



# Drone Advisory Committee

February 24, 2021 • Virtual Meeting

## Detailed Minutes

### Introduction

The Drone Advisory Committee (DAC) was held on February 24, 2021, from 12:00 PM to 2:00 PM EST. This meeting was held virtually and livestreamed because of the COVID-19 emergency.

### Designated Federal Officer Opening Remarks

Mr. Jay Merkle started the meeting by welcoming the audience and reading the Designated Federal Officer (DFO) opening statement. After reading the opening statement, Mr. Merkle turned the meeting over to the Acting Deputy Administrator, Mr. Bradley Mims. Mr. Mims expressed his thanks to the DAC members for their hard work. He shared that the work of the DAC is directly transitioning into the FAA's effort to keep the National Airspace (NAS) safe. Mr. Mims highlighted the different manners in which UAS technology is being used by the public. He shared that the future of UAS technology is ever evolving and the DAC is an important component in that process. After finishing his remarks, Mr. Mims turned the meeting back over to the DFO. Mr. Merkle then discussed the agenda for the meeting. Lastly, Mr. Merkle asked for a motion for approval of the October 2020 meeting minutes. There were no objections and the motion passed.

After concluding the housekeeping items, Mr. Merkle began his opening remarks. Mr. Merkle thanked the members of the DAC for their hard work on the various Task Groups during the Covid-19 emergency. He highlighted significant achievements that have taken place since the last meeting such as the publication of final rules on Remote Identification and Operations Over People. He also shared that the FAA announced they are seeking partners for "The Recreational UAS Safety Test" (TRUST). Additionally, he provided an update that plans are underway for the 2021 FAA UAS Symposium and other high-level events. Mr. Merkle shared that he looks forward to working with the new administration and the DAC on future agenda topics. He then turned the meeting over to the DAC Chair.

View the DFO's remarks (link is timestamped for DFO Opening Remarks):

<https://youtu.be/73K6TrkVGKE?t=3>

### DAC Chair Opening Remarks

DAC Chairman, Michael Chasen, began his remarks by thanking everyone for attending the virtual DAC meeting. He congratulated the new DAC members on being selected and he highlighted the new stakeholder groups to the DAC. Mr. Chasen shared that this would be his last meeting. He was proud of the work he had been a part of during his time on the DAC. He thanked the DAC members for their hard work on various taskings during his tenure and thanked



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the FAA for their support while he served as DAC Chair. After his opening remarks, Mr. Chasen turned the meeting over to Task Group 6 for their presentation.

View the DAC Chair's remarks: (link is timestamped for DAC Chairman Opening Remarks):  
<https://youtu.be/73K6TrkVGKE?t=827>

## Task Group #6: BVLOS

### Presenters:

**Mike Romanowski, Director, Policy & Innovation, Aircraft Certification Service**

**Bruce DeCleene, Director, Office of Safety Standards, Flight Standards**

Mr. Romanowski shared that the DAC provided 21 recommendations to the FAA on the BVLOS tasking. To properly address the recommendations, Mr. Romanowski included Bruce DeCleene in the presentation, as the recommendations applied both to Aircraft Certification and Flight Standards Service. The 21 recommendations were categorized into four major areas including: UAV Certification, Detect and Avoid, Autonomy, and Command/Control & Spectrum.

The DAC eBook provides the official FAA response on Task Group 6 recommendations:  
[https://www.faa.gov/uas/programs\\_partnerships/drone\\_advisory\\_committee/media/Public\\_eBook\\_FAA\\_02242021\\_Final.pdf](https://www.faa.gov/uas/programs_partnerships/drone_advisory_committee/media/Public_eBook_FAA_02242021_Final.pdf)

Following the presentation, there was a DAC Task Group #6 Discussion.

View this presentation and discussion (link is timestamped for Task Group 6: BVLOS presentation):  
<https://youtu.be/73K6TrkVGKE?t=1010>

## DAC Task Group #8 – Safety Culture

### Presenters:

**Bruce DeCleene, Director, Office of Safety Standards, Flight Standards**

**Mike Romanowski, Director, Policy & Innovation, Aircraft Certification Service**

Mr. Bruce DeCleene lead the presentation on FAA responses to Task Group 8. Mr. DeCleene shared that the Task Group identified five common safety culture tenets: safety ownership, organizational values, learning culture, system wide approach, and trust. These five tenets were divided into four work groups, which represented communities of interest. The four work groups include: manned aircraft community, recreational and community based organizations, small commercial operators, and national operators. The FAA observed that the five tenets overlapped with the different work groups, and realized that each work group will need to be targeted via



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different methods. The FAA agreed with all the recommendations that the DAC provided and would like to work with industry to implement the recommendations.

The DAC eBook provides the official FAA response on Task Group 8 recommendations:  
[https://www.faa.gov/uas/programs\\_partnerships/drone\\_advisory\\_committee/media/Public\\_eBook\\_FAA\\_02242021\\_Final.pdf](https://www.faa.gov/uas/programs_partnerships/drone_advisory_committee/media/Public_eBook_FAA_02242021_Final.pdf)

Following the presentation, there was a DAC Task Group #8 Discussion.

View this presentation and discussion (link is timestamped for DAC Task Group #8 – Safety Culture): [https://youtu.be/\\_2E\\_eWhE8hE?t=208](https://youtu.be/_2E_eWhE8hE?t=208)

## DAC Task Group #9 – Low Altitude Remote Identification Operations Update

**Lead: James Burgess**  
**Presenter: Matthew Satterley**

The DAC Chair called upon James Burgess to present on Task Group 9, Low Altitude Remote Identification (RID) Operations. Mr. Burgess shared that Matthew Satterley would present the update on Task Group 9. Mr. Satterley shared that Task Group 9 started working on the tasking in December. He shared that the group approached the problem by dissecting the problem statement. After dissecting the problem statement, the group created three sub-groups. The sub-groups are:

1. follow the direction set by the FAA,
2. explore the spirit of the problem, and
3. look at what else the group needs to know or investigate.

Each sub-group is being led by different members and each group is analyzing the best method to solve the question. The Task Group hopes to provide recommendations to the FAA by the June 2021 meeting.

The DAC eBook provides the official Task Group 9 update presentation slides:  
[https://www.faa.gov/uas/programs\\_partnerships/drone\\_advisory\\_committee/media/Public\\_eBook\\_FAA\\_02242021\\_Final.pdf](https://www.faa.gov/uas/programs_partnerships/drone_advisory_committee/media/Public_eBook_FAA_02242021_Final.pdf)

Following the presentation, there was a short Task Group 9 Update Discussion.

View the presentation and discussion (link is timestamped for Task Group 9 Update):  
[https://youtu.be/\\_2E\\_eWhE8hE?t=1686](https://youtu.be/_2E_eWhE8hE?t=1686)



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## DAC Operations and Technology Subcommittee Update

**Presenter:**

**Captain Houston Mills**

Captain Houston Mills presented on the DAC Operations and Technology (O & T) Subcommittee Update. Capt. Mills shared that all DAC members are automatically part of the subcommittee and that non-DAC members who would like to join the subcommittee will need to submit a resume and bio. All non-DAC members will also need to be vetted by Office of the Secretary of Transportation. Capt. Mills shared that as of the meeting, 21 non-DAC members have applied to join the subcommittee.

There was no discussion following the presentation.

View the presentation (link is timestamped for DAC (O & T) Subcommittee Update):

[https://youtu.be/\\_2E\\_eWhE8hE?t=2694](https://youtu.be/_2E_eWhE8hE?t=2694)

## New DAC Tasking – Gender Neutral Language

**Presenter:**

**Jay Merkle, Executive Director, UAS Integration Office**

Mr. Merkle, shared that the FAA is issuing a new tasking for the DAC. Mr. Merkle highlighted that the FAA is focused on promoting diversity and inclusion in the drone community. Aviation typically uses gender specific terms. There is a growing awareness of how language facilitates inclusion and creates a diverse environment. The FAA is interested in encouraging the use of gender neutral language in day-to-day language within the drone community. Mr. Merkle highlighted that there is recent trends on this topic with Congress adopting gender neutral language, businesses adopting the same measures, and international organizations also adopting this approach.

The tasking from the FAA requests that the DAC develop recommendations for gender neutral language as alternative to gender specific terms. The FAA also requests that the DAC take the lead to facilitate the adoption of gender neutral language throughout the drone community and provide recommendations that organizations across the industry and community can implement.

The DAC eBook provides the official New DAC Tasking presentation slides:

[https://www.faa.gov/uas/programs\\_partnerships/drone\\_advisory\\_committee/media/Public\\_eBook\\_FAA\\_02242021\\_Final.pdf](https://www.faa.gov/uas/programs_partnerships/drone_advisory_committee/media/Public_eBook_FAA_02242021_Final.pdf)

Following the presentation, there was a short discussion of this new tasking.



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After the conclusion of discussion, the DAC Chairman asked for a motion to approve the new tasking and assigning it to the standing subcommittee. The motion was approved; there were no objections.

View the presentation and discussion (link is timestamped for New DAC Tasking):

[https://youtu.be/\\_2E\\_eWhE8hE?t=2902](https://youtu.be/_2E_eWhE8hE?t=2902)

## New Business/Agenda Topics

The Chairman opened the floor to DAC members to bring up any new business topics or agenda topics. Dr. Jaiwon Shin, Mr. Kenji Sugahara, Mr. Jaz Banga, Ms. Seleta Reynolds, Capt. Houston Mills, and Mr. Bob Brock, presented new business items and agenda topics.

View the discussion (New Business/Agenda Topics):

[https://youtu.be/\\_2E\\_eWhE8hE?t=3633](https://youtu.be/_2E_eWhE8hE?t=3633)

## Closing Remarks and Adjourn

Mr. Merkle began his closing remarks by thanking all those who help make the DAC possible, welcoming the new DAC appointees, and thanking Mr. Chasen for his time as DAC Chair. Mr. Merkle shared that Mr. Chasen was the right person for the job and he brought with him the energy that the DAC needed. He then turned the floor over to the DAC Chair.

Mr. Chasen thanked the FAA and the DAC members for their effort in making this meeting happen. Mr. Chasen shared he was proud of the work that the DAC has done and wished everyone continued success.

After concluding his remarks, the Chairman asked for a motion to adjourn the meeting. The motion was approved and the meeting was adjourned.

View the closing remarks (Closing Remarks and Adjourn):

[https://youtu.be/\\_2E\\_eWhE8hE?t=4172](https://youtu.be/_2E_eWhE8hE?t=4172)



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## Appendix A: FAA Meeting Attendees

| Name                   | Title  | Org. |
|------------------------|--|------|
| 1. Jay Merkle          | Executive Director, UAS Integration Office                                       | FAA  |
| 2. Bradley Mims        | Deputy Administrator   | FAA  |
| 3. Angela Stubblefield | Chief of Staff   | FAA  |
| 4. Laurence Wildgoose  | Assistant Administrator, Office of Policy, International Affairs and Environment | FAA  |
| 5. Ali Bahrami         | Associate Administrator, Aviation Safety   | FAA  |
| 6. Teri Bristol        | Chief Operating Officer, Air Traffic Organization                                | FAA  |
| 7. Timothy Arel        | Deputy Chief Operating Officer, Air Traffic Organization                         | FAA  |
| 8. Mark Bury           | Acting Chief Counsel, Office of General Counsel                                  | FAA  |
| 9. Winsome Lenfert     | Acting Associate Administrator, Airports   | FAA  |
| 10. Claudio Manno      | Associate Administrator for Security and Hazardous Materials Safety              | FAA  |
| 11. Tonya Coultas      | Deputy Associate Administrator, Security and Hazardous Materials Safety          | FAA  |
| 12. Jeannie Shiffer    | Acting Assistant Administrator, Office of Communications                         | FAA  |
| 13. Mike Romanowski    | Director, Policy and Innovation Division   | FAA  |
| 14. Bruce DeCleene     | Director, Office of Safety Standards   | FAA  |
| 15. Bill Crozier       | Deputy Executive Director, UAS Integration Office                                | FAA  |
| 16. Gary Kolb          | UAS Stakeholder & Committee Officer, UAS Integration Office                      | FAA  |

| Confirmed FAA/DOT Observers |   |      |
|-----------------------------|---|------|
| Name                        | Title   | Org. |
| 1. Erik Amend               | Manager, Executive Office, UAS Integration Office                 | FAA  |
| 2. Leesa Papier             | Director, Office National Security Programs and Incident Response | FAA  |
| 3. Adrienne Vanek           | Director, International Division, UAS Integration Office          | FAA  |
| 4. Joe Morra                | Director, Safety and Integration Division                         | FAA  |
| 5. Katherine Inman          | Senior Attorney, Office of General Counsel                        | FAA  |
| 6. Elizabeth Forro          | Special Assistant, UAS Integration Office                         | FAA  |
| 7. Marcus Cunningham        | UAS Liaison, Aviation Safety Standards                            | FAA  |
| 8. Allison LePage           | Digital Communications Manager, Office of Communications          | FAA  |
| 9. Jessica Orquina          | Lead Communications Specialist, UAS Integration Office            | FAA  |
| 10. Khurram Abbas           | Communications Specialist, UAS Integration Office                 | FAA  |
| 11. Jennifer Riding         | Program Analyst, UAS Integration Office                           | FAA  |
| 12. Kristen Alsop           | Digital Communications Strategist                                 | FAA  |