

Charter of the Youth Access to American Jobs in Aviation Task Force
U.S. Department of Transportation

1. **Committee's Official Designation.** Youth Access to American Jobs in Aviation Task Force.
2. **Authority.** The Youth Access to American Jobs in Aviation Task Force (Task Force) is established pursuant to Section 602, "Youth Access to American Jobs in Aviation Task Force," of the Federal Aviation Administration (FAA) Reauthorization Act of 2018 (Pub. L. 115-254). The Task Force will operate in accordance with the provisions of the Federal Advisory Committee Act (FACA) of 1972 as amended, Pub. L. 92-463, 5 U.S.C., App. 2.
3. **Objectives and Scope of Activities.** The Task Force will develop and provide independent recommendations and strategies to the FAA Administrator to:
 - a. identify opportunities to increase diversity in the aviation talent pipeline
 - b. facilitate and encourage high school students from a diversity of backgrounds and communities in the United States to enroll in and complete career and technical education courses, including science, technology, engineering, and mathematics (STEM), that will prepare them to pursue a course of study related to an aviation career at an institution of higher education, a community college, or trade school;
 - c. facilitate and encourage these students to enroll in a course of study related to an aviation career, including aviation manufacturing, engineering and maintenance, at an institution of higher education, including a community college or trade school; and
 - d. identify and develop pathways for students to secure registered apprenticeships, workforce development programs, or careers in the aviation of the United States.

Any decision to implement the recommendations provided by the Task Force remain with the FAA Administrator and the Secretary of Transportation.

4. **Description of Duties.** When developing recommendations and strategies, the Task Force will:
 - a. identify industry trends that encourage or discourage youth in the United States from pursuing careers in aviation;
 - b. consider how the FAA; air carriers; aircraft, powerplant, and avionics manufacturers; aircraft repair stations; and other aviation stakeholders can coordinate efforts to support youth in pursuing careers in aviation;
 - c. identify methods of enhancing aviation apprenticeships, job skills training, mentorship, education, and outreach programs that are exclusive to youth in the United States; and
 - d. identify potential sources of government and private sector funding, including grants and scholarships, that may be used to carry out the recommendations and strategies and to support youth in pursuing careers in aviation.

Not later than 30 days after submission of the recommendations and strategies to the FAA Administrator, the Task Force must submit to the appropriate committees of Congress a report outlining such recommendations and strategies.

5. **Agency or Official to Whom the Committee Reports.** The Task Force reports to the FAA Administrator.
6. **Support.** The FAA Office of Rulemaking will provide support to the Task Force.
7. **Estimated Annual Operating Costs and Staff Years.** The estimated annual operating cost (including pro rata share of salaries of Department of Transportation employees, and travel) is \$210,000 with approximately 2 full time equivalents (FTEs) employees per year.
8. **Designated Federal Officer (DFO).** The FAA Administrator, on behalf of the Secretary, will appoint a full-time or permanent part-time Federal employee to serve as the Task Force DFO. The DFO (or designee) will:
 - a. ensure compliance with FACA and any other applicable laws and regulations;
 - b. approve or call all of the Task Force meetings;
 - c. attend all Task Force and subcommittee meetings;
 - d. formulate and approve all meeting agendas;
 - e. maintain all Task Force records, files, and membership records;
 - f. adjourn any meetings when doing so would be in the public interest; and
 - g. chair meetings when directed to do so by the FAA Administrator.
9. **Estimated Number and Frequency of Meetings.** The Task Force is estimated to meet up to two times a year to carry out its responsibilities.
10. **Duration.** The Task Force will exist until submittal of the report to the FAA Administrator and Congress.
11. **Termination.** This charter terminates 2 years after its effective date or upon submittal of the Task Force report to Congress, whichever comes sooner.
12. **Membership and Designation.**
 - a. The Task Force will have no more than 21 representative members.
 - b. The Task Force will include representatives from the following:
 - i. Air carriers.
 - ii. Aircraft, powerplant, and avionics manufacturers.
 - iii. Aircraft repair stations.
 - iv. Local educational agencies or high schools; reflecting the diversity of communities across the United States.
 - v. Institutions of higher education, including community colleges and aviation trade schools.

- vi. Such other aviation and educational stakeholders and experts as the FAA Administrator considers appropriate, taking into account the diversity of communities and institutions, the needs of the aviation sector to address and adapt to climate change, the perspective of organized labor, and the input of young people interested in careers in aviation.
 - c. Members are appointed for the duration of the existence of the Task Force.
 - d. Members will serve without compensation and reimbursement.
13. **Subcommittees.** The FAA Administrator, when necessary and consistent with the Task Force mission, may create and dissolve subcommittees to support the Task Force. Subcommittees must not work independently of the Task Force. They must provide recommendations and advice to the Task Force, not the FAA, for deliberation and discussion.
14. **Recordkeeping.** The records of the Task Force are handled in accordance with National Archives and Records Administration (NARA) General Records Schedule 6.2. Subject to the Freedom of Information Act, 5 U.S.C. § 552, the records, reports, transcripts, minutes, and other documents that are made available to, or prepared for or by the Task Force will be available for public inspection and copying at the Office of Rulemaking, Federal Aviation Administration, 800 Independence Avenue, S.W., Washington, DC, 20591. FAA will charge a fee for information furnished to the public in accordance with the fee schedule published in 49 CFR part 7. The Task Force records are also located on FAA's committee public website.
15. **Filing Date.** This charter is effective on October 4, 2021, which expires 2 years from that date on October 4, 2023.