

# Winter Board 2016

## 2016 Work Plan: ACI-NA Operations & Technical Affairs Committee

1. Regular Meeting Schedule
  - a. Spring Committee Conference/Airports@Work: April 18-21, Austin, Texas
    - i. Steering Group will meet April 18.
    - ii. 2 1/2 day educational program, April 19-21, including working group breakout sessions.
    - iii. Canadian Operations, Safety, and Technical Affairs (OSTA) Committee will be participating on April 19-20 and breaking into independent sessions April 21-22.
    - iv. ACI-NA is working with AAAE to add a jointly-sponsored Airport Safety Management System (SMS) Workshop at the conclusion of the event—April 21-22. Go/no-go decision is dependent on the timeline for FAA release of its Supplemental Notice of Proposed Rulemaking for Airport SMS.
  - b. Fall Committee Workshop and ACI-NA/World Annual Conference: September 24-28, Montréal, Québec
    - i. Return to a 2-day Committee Workshop on September 24-25
    - ii. Developing 2-3 sessions for the Annual Conference itself
    - iii. Steering group will meet October 3
2. Steering Group meetings
  - a. Spring: April 2016 in conjunction with Spring Conference
    - i. Review progress and membership of working groups
    - ii. Review progress of other committee initiatives
  - b. Fall: September 2016 in conjunction with Annual Conference
    - i. Committee leadership succession
    - ii. Nominate and elect new steering group members
    - iii. Teleconference access for members not able to attend in person
  - c. Monthly teleconferences all other months
3. Special Meetings, Seminars or Workshops
  - a. Airport Construction Strategy Summit
    - i. June 8-9 in Atlanta, Georgia
    - ii. Co-sponsored by the Airport Consultants Council and the Associated General Contractors of America
    - iii. As was the case in 2015, content will include discussions of construction risk management strategies, procurement practices, project quality assurance, and construction program management best practices.
  - b. Webinars
    - i. Hold 2-3 webinars on technical topics of interest to Committee membership.
    - ii. Hold additional webinars as needed to inform Committee members about key policy and regulatory actions.

4. Working Group Activities
  - a. Review and refine current work plans
  - b. Hold regularly scheduled (i.e., quarterly) Working Group teleconferences during which work plan progress and interim/final work products can be reviewed.
5. Other Technical Activities
  - a. Complete guidance materials suitable for distribution to member airports concerning apron safety.
  - b. Provide industry support during irregular operations events/system disruptions and serve as a conduit between member airports, the FAA, and flight operators for conveyance of time-critical operations and facility information.
  - c. Assist with the roll out of new winter operations requirements expected from FAA and Transport Canada, including development of an online training module for new runway condition reporting requirements.
  - d. Together with the Environmental Affairs Committee, provide input to the FAA, NavCanada, and flight operators regarding air traffic system modernization activities, priorities, and implementation issues via appropriate industry forums.
  - e. Support Airport Cooperative Research Program projects in the areas of planning, construction, operations, safety, and maintenance.
  - f. Continue working relationships with the International Facility Management Association (IFMA), including participating in the IFMA International Sustainable Asset Management Conference in Atlanta.
  - g. Review and comment on supplemental airport Safety Management System (SMS) rulemaking documents and associated guidance materials.
  - h. Provide input to the National Fire Protection Association (NFPA) regarding proposed changes to NFPA standards that affect airport rescue & firefighting facilities services, facilities, equipment and training.
  - i. Provide input to ACI World regarding proposed changes to International Civil Aviation Organization standards and recommended practices that affect aerodrome design standards, operations, and facilities.
  - j. Participate in ACI-NA's Unmanned Aerial Vehicle (UAV) Task Force.
6. Member Coordination
  - a. Communicate topics of interest to the Committee as necessary.
  - b. Continue to provide electronic collaboration and communication capabilities via the Ops/Tech Groupsite shared workspace.
  - c. Publish time-critical information regarding FAA and Transport Canada via e-mail notifications.
7. Liaisons with Other Committees
  - a. Actively coordinate with other key ACI-NA committees—including Environmental Affairs, Business Information Technology, Public Safety & Security, Finance, and Risk Management—as appropriate.
  - b. Coordinate “transnational” topics—including safety management system deployment, airport land use planning, and wildlife hazard management—between the U.S. and Canadian subcommittees.
  - c. Involve Insurance & Risk Management and Public Safety & Security committees in discussions of SMS and other airport safety initiatives.
  - d. Support ACI World Committees and work efforts including ACI's APEX Safety program, the Airport Collaborative Decision Making (A-CDM) initiative, and the

development of ACI World guidance regarding safety management systems and safety risk assessment.

- e. Coordinate with other committee staff liaison as appropriate.
- f. Committee leadership will seek to improve our collaboration and communication with other key industry stakeholders, particularly its counterparts on AAAE's Operations, Safety, and Planning (OSP) Committee. To this end ACI-NA Committee staff will continue their ongoing coordination activities with their staff counterparts at AAAE.