Chair. She stated that Mr. Elwell brings a diverse perspective that will be helpful in revitalizing ARAC to move forward into the next decade and beyond.

Mr. Elwell introduced himself to the group, and stated that he looks forward to the opportunity to work closely with everyone. He then apologized that he would have to leave early, because this meeting conflicted with a prior commitment at the Aerospace Industries Association.

Mr. Joseph called for general introductions of the meeting attendees in the room and those joining by teleconference. Gerri Robinson stated there were no teleconference participants for the meeting.

Ms. Hamilton read the required Federal Advisory Committee Act (FACA) statement, as required by FACA. In addition, she reviewed the agenda for the meeting.

Mr. Joseph noted that meeting attendees were welcome to comment during the presentations. He added that FAA Administrator, Randy Babbitt, might be stopping by. At that point, the agenda would be temporarily suspended to allow Mr. Babbitt to speak to the group.

REVIEW OF MINUTES

Mr. Joseph asked for any corrections or comments to the minutes from the June 10, 2009, meeting. Hearing no comments or corrections, the minutes were ratified.

ISO FEEDBACK FORM

Mr. Joseph asked Ms. Hamilton to explain the changes to the feedback form.

Ms. Hamilton stated the feedback form now contains a section that asks for comments on how to improve the ARAC Web site. She explained that one of the major initiatives of the FAA Office

of Rulemaking (ARM) is an effort to refresh the ARAC Web material. She noted that ARM wants all advisory material to be easily accessible to members of the public. She added that ARM welcomes suggestions by Executive Committee members on how to improve the look, feel, and usability of the ARAC Web site.

Ms. Hamilton asked the meeting attendees to complete the form and give their comments to Ms. Robinson at the end of meeting. Ms. Hamilton added that if attendees think of suggestions later, they should feel free to e-mail the comments to her.

**PROCESS IMPROVEMENT (COMMITTEE PROCESS) WORKING GROUP—
REPORT OUT FROM WORKING GROUP (NEW ARAC TASK—ADVICE AND
RECOMMENDATIONS TO THE FAA ABOUT THE CURRENT ARAC PROCESS)**

Mr. Joseph stated he was impressed by the number of issues resolved by the Process Improvement Working Group (PIWG), and thanked the leaders of the group for taking the initiative and moving forward at such a quick pace.

Mr. Daniel Zuspan provided the group with a copy of his PowerPoint presentation briefing the progress of the PIWG. Referencing slide 2, Mr. Zuspan stated that in the last couple of weeks, the PIWG had several discussions on how to enliven, revitalize, and improve the ARAC process.

The PIWG's task, as stated in the Federal Register, is to review the ARAC process and ARAC experiences with the process, and to develop recommendations for improvement based on that review. The PIWG would then present those recommendations to the Executive Committee. Mr. Zuspan noted that this task should be complete within 12 months after the first working group meeting.

Referencing slide 3, Mr. Zuspan explained the 10-member working group is comprised of individuals who volunteered at the June meeting: Craig Bolt, Ty Prettyman, Bill Edmunds, Walter Desrosier, and him. Individuals named shortly after the meeting include: Mike Kaszycki, Katie Haley, and Doug Anderson. Individuals who volunteered after seeing the Federal Register notice are Leisha Bell and Don McCune.

Referencing slide 4, Mr. Zuspan stated that, with the approval of the Executive Committee in June, the PIWG started creating the work plan.

During the PIWG kickoff teleconference in August 2009, the group agreed to meet every 2 weeks. Mr. Zuspan explained that over the course of several meetings, the working group thoroughly discussed the task to ensure that each member understood what was to be performed.

Mr. Zuspan explained the working group decided to contact as many recent ARAC participants as possible, to get their perspective on what works and what needs to be improved. PIWG members decided the most effective way to get input was to create a survey to seek feedback from previous ARAC participants. Mr. Zuspan added that PIWG members also did a cursory review of previous studies (for example, Gallup Best Practices, FAA Rulemaking Reengineering).

Ms. Hamilton asked if Mr. Zuspan was referring to the original FAA Rulemaking Reengineering report from about 10 years ago, or if the PIWG had reviewed the Rulemaking Reengineering Refresh report done by the FAA earlier this year. Mr. Zuspan replied the group had only looked at the early report, because it did not know a more recent version existed. Ms. Hamilton stated that it might be helpful to the working group to review the latest report. She noted there was a

compressed 45-day timeframe to conduct the refresh study, but the PIWG may find points of interest in the report. Ms. Hamilton noted that she would ensure the PIWG received a copy of the more recent report.

Mr. Zuspan stated the PIWG also was considering the value of contacting other government agencies for lessons learned. He added the final step would be to review feedback and develop recommendations, ideally by spring 2010.

Ms. Rebecca MacPherson asked if the survey had been reviewed by someone qualified to write surveys. Referencing slide 5, Mr. Zuspan explained the PIWG started by drafting questions that could be merged into a survey, but quickly realized the group was not qualified to write surveys. Mr. Zuspan then contacted a survey analyst to help draft the survey. Mr. Zuspan, Mr. Anderson, and Mr. Prettyman met with the analyst. They provided information about the data the PIWG had, what the group wanted to gain, and what format the group wanted to use to gather data. Based on that information, the survey analyst helped craft the questions to gather the most relevant data.

Mr. Zuspan stated that he estimates the survey to be 95% complete. He noted the PIWG will do a test-run of the survey, as recommended by the analyst. Nine people will take the draft survey. He also noted there is a cover letter with the survey, approved by Mr. Anderson, which states the purpose of the survey and ensures confidentiality.

Mr. Zuspan explained that Ms. Katie Haley has collected confirmation for over 200 former ARAC participants, and she is expecting to get confirmation from 100 more participants. He further explained the former participants will receive surveys by e-mail in January 2010 with responses due in February 2010. Then the survey analyst will help analyze the results.

Ms. MacPherson asked if the group knew the response rate that would be needed to yield usable information. Mr. Prettyman responded that when he and Mr. Zuspan had mentioned surveying 100 people, the analyst stated that getting 35 to 50 responses would provide substantial data. Mr. Prettyman stressed the survey is targeting a specific limited audience. He stated the PIWG hopes that a limited audience will provide a higher response rate than if the survey were directed at a general audience. The PIWG is hoping for a 50% response rate, but the survey analyst is confident the information needed can be pulled from a response rate less than that.

Ms. MacPherson suggested sending participants an e-mail notice 1 week before the survey is disseminated. Mr. Zuspan stated that early notice was planned.

Referencing slide 6, Mr. Zuspan discussed, at a high level, the working group's activities. He explained the final report will be presented to the Executive Committee in September 2010, about 1 year after the first PIWG kickoff teleconference. He noted that it will not be possible for the PIWG to have the recommendations report ready by the anticipated Executive Committee meeting in June 2010. Mr. Zuspan ended the presentation and asked for comments and questions.

Ms. MacPherson stated that outreach to other agencies is a good idea, but suggested approaching such outreach with caution. She noted that many agencies have rulemaking processes but few have standing advisory committees related to these processes. Ms. MacPherson stated the U.S. Environmental Protection Agency (EPA) has a standing advisory committee, and the U.S. Food and Drug Administration may have one as well. She reiterated the PIWG should contact an agency with a standing advisory committee that has been in existence for a while and that covers

multiple rulemaking activities. She suggested that Mr. Anderson search the Federal Register on the Westlaw Web site to find out which agencies have standing advisory committees.

Ms. Hamilton stated the U.S. General Services Administration Web site also has a database of all Federal Advisory Committee Act (FACA) committees. Ms. MacPherson added the site does have a database, but the database is not comprehensive. Ms. MacPherson recommended using Westlaw because it has a data bank and each entry would probably have a brief write up. She added that Westlaw would also be easier to use. Ms. Haley stated the PIWG also is considering contacting the Rulemaking Reengineering Refresh participants. Ms. MacPherson warned the U.S. Department of Veterans Affairs and the National Highway Traffic Safety Administration (NHTSA) do not do anything substantive, so they would be of no use.

Mr. Ric Peri suggested the Occupational Safety and Health Administration (OSHA) might be a useful resource. He noted that unlike the EPA, OSHA does not use a standing advisory committee. However, he added that its procedures are more in line with the ARAC-type committees. He warned that both EPA and OSHA create industry best practices, so the overlying driver for them is to raise the bar on these practices. He noted that developing industry best practices is different from the work the ARAC does, which is conditional.

Ms. MacPherson recommended staying away from negotiated rulemaking committees because, although they fall under FACA, they are not closely related to the work ARAC does. She explained that negotiated rulemaking committees are subject to a stricter set of standards.

Mr. Joseph asked if the survey is being sent to people from ARAC working groups or to people from ARC committees. He noted there is some overlap. Mr. Zuspan stated the current list is produced from ARAC participation only. He explained the PIWG discussed, as part of the benchmarking of the project, contacting people involved with both ARAC and ARCs.

Mr. Zuspan noted the PIWG is only chartered to look at the ARAC process. He added the PIWG hopes to identify some ideas that would transfer to ARCs.

Mr. Joseph stated that this distinction needs to be clear, because some people use the terms ARAC and ARC interchangeably. Ms. Hamilton suggested the survey or e-mail make clear the PIWG is asking about participants' experience on ARAC, not on any ARCs they might have served on. She expressed hope that at least some of the recommendations that come back about ARAC also would refer to ARCs, would be translatable to the ARC process, and labeled best practices.

Ms. MacPherson stated that one of the biggest problems the PIWG will meet if receiving ARC input is ARCs are free from FACA; therefore, ARC participants would not be aware of some critical elements of the ARAC. She suggested including a written section for certain survey questions so the participant can more fully explain his or her response.

Mr. Peri stressed that some or most participants might not be able to tell the difference between their ARC and ARAC experience. He explained that, although ARC and ARAC have different legal guidelines and requirements, participants have similar experiences. Ms. Hamilton noted that this issue has been discussed internally. She further noted the public, as well as informed industry, may not make the distinction between ARAC and ARC working group experiences.

Mr. Zuspan finished his presentation by recognizing Mr. Prettyman's contribution to the PIWG, specifically for volunteering to gather details on the survey, as well as putting in the most work of any PIWG member.

Ms. Hamilton stated the ARAC charter must be renewed by September 2010. She listed some organizational questions where Executive Committee member input would be helpful:

1. Should the Executive Committee continue to meet twice a year, or should it meet three to four times a year?
2. Should the Executive Committee assign alternates to every assistant chair?

Should the Executive Committee bring the entire ARAC together every 2 years?

Ms. Hamilton stated that we must make more of a concerted effort to reach all 55 members.

Ms. Hamilton added that she needs to do some due diligence with FACA representatives, at the Office of the Secretary of Transportation, about these possible changes to the charter.

Ms. MacPherson stated that she had some concerns about the current charter. Specifically, she noted the current charter creates too many layers of bureaucracy that are not required under FACA. She explained the Executive Committee should establish what legally can be omitted. Ms. MacPherson suggested that Executive Committee members review the existing charter and note which requirements are burdensome.

Ms. Hamilton stated that steps have been taken to remove some of the bureaucracy, such as omitting all but two issue groups. She added creative thinking about these issues would be necessary. She wondered if a 55-member ARAC is necessary. She asked if the Executive Committee should become the ARAC, and whether this would be legal. Ms. Hamilton added, if legal, could membership be rotated? Ms. Hamilton reiterated the need for group suggestions and creative thinking.

Because the ARAC charter drives the ARAC process, Ms. MacPherson believes this may draw further input from the group. Ms. Hamilton clarified that nobody wants to do anything to derail the existing PIWG work. She explained that drafting the new ARAC charter would not begin until spring 2010, and there needs to be time built-in for the U.S. Department of Transportation to review the charter. Ms. Hamilton suggested that as members develop ideas about the charter, they can send them through the PIWG or directly to her. Mr. Craig Bolt noted the good timing of the PIWG work with the charter renewal. Ms. Hamilton suggested an Executive Committee teleconference as the most efficient means to gathering group input.

Mr. Joseph suggested adding Ms. Hamilton's first two charter-related questions to the PIWG survey (how often should the Executive Committee meet, and should the Executive Committee assign alternates to every assistant chair). He noted that this might help the PIWG get some raw data on those issues related to the charter.

Ms. Hamilton said she was not sure of the benefit of asking people with limited experience on working groups about issues centered on the Executive Committee. She recommended asking the Executive Committee members present at this meeting to think about those two issues and provide their feedback to Mr. Elwell, Mr. Joseph, and her. Ms. Hamilton noted that answering the first two questions does not address the broader charter-related issues that she and Ms. MacPherson have raised, but it does address the housekeeping issue.

Mr. Joseph suggested possibly e-mailing the two housekeeping questions to general ARAC members. Ms. MacPherson replied that general members might not care about those two issues.

Ms. Hamilton stated that Ms. Robinson will send an e-mail to all Executive Committee members about the two questions, and the responses will go to Ms. Hamilton, Mr. Elwell, and Mr. Joseph. She explained the three of them would then decide how to continue.

Ms. Robinson asked if the two questions should go on the feedback form. In addition, Mr. Zuspan asked how these questions related to the PIWG task. In response to Mr. Zuspan, Ms. Hamilton stated the PIWG no longer needs to perform this task. Ms. Hamilton added that Ms. Robinson will send the e-mail, and Ms. Hamilton will compile the responses, discuss the issues with Ms. MacPherson, and contact the FACA representatives for guidance as needed.

Mr. Peri suggested that additional EXCOM meetings do not need to be in person. He explained that two meetings must be face-to-face, but the other two can be electronic. Mr. Zuspan noted the PIWG has had every meeting via conference calls.

Mr. Joseph stated that according to the charter, the ARAC Executive Committee meeting requires physical attendance by the committee chair or vice-chair. Ms. MacPherson argued that this requirement reinforces her point that the charter is outdated. She explained that requirement made sense when the ARAC was created. However, now the ARAC is an established process, there are technical advancements to allow an alternative. There is a need to review the charter and remove criteria that serve as a hindrance and inconvenience.

Mr. Joseph agreed to two live meetings and two electronic meetings, and asked Ms. MacPherson to look into the permissibility of electronic meetings.

Ms. Hamilton stated that she and Ms. MacPherson would review the charter and work to understand the logistics. Ms. Hamilton added that she still would prefer e-mailing the group members to see how often they think the Executive Committee should meet.

Mr. Prettyman offered to put the Executive Committee meeting frequency questions in a survey form, noting that a survey would be the preferred data collection method. He suggested that instead of a stack of emails, Ms. Hamilton would have all the data collected in one spot. Ms. Hamilton stated that she would coordinate with Ms. Robinson about the e-mail.

Mr. Joseph asked if members had any concerns about the proposed PIWG schedule. On receiving consensus that there were no concerns, Mr. Joseph stated the new dates would then be the goal going forward.

COMMERICAL AIR TOUR MAINTENANCE WORKING GROUP—UPDATE

Mr. Joseph noted the next agenda item, an update on the Commercial Air Tour Maintenance (CATM) working group.

Mr. Joseph stated that Mr. Harold Summers would be reporting for the group.

Mr. Summers stated the CATM Working Group met on November 17 and 18, 2009. He noted the working group has 11 members, four from the FAA and seven from industry. Mr. Summers noted that during the meeting, the working group members understood they were tasked to make recommendations, not rules.

Mr. Summers stressed the CATM Working Group's task is far more complex than most people realize. He explained there are 955 air charter operators that have authority. He noted that 863 of those operators are reported as Title 14, Code of Federal Regulations (14 CFR) part 91 operators. Most of those operators fly about one day a year, but they are listed under part 91. He

stressed that fact, because the recommendations from the National Transportation Safety Board (NTSB) are to address part 91 and 14 CFR part 135 operations (commuter and on-demand).

He argued that we should not have the same rules for those who operate a helicopter once a year compared with those who fly more often. It would put those small operators out of business. He stated the CATM Working Group needs to look at the impact of the regulations in each context.

Mr. Summers noted that out of the 955 air charter operators, 90 operate under part 135. However, the CATM Working Group does not know how many of those operators fly helicopters. He stated that those operators represent well over 2,503 aircraft (878 rotorcraft and 1,625 fixed-wing aircraft). Mr. Summers stated that this leads to some confusion in the recommendations because some sections refer to part 91/135 air tours, and others just refer to helicopters. He noted the CATM Working Group is aiming to make concrete recommendations.

Mr. Summers noted the CATM Working Group's meeting schedule:

January 27, 2010: teleconference

February 19, 2010: meeting during Los Angeles Expo

March 16, 2010: teleconference

April 22, 2010: meeting in Las Vegas sponsored by a large air tour operator

Mr. Summers explained the CATM Working Group has given itself 6 months (instead of a year) to complete the task and present its recommendations.

Mr. Summers briefly noted that even under part 135, helicopters often go from task to task, jumping from 14 CFR part 133 rotorcraft to part 135 operations. He stated the need to avoid putting undue restrictions on these operators.

Mr. Summers also stated that in the FAA's report, the agency recommends that required inspection item programs require a second signature to ensure quality assurance. Mr. Summers argued the Hawaii Air accident that spurred this recommendation had those in place but the airline was not using them. Mr. Summers contended the real problem was the FAA's lack of surveillance and enforcement.

Mr. Summers noted that another FAA recommendation was to provide formalized model-specific training. He explained the CATM Working Group understands this recommendation to mean formalized training, not factory training. Mr. Summers noted, however, that when the group looked at maintenance-related accidents, it noticed the accidents have mostly been caused by basic issues, not model-specific problems. Mr. Summers stated that he has yet to see an accident that has been caused by model-specific maintenance issues. He stressed that, though the CATM Working Group strongly believes in training, the group does not see the benefit in requiring model-specific training.

Mr. Summers mentioned the CATM Working Group is asking a part 91 operator to join the group because there are many nuances to these issues. The working group also asked for support from other experts, and has asked the NTSB for a face-to-face meeting in Houston, Texas, to provide the rationale for some of its recommendations.

Mr. Summers stated the working group does not think enough emphasis is being placed on the role of human factors in contributing to accidents. He noted that he believes procedural intentional noncompliance (PINC) is the cause of many of the accidents, that is, people are just not following the rules. Mr. Summers stated the CATM Working Group suggests that research

and evaluation of other solutions may be more worthwhile than hard rulemaking, including reaching out to the Helicopter Association International and Tour Operators Program of Safety.

Mr. Summers stated the minutes from the November CATM Working Group meeting cannot be distributed to the Executive Committee because they have not yet been approved by the working group. He closed by noting there are 30 operators that have aspects of operations under 14 CFR part 136 (commercial and national parks air tours), and those are evenly spread between Hawaii and the Grand Canyon.

Mr. Joseph asked if the CATM Working Group requires support from the Executive Committee. He also inquired as to whether the working group was getting support and cooperation from the FAA. Mr. Summers replied the FAA has been providing great support, including retrieving documents from the NTSB for the working group's review.

Mr. Joseph asked about the timeline for the CATM Working Group. Mr. Summers responded the working group has given itself six months to complete the tasking rather than one year. He explained the working group expects to have a substantial report for the June 2010 Executive Committee meeting.

Ms. MacPherson reminded Mr. Summers of the maintenance regulation that states that if you ever operate under part 135, you are always classified as a part 135 operator. She suggested that given the agency's position on maintenance, the CATM Working Group's focus on part 135 should be whether there are added maintenance needs beyond the existing part 135 maintenance requirements. Mr. Summers stated the working group is focusing on that (the maintenance regulation), but noted there still is the difference between aircraft with nine or more seats and 10 or more seats, versus nine or fewer seats. He summarized the recommendation will impose standards that are close to 14 CFR part 121 (domestic, flag, and supplemental operations) standards on an air tour industry that includes 2,500 aircraft. He noted the working group needs more clarification. Mr. Summers stressed there are many great operators who have operating procedures way above the minimum standards. He explained the working group needs to find a way to address those operators that are not operating above the minimum standards.

Mr. Peri stated that he had a point of contention. He noted that his organization recently completed comments for a Canadian rulemaking, and found that for their membership, the shops have to sell about \$2,000 for every hour of administrative burden. Mr. Peri asked if the Executive Committee could look at process improvement, not just for this rule but for rulemaking in general. Mr. Peri stated the FAA has been doing rulemaking for about 60 years, and yet it keeps adding administrative time. He asked if it would be possible, when tasking, to look not only at what needs to be added, but also what can be removed. He emphasized adding what is necessary, while simultaneously removing what is redundant and ineffective; that is, remove an hour of waste and replace it with an hour of effective time.

Ms. Hamilton agreed with Mr. Peri's point, and noted the 14 CFR part 137 (agricultural aircraft operations) working group did that last year or earlier this year; it was one of their core tasks. Ms. Hamilton indicated the point was worth reinforcing here. Mr. Joseph asked Mr. Summers, Mr. Frank Wiederman, and Ms. Carol to share this objective with their respective working groups. Ms. Hamilton stated that it is not a commitment to "add one, take one," but that reducing inefficiencies should be part of the discussion.

Mr. Peri stressed the Executive Committee seriously needs to approach this issue. He noted that for the rule that he is working on, his Canadian members will have to produce an added \$100 million per year in revenue. He emphasized the FAA needs process improvement because there is so much redundancy that adds such a burden.

Mr. Joseph asked if there were any other comments on this issue. There were not. Mr. Joseph closed the issue and thanked the Mr. Summers for his presentation and the CATM Working Group for its progress.

FAA'S FALL CERTIFICATION MANAGEMENT REVIEW (CMR) MEETING INDUSTRY DAY PRESENTATION—RULEMAKING HARMONIZATION

Mr. Joseph introduced Ms. Hamilton who provided an update on the certification management review (CMR) meeting.

Ms. Hamilton stated that most Executive Committee members are aware the FAA has been working with the European Aviation Safety Administration (EASA) and Transport Canada (TCCA) on trying to improve rulemaking cooperation; this is a continuing effort.

Ms. Hamilton mentioned there is an EASA rulemaking coordinator on the ARM staff. EASA and TCCA have similar representatives on their respective staffs. She explained the three coordinators hold weekly or biweekly teleconferences to discuss coordination efforts.

Ms. Hamilton noted that she and Mr. Todd Probst (EASA) announced this cooperative effort at the FAA-EASA 2007 meeting in Prague, Czech Republic.

Ms. Hamilton stated the FAA, EASA, and TCCA have different legal and administrative frameworks about rulemakings and interactions with industry. She stated that it has been a challenge on deciding how to work cooperatively without bending the rules of any of the authorities. Ms. Hamilton reported progress, but added the effort is taking longer than anyone had expected. She stated the three agencies are having productive discussions and are starting to see some results.

Ms. Hamilton noted that both full group meetings and smaller rulemaking group meetings are held during the biannual April and October CMR meetings. She explained that Industry Day typically is on the third day of the meeting, where the CMR host presents to industry representatives a recap of the happenings and discussions of the previous days' meetings.

Ms. Hamilton noted that she gave the presentation this past October because the meeting was in Washington, DC.

Ms. Hamilton stated that besides the teleconferences the FAA, EASA, and TCCA staffs conduct regularly, the agencies also have two to three working meetings each year. These meetings include the rulemaking coordinators and the technical staff—aircraft certification subject matter experts, flight standards subject matter experts, and others who contribute to the discussions.

Ms. Hamilton stated the previous working meeting was in Ottawa, Canada in July 2009. Lately, the focus of the working group has been to align their rulemaking inventories. Ms. Hamilton noted that EASA and TCCA have 3- to 4-year look-ahead plans. The FAA did not. Last year ARM undertook the effort and made a 3-year rulemaking inventory for the FAA. She mentioned that this alignment has helped the three agencies. Ms. Hamilton noted that when there are political reasons for each agency to progress with an independent rulemaking, they keep each other informed.

Ms. Hamilton stated that at the July 2009 meeting, TCCA announced that it would start flight standards rulemaking projects in this cooperation effort. Up to that point, TCCA was only including aircraft certification rulemaking projects in the effort, whereas the FAA and EASA were providing aircraft certification and flight standards.

Ms. Hamilton further explained that, with the expansion of EASA to include air traffic and airports, ARM is collaborating with the FAA Air Traffic Organization (ATO) and FAA Airports on how to include everyone. She noted that some processes are already in place, such as the SharePoint site for document sharing.

Ms. Hamilton stated the FAA, EASA, and TCCA continued to work on new areas of common interest at the July 2009 meeting. She noted the next meeting is in February 2010, and mentioned that her team is working to have a 4-year FAA look-ahead plan ready for that meeting. Ms. Hamilton reiterated the FAA, EASA, and TCCA are looking to add ATO and Airport rulemakings to the scope of discussions, as well as including guidance materials and advisory circulars (ACs). She added that guidance material is another area where the three agencies follow different procedures.

Ms. Hamilton further noted that at the FAA, ARM does not have responsibility for ACs, which is a different model from EASA. She hypothesized the FAA would probably add a separate section for ACs to the 4-year look-ahead plan. Ms. Hamilton stated the work of developing guidance material is performed by the Aircraft Certification Service and Flight Standards Service. They are creating lists of documents for the look-ahead plan. ARM is acting as the conduit to put those pieces together. She noted that having that information will help the FAA talk more substantively with international colleagues.

Referring to slide 5, Ms. Hamilton explained the CMR group picked these test cases to cover some joint interests. The CMR group will discuss those further.

Referring to slide 6, Ms. Hamilton stated the SharePoint site development is a direct result of the realization that more communication tools were needed to expand the collaborative platform.

Ms. Hamilton noted the CMR group also monitored the process by giving the focal points some direction on what it wanted them to do, and getting the required amount of commitment at the working level. She explained the group also realized that it is incumbent on management to give exact expectations to the focal points.

Ms. Hamilton stated the next steps include expanding beyond the test case to include additional rulemakings that will come out of the February 2010 CMR group meeting in Cologne, Germany. She explained that occasionally, the work will be a 2-way partnership between FAA and EASA; in others it will be a 3-way partnership between FAA, EASA, and TCCA. Ms. Hamilton further explained there are various working methods, depending on how important a specific rulemaking is to the different authorities and how actively involved they want to be. The formal training for the focal points is being launched, and the CMR group is continuing to improve oversight of the process.

Ms. Hamilton noted that she has been communicating with the FAA Office of the Chief Counsel to find out which documents the FAA can share with EASA. One of the concerns is the EASA process is more transparent than the FAA's process. As a result, EASA must understand that what the FAA is sharing with them cannot be shared with the European industry. Ms. Hamilton reported the FAA is making progress and stressed that her staff is focused on moving forward and working in cooperation with our European and Canadian counterparts.

Ms. Hamilton asked if any Executive Committee members had any questions.

Mr. Peri questioned the assessment that EASA's system varies from the FAA's semiannual regulatory agenda. He stated they are parallel processes, just with a different "cover sheet." Ms. Hamilton stated that in her discussions with EASA, she has found that EASA is able to have an extra comment session between the proposal and final rule. This allows EASA to be a little more transparent with industry than the FAA. Ms. Hamilton also noted that when the CMR group started the cooperation effort, the members were quick to realize their similarities, but also quickly noticed their differences.

Mr. Zuspan applauded the FAA's cooperation efforts with EASA and TCCA. He noted when industry had talks with EASA about harmonizing, the feedback was that EASA had not been able to see what the FAA was doing during the ex parte period. Mr. Zuspan asked if the CMR group was trying to address this gap. Ms. Hamilton agreed the procedural variances have been an obstacle to harmonization efforts, adding that both she and Ms. MacPherson had recently discussed that issue. Ms. Hamilton believes the agreement the FAA currently is working on will go a long way to addressing EASA's concerns.

Ms. MacPherson added it is important to remember the FAA has a 60-year history with the Administrative Procedure Act, whereas EASA has nothing comparable. She noted that EASA has been trying for the past 10 years to develop something more akin to what is required domestically in the United States. She added that EASA's general practice has been that industry would come in, make an argument, and then they would all discuss the issue. The FAA does not do that. Ms. MacPherson stated that while EASA is trying, it has a different structure than the FAA. She noted that it is also different when the government is a part or total owner of the regulated party because it is sharing information in response to an ownership interest.

Ms. MacPherson went on to say this is why the FAA needs appropriate assurances that government-to-government exchanges of information are limited to people who work only for the government and do not also work for the regulated industry. She explained that sharing information beyond government makes the playing field unlevel and raises the risk of violating U.S. law. Ms. MacPherson emphasized that transparency will have to be approached carefully and with constant vigilance.

ADMINISTRATOR'S VISIT

Administrator Babbitt joined the meeting momentarily.

Mr. Babbitt thanked the group for its work and input. He stated the best way to create useful rules is to receive broad input from people who do this day-to-day work. It puts a human aspect and evaluation into it. Mr. Babbitt stated that he did not want to interrupt the flow of the meeting, but welcomed questions from the group. He noted that he could not stay too long because he was scheduled to testify on Capitol Hill.

Mr. Zuspan asked if Mr. Babbitt saw a trend toward more prescriptive rulemaking by legislation, or if he believes there will be more reliance on ARACs and ARCs.

Mr. Babbitt hoped for a trend towards the latter. He noted that in 41 months, the United States has had only one accident. Mr. Babbitt stated that although the accident was a tragedy, the FAA carries two million people and runs 70,000 operations every day. The United States went 29 months before and 11 months since without incident; and yet when there is one accident suddenly everybody calls for change. He pointed out that individuals without qualifications or adequate information start disseminating theories and ideas. He explained the main problem for the FAA is that most of these ideas are not based on facts.

Mr. Babbitt noted the NTSB is still examining the Colgan Air accident. However, someone decided that commuting pilots was the reason for the accident, and then someone else stated that it was icing. As a result, legislators started passing rules and requirements based on those incorrect assessments. Mr. Babbitt suggested the sole cause of the accident was the two pilots failed to recognize the warnings and did not recover. Yet despite that fact, legislators have started passing all of these rules, like requiring an airline transport pilot (ATP) license and increasing certification.

Mr. Babbitt noted the FAA had looked at qualifications before the accident and had said that first officers needed more than just a commercial license, including exposure to various scenarios such as a multiple crew and icing. He explained the FAA suggested adding qualifications to a pilot's commercial license to let the airlines know pilots have experience with high altitudes, know what hypoxia looks like, and how to handle upsets. He further explained that this endorsement is a more elegant way of ensuring that someone who wants to fly a commercial aircraft has the desired skill set.

Mr. Babbitt emphasized that an ATP license does not cure the problem that caused the two pilots to crash the Colgan Air airplane. He hopes his testimony will get Congress to listen to what the FAA is thinking about. Mr. Babbitt stated he will make it clear the FAA is interested in quality of training, not quantity of training. He noted that in his personal experience, he had co-piloted with a captain who had about 8,000 hours of flight experience in the military but had almost no approach and landing experience.

Mr. Babbitt excused himself to go testify to the Senate about the Hudson River helicopter accident, and thanked the group again for its hard work.

ISSUE AREA STATUS REPORTS

Mr. Joseph stated the next item on the agenda was status reports from the assistant chairs.

As a side note, Mr. Joseph mentioned that in a recently published notice of proposed rulemaking on ice protection activation, large credit was given to the ARAC for its efforts toward the rulemaking.

Transport Airplane and Engine Issue Area

Mr. Craig Bolt stated the next meeting for this issue group is in April 2010. The main topic to be addressed at that meeting is the specific risk tasking currently being done by the Airplane-Level Safety Analysis Working Group. He noted the group needs a couple of extra months to work out any contentious issues about latent failures and safety assessments. Mr. Bolt stated the group is making progress and expects to reach alignment on significant aspects of the issues and document any minority positions.

Rotorcraft Issue Area

No activities to report.

NADA/F

Ms. Rosemary Dillard stated that NADA/F has worked closely with Colgan flight 3407 family members and some 9/11 family members impacted by FL 3407.

Air Carrier Operations Issue Area

Mr. William Edmunds stated the All-Weather Harmonization Working Group is active. He noted the group had a week-long meeting in early October 2009 with EASA, TCCA, U.S. government representatives, and industry members. He stated the working group has several tasks that will come to fruition next year.

Ms. Hamilton suggested that it might be helpful if those tasks were listed for the Executive Committee at the next meeting. Mr. Edmunds agreed, and added the tasks were listed in a Terms of Reference document that he would forward. He stated the tasks can be discussed further at another time.

Air Carrier/General Aviation Maintenance Issue Area

No activities to report.

Aircraft Certification Procedures Issue Area

No activities to report.

Noise Certification Issue Area

No activities to report.

Occupant Safety Issue Area

No activities to report.

Training and Qualification Issue Area

No activities to report.

OFF AGENDA REMARKS FROM EXECUTIVE COMMITTEE MEMBERS

Ms. Nan Shellabarger told the group that she will be transferring some of her duties within APO to Mr. Bob Robeson.

Mr. Joseph mentioned that he and Ms. Hamilton were discussing how the FAA used to make rulemaking training a prerequisite for ARAC members. Both he and Ms. Hamilton were considering the prospect of offering current ARAC members the opportunity to attend training.

Ms. Hamilton stated that she believes the general rulemaking course would be helpful to ARAC members, and offered to pay for any ARAC member interested in attending the training. She asked Ms. Robinson to e-mail the training dates to the group.

Ms. Hamilton explained the general rulemaking course stresses why we follow a specific process, versus the FAA-specific course, which focuses on how we follow the process. She noted the general course is a prerequisite for ARM staff.

Mr. Rob Hackman asked if the offer is just for the members of the Executive Committee or for all ARAC members. Ms. Hamilton answered that she had not thought of offering the training for everyone in the ARAC, so she would need some time to consider that, and then discuss this with Mr. Hackman off-line.

Mr. Joseph asked if there were any additional questions.

Mr. Peri asked if Ms. Hamilton could provide copies of the CMR presentation. Ms. Hamilton apologized for not realizing the Executive Committee members had not received them before her CMR synopsis, and asked Ms. Robinson to e-mail the presentation to the group.

Ms. Hamilton and Mr. Joseph presented a plaque to outgoing ARAC Chair Craig Bolt to thank him for his service.

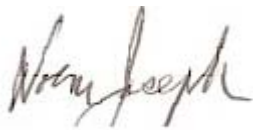
Mr. Bolt thanked everyone, and stated that he would still be on the Executive Committee as a member. He added that he believed the group could make a substantial difference, especially in process improvement. He stated that he looks forward to Mr. Joseph's leadership.

NEXT MEETING

The next meeting will be on June 16, 2010.

ADJOURNMENT

Mr. Joseph accepted a motion to adjourn. All were in favor and none opposed. The meeting was adjourned at 11:59 a.m.



Approved by: _____ Dated: April 2, 2010
Norman Joseph, Chair

Ratified on: June 16, 2010 - with corrections (CPWG to PIWG)

ARAC Process Improvement Working Group Report to EXCOM Dec. 9, 2009

- **D. Zuspan – Co-chair**
- **C. Bolt – Co-chair**

Tasking Statement

- **Federal Register Notice October 19, 2009**
- **The task**
 - **Review the ARAC process;**
 - **Review working group and ARAC experiences with the process;**
 - **Develop recommendations for process improvements; and**
 - **Forward recommendations to the ARAC Executive Committee for review and approval.**
- **The task must be completed no later than 12 months after the first working group meeting**
- **Closing date for requests for participation in the Working Group was November 18**

Working Group Membership Established

- **Dan Zuspan – Co-chair – Boeing and EXCOM (Occupant Safety)**
- **Craig Bolt – Co-chair – Pratt & Whitney and EXCOM (TAEIG)**
- **Ty Prettyman – NACA and EXCOM (Training and Qualifications)**
- **Katie Haley – FAA Office of Rulemaking**
- **Mike Kaszycki – FAA TAD and TAEIG**
- **Bill Edmunds – ALPA and EXCOM (Air Carrier Operations)**
- **Doug Anderson – FAA Legal (TAD)**
- **Walter Desrosier – GAMA and EXCOM (Aircraft Certification Procedures)**
- **Leisha Bell – AOPA and ARAC Commercial Air Tour Maintenance WG**
- **Don McCune – NADA/F**

Accomplishments To Date

- **Regular Meetings Being Held**
 - **Biweekly 2 hour conference calls**
- **Overall work plan established**
 - **Develop survey and solicit “market feedback” from previous ARAC participants**
 - **Review previous studies done (e. g. Gallup Best Practices Report and FAA Rulemaking Reengineering Report)**
 - **Considering value of contacting other government agencies for lessons learned**
 - **Review feedback and develop recommendations**

ARAC Process Improvement Survey

- **Survey created & revised by ARAC Process Improvement Working Group (PIWG).**
- **A survey consultant was used to help develop questions**
- **Survey is 95% complete.**
- **A test run of the survey will be conducted in Dec.**
- **Survey will be provided to Pam Hamilton in Dec. for review & comment.**
- **Survey will be sent to 200+ former ARAC participants by email in Jan. 2010.**
- **We expect to have survey results in Feb. 2010**
- **The survey consultant has volunteered to assist in analyzing survey results**

Upcoming Activities

- **Send survey to identified recipients – Jan 2010**
- **Collect and analyze survey results – February/March 2010**
- **Develop recommendations – April- June 2010**
- **Prepare report of WG recommendations – July – Sept 2010**
- **Submit final report to EXCOM – September 2010**
- **EXCOM vote on WG final report – December 2010**

EASA/FAA/TCCA Progress Update on Rulemaking Cooperation

Certification, Maintenance & Rulemaking Meeting

By: Pam Hamilton

Director, FAA Office of Rulemaking

Date: October 29, 2009



Transport
Canada

Transports
Canada



2009 Progress – Meetings

➤ July 2009 (Ottawa – working group meeting):

- Acknowledged importance to meet the building expectations from industry and to keep the momentum going.
- TCCA announced that, as of June 22nd, flight standards rulemaking projects would be included in this cooperation effort.
- Developed means for improving communication.

2009 Progress – Meetings

➤ July 2009 (Ottawa – working group meeting):

- Continued to identify new areas of common interest for 2010 and beyond, using the authorities respective rulemaking inventories.
- Developed common rulemaking inventory containing tasks of joint interest.
- Agreed on structure and content for online collaborative platform.

2009 Progress – Meetings

- **October 2009 (Washington DC– Certification, Maintenance, and Rulemaking meeting):**
 - Agreed to explore the possibility for inclusion of air traffic and airport rulemakings in cooperation effort.
 - Acknowledged the importance of including guidance material (ACs) in cooperation discussions.
 - Discussed significant changes in direction and joint involvement in disposition of comments.

7 Test Cases

- **Case #1 – Protection From Debris**
- **Case #2 – Flight Crew Alerting**
- **Case #3 – Widespread Fatigue Damage**
- **Case #4 – Certification of Turbojets**
- **Case #5 – Damage Tolerance Evaluation of Metallic Rotorcraft Structures**
- **Case #6 – Part 129 Operations Specifications**
- **Case #7 – Safety Management System**

7 Test Cases – Lessons Learned

- **Although focal points are communicating, we need to improve communication tools and expand existing collaborative platform.**
- **Need to monitor process to ensure that progress is being made and goals of cooperation effort are being met.**
- **Focal points need a better understanding of their roles and responsibilities.**

Next Steps

- **Want to expand beyond test case scenarios to include additional rulemakings of common interest.**
- **Continue to institutionalize use of online communication tool.**
- **Launch formal training for focal points.**
- **Continue to improve monitoring of process.**



Questions

