

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

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**MEETING DATE:** November 16, 2006

**MEETING TIME:** 10:00 a.m.

**LOCATION:** Federal Aviation Administration  
800 Independence Avenue, SW.  
2<sup>nd</sup> Floor  
Bessie Coleman Room  
Washington, DC 20591

**PUBLIC**

**ANNOUNCEMENT:** The Federal Aviation Administration (FAA) told the public of this Aviation Rulemaking Advisory Committee (ARAC) Executive Committee meeting in a Federal Register notice published October 24, 2006 (71 FR 62345).

**ATTENDEES:**

Name		Affiliation
Executive Committee Members		
Eve Adams	FAA Office of Rulemaking (ARM), <i>Acting ARAC Executive Director</i>	
Craig Bolt	Pratt & Whitney, <i>ARAC Chair- <b>phone</b></i>	
Bill Glover	The Boeing Company, <i>Occupant Safety Issues - <b>phone</b></i>	
Paul Hudson	Aviation Consumer Action Project, <i>Public Interest Representative</i>	
Norman Joseph	Airline Dispatchers Federation, <i>ARAC Vice Chair</i>	
Sarah MacLeod	Aeronautical Repair Station Association, <i>Air Carrier/General Aviation Maintenance Issues - <b>phone</b></i>	
John Swihart	Helicopter Association International, <i>Rotorcraft Issues, Assistant Chair</i>	
Attendees		
Brenda Courtney	FAA ARM	
David Evans	Air Accident Digest	
Peggy Gilligan	FAA Aviation Safety	
Paul Greer	FAA Office of the Chief Counsel	
Melissa Hockstad	The Society of Plastics Industry	
Ward Keech	FAA Office of Aviation Policy and Plans	
Ron Priddy	Nation Air Carrier Association - Former ARAC Chair	
Gerri Robinson	FAA ARM	
Gerie Voss	Association of Trial Lawyers of America	
Peggy A. Swalve	Phaneuf Associates Incorporated	

## **COMMITTEE ADMINISTRATION**

The Executive Committee Vice Chair, Mr. Norman Joseph, called the meeting to order at 10:04 a.m., noting that Mr. Craig Bolt was in Canada and would be attending via conference call and Mr. Joseph would be chairing the meeting.

The Executive Committee members and those attending the meeting introduced themselves.

The Acting Executive Director, Ms. Eve Adams, announced that the new ARM Director has been named, Ms. Pamela Hamilton. Ms. Adams then read the required Federal Advisory Committee Act statement.

## **REVIEW OF MINUTES**

Mr. Joseph read the minutes from the May 17, 2006, meeting. Hearing no corrections or objections, Mr. Joseph accepted the minutes as read.

## **PRESENTATION OF PLAQUE**

Ms. Peggy Gilligan, Deputy Associate Administrator for Aviation Safety, presented a plaque to Mr. Ron Priddy in recognition for his service to the ARAC as past chair. Mr. Priddy accepted the plaque and thanked everyone in return. He noted that the ARAC is important and the differing viewpoints present on the committee are in the best interest of the public. Mr. Joseph added his thanks to Ms. Gilligan's comments.

## **ISO-9001 CUSTOMER FEEDBACK FORM**

Ms. Adams advised everyone attending the meeting to complete the ISO-9001 customer feedback forms provided to all attendees. Ms. Adams requested that the forms be completed and handed back to Gerri Robinson prior to the end of the meeting.

## **DISCUSSION OF ARAC**

### ***Previous Actions***

Mr. Joseph discussed what had taken place at the previous ARAC meeting (May 17, 2006). This included what form ARAC should take and what part EXCOM would play in the future. Would this be efficient and serve the purpose for which ARAC was originally designed.

Mr. Anthony Fazio, former ARAC Executive Director, drafted a statement approved by Mr. Nicholas Sabatini, Associate Administrator for Aviation Safety, which could change the face of ARAC. A copy of that statement was provided in the meeting folder.

### ***Future Taskings for New ARAC***

Mr. Joseph stated that there are no specific taskings to discuss. Currently, there is one open tasking that has a comment period closing shortly. Anyone interested can respond to Ms. Gerri Robinson by e-mail regarding that tasking.

### *Alignment for Executive Committee Under New ARAC*

Mr. Bolt stated that the document Mr. Fazio drafted is a reflection of the discussion held at the last Executive Committee meeting. During that meeting it was discussed that Issue areas that are inactive, that is having no open tasks would be retired and closed. The Executive Committee would keep the same basic membership so there would be a wide range of interests represented on and participating in the Executive Committee.

Ms. Sarah MacLeod questioned whether individuals who were no longer part of an issue area were still part of the Executive Committee. It appeared from Mr. Fazio's statement that the issue areas are not just made inactive, but closed. Mr. Joseph stated it was his understanding that any working groups or issue areas not specifically tasked would be closed out. However, due to inactivity, Ms. MacLeod noted that her issue area is closed out and asked how she then attends ARAC meetings. Mr. Bolt admitted this is still a question that needs to be resolved. The Executive Committee does not want to lose members as Issue Areas are retired, and consequently, no longer representing a cross-section of the interested parties. Mr. Bolt and Mr. Joseph will take these concerns to Ms. Hamilton, the executive director and together decide how the Executive Committee will maintain a good cross-section of members. Mr. Bolt stated that the existing members will remain until a new proposal is presented.

Ms. MacLeod questioned whether using the term "close out" means to take away the position or just not expend resources. Mr. Bolt's understanding is that "close out" means that position is no longer a member. Ms. MacLeod noted that under that theory, she is no longer a member because her issue area has, or will soon be, closed out because it is not an active issue area.

Mr. Joseph stated that Ms. MacLeod seems to be correct because the Air Traffic Issue Area has been closed out. However, any task the FAA might send to the ARAC would result in the creation of a working group within the Executive Committee. The Executive Committee and the membership would be the Issue Area. There would be no extra layer of bureaucracy of a separate Issue Area. This would streamline the process as all the management and review would be at the Executive Committee level. Therefore, the only question that remains is what the membership of the Executive Committee would look like; assuming the procedure of being appointed by the FAA with recommendation from industry remains the same. There still will be working groups when there are active tasks, but those working groups will answer directly to the Executive Committee.

Mr. John Swihart stated that it was important that people from different areas be present on the ARAC. Mr. Joseph agreed and stated that neither he nor Mr. Bolt has any intention of disenfranchising any of the current Executive Committee members. The only issue is really what the paperwork will be to support the desired outcome.

Mr. Priddy asked to be recognized by the Vice Chairman, and Mr. Joseph recognized Mr. Priddy. Mr. Priddy agreed with Ms. MacLeod that it would appear that once an issue area was closed out, that person would no longer be a part of the Executive Committee. Mr. Priddy noted that Ms. Hamilton is familiar with the consensus-building process from her past experience. Mr. Priddy recommended that the Executive Committee give Ms. Hamilton a chance for input before finalizing any decisions. Mr. Priddy also recommended that Ms. Hamilton contact all the members of the ARAC and advise them of the best way to populate

the Executive Committee. Mr. Priddy noted that there are no airlines on the Executive Committee and he feels they should be represented.

Mr. Joseph thanked Mr. Priddy for his input and noted that Mr. Priddy's suggestion is what Mr. Bolt and Mr. Joseph have planned to do. Mr. Joseph clarified that no immediate change will be made. Ms. MacLeod agreed with the idea. Mr. Glover agreed and noted that the Executive Committee needs some documentation that clarifies the new roles and procedures. Mr. Joseph stated that a change will need to be made to the ARAC Committee Manual and the charter.

Mr. Paul Hudson noted that it makes sense to shrink the number of working and issues groups but wondered if the intent is for public participation because it appears the ARAC process is being reduced to a vanishing point and the FAA is returning to the type of system in place before the establishment of the ARAC. Mr. Hudson requested to hear from the FAA representative regarding the future role of ARAC. Mr. Hudson stated that it should not be an empty shell to just show some level of public input if it is not going to have an effect.

Ms. Adams responded to Mr. Hudson's concerns by explaining that the new process would be more efficient but would not eliminate public input. Ms. Adams agreed that the Executive Committee needs the correct representation. Mr. Hudson suggested that if there are not going to be any significant new taskings, then the ARAC could function as a sounding board for major safety issues and not necessarily as a workshop for developing rules or policies. However, this would require restructuring. Mr. Hudson feels the most valuable contribution of the ARAC has been its ability to help narrow differences and ensure all parties interested in a certain issue have the chance to participate before a rule is issued. Ms. Adams replied that she will raise this issue with Ms. Hamilton.

Mr. Joseph stated that he personally feels the FAA is moving toward using Aviation Rulemaking Committees (ARCs) instead of ARAC. This is a concern because when the FAA develops the task and chooses the participants, it potentially gets the result it wants. He would encourage the FAA to consider at least posting new ARC tasks, along with a contact person, so that interested parties could make their case to participate, instead of finding out about rulemakings after the fact. Smaller groups without a Washington, DC, presence may not hear about rulemakings if they are not posted.

Mr. David Evans asked to be recognized, and Mr. Joseph recognized him. Mr. Evans asked for the definition of an aviation rulemaking committee. Mr. Joseph and Mr. Priddy explained that it is an aviation rulemaking committee that does not require all of the public announcements and records like the ARAC requires. It is a more focused group for a specific issue or topic.

Mr. Glover asked for some type of communication to send out to the issue area members. Mr. Joseph and Ms. Adams agreed that Mr. Fazio's statement dated August 16, 2006, could be sent and would be the appropriate communication vehicle. Mr. Joseph also clarified that active working groups would not be affected by this statement. Mr. Joseph also invited anyone to communicate their ideas via e-mail to Mr. Bolt, Ms. Robinson, and himself.

Mr. Hudson asked for a list of the current ARCs. Ms. Adams agreed to provide him with one. Mr. Priddy again requested that there be a web board that would list the ARCs with a summary, updates, and a contact person.

Mr. Joseph asked for other comments or discussions on the issue of the new alignment. Hearing none, Mr. Joseph concluded that they would leave the makeup of the Executive Committee as is for now with the assistant chairs still members actively participating.

## **NOMINATIONS ON VACANT ISSUE AREA CHAIRS**

Mr. Joseph noted that currently there are vacant issue area chair positions and unless someone objects, those will remain vacant until the new makeup of the Executive Committee is determined. Mr. Bolt agreed. Accordingly, this discussion was tabled until the new makeup of the Executive Committee is finalized.

## **ISSUE AREA STATUS REPORTS**

### ***Transport Airplane and Engine Issue Area***

Mr. Bolt stated that the next meeting of the Transport Airplane and Engine Issue Area would be November 29, 2006, and the issue Area has four active working groups: Engine Harmonization, Avionics Systems Harmonization, Ice Protection Harmonization, and the new working group, Systems Safety Assessment. The Ice Protection Harmonization Working Group will be presenting a package to vote on at the November 29 meeting. The System Safety Assessment Working Group will be presenting a work plan that deals with specific risk.

Mr. Bolt stated that the issue area has a potential new tasking regarding propellant critical parts under part 35 of Title 14, Code of Federal Regulations.

### ***Rotorcraft Issue Area***

Mr. Swihart stated that there is one active working group within the Rotorcraft Issue Area. That group is working on damage tolerance of composite rotorcraft structures. The working group was reconstituted, and the legal review of the document is complete. The material has been sent back out, and the group is waiting for the return of the materials with comments. The group's next meeting is March 1, 2007, in Orlando, Florida, in association with the Helicopter Association International Expo. Mr. Swihart anticipates that at that time the group will be ready to vote on the damage tolerance material and proposed rulemaking.

Because the working group is have the meeting in Orlando, Mr. Swihart is aware that the group will have to obtain offsite waiver approval. The group will have the initial draft submitted to ARM by early December 2006.

### ***Air Carrier Operations Issue Area***

Mr. Bill Edmonds was at another meeting and asked Mr. Joseph to deliver his report. Mr. Edmonds supplied Mr. Joseph with a 12-page report detailing the status of the open issues. Mr. Joseph highlighted the issues and will make the complete report available for the specific information. The following issues of the All-Weather Operations Working Group that reports to the Performance Aviation Rulemaking Committee (PARC) are still open:

- Rewrite of the International Civil Aviation Organization (ICAO) All-Weather Operations Manual;
- Category I approach;
- Flight technical error;
- Approach and landing minimums;
- Operations other than a straight line final approach path;
- Curved final approach path;
- Segmented final approach path;
- DA in a turn;
- Enhanced vision systems;
- Taxi guidance in low visibility conditions;
- Terminology related to low visibility operations;
- GLS operational issues;
- Use of MDA as a DA;
- Visual reference requirement;
- High altitude autoland;
- Approach and landing operations, important and significant operational factors;
- GLS for category III operations;
- Future all-weather operations;
- Synthetic vision systems;
- Approach classification;
- Harmonization of operations specifications;
- Dual HUD for all-weather operations;
- Operational consideration, multiple takeoff, approach, and landing systems;
- Unserviceable equipment; and
- Alternative planning minimums.

The following issues have been closed:

- GLS model,
- Takeoff performance from liftoff to 35 feet,
- Ground-based augmentation system failures,
- GLS certification issues,
- GLS ground-based augmentation system issues,
- Certification credit for ILS look-a-like GLS,
- Combined XLS certification,
- Operational and airworthiness approval for RNAV or RNP-RNAV approach operations, and
- Clarification of availability of guidance takeoff.

Mr. Priddy stated that he did not realize the working group had that many issues and asked for a copy of the report. Mr. Joseph approved the request since the document is now public because it has been presented at a public meeting. Ms. Robinson agreed to e-mail the report to anyone who wanted it.

Mr. Priddy asked whether this group's work is being done under the ARAC or PARC. Mr. Joseph believes the work is being done under the PARC, but the group is constituted under the ARAC. Mr. Priddy noted that the PARC had a large public meeting recently where many of these activities were reported.

### ***Airport Certification Issue Area***

Ms. Robinson noted that there is no assistant chair for this issue area, but the Rescue and Firefighting Requirements Working Group is still active. Ms. Robinson has been trying to get an update from the FAA representative but has not been successful. Mr. Priddy mentioned that the previous assistant chair, Mr. Ian Redhead, is still involved with these concepts, although he now works at the Joint Planning and Development Office. Mr. Priddy suggested Mr. Redhead continue on the Executive Committee. However, Ms. Robinson advised Mr. Priddy that Mr. Redhead resigned his ARAC position. Mr. Priddy will send Ms. Robinson some suggestions for a replacement. Mr. Joseph stated that he will leave it to Ms. Robinson to pursue.

Ms. Robinson asked whether anyone had current contact information for Mr. John Tighe. Mr. Priddy will forward the contact information he has to Ms. Robinson.

### **REMARKS FROM OTHER EXECUTIVE COMMITTEE MEMBERS**

Ms. Adams reminded everyone to complete their ISO-9001 customer feedback forms before leaving the meeting.

## NEXT MEETING

Mr. Joseph presented the proposed dates for next year's meetings as May 9, 2007, and November 7, 2007, and asked for any objections. No objections were made.

## ACTION ITEMS

No.	Action	Responsible Individual
1	Discuss the composition of the Executive Committee if the issue areas are disbanded so that ARAC has broad representation. Have concrete proposals by the next meeting for how to resolve this issue.	Ms. Hamilton, Mr. Bolt, Ms. Adams, and Mr. Joseph
2	Provide a list of current ARCs to Mr. Hudson.	Ms. Adams
3	E-mail to interested parties the complete report of the Air Carrier Operations Issue Area status of open issues.	Ms. Robinson
4	Identify an assistant chair for the Airport Certification Issue Area.	Mr. Priddy and Ms. Robinson
5	Forward contact information for Mr. John Tigue to Ms. Robinson.	Mr. Priddy
6	Contact all members of the ARAC and advise them of the best way to populate the Executive Committee.	Ms. Hamilton

## ADJOURNMENT

Mr. Joseph accepted a motion to adjourn from Mr. Swihart. Mr. Hudson seconded the motion. All were in favor and none opposed. The meeting was adjourned at 10:53 a.m.

Approved by: \_\_\_\_Norman Joseph\_\_\_\_\_/s/\_\_\_\_\_  
Norman Joseph, Acting Chair

Dated: \_December 12, 2006\_\_\_\_\_

Ratified on: \_\_\_\_April 11, 2007\_\_\_\_\_