

2017 Work Plan: ACI-NA Operations & Technical Affairs Committee

1. Regular Meeting Schedule
 - a. Airports@Work: March 27-30, Las Vegas, Nevada
 - i. 2 1/2 day educational program, March 28-30, including working group breakout sessions.
 - ii. Canadian Operations, Safety, and Technical Affairs (OSTA) Committee will be participating on March 28-30 and breaking into independent sessions March 30-31.
 - b. Fall Committee Workshop and ACI-NA/World Annual Conference: September 16-17, Fort Worth, Texas
 - i. 2-day Committee Workshop on September 24-25
 - ii. Developing 1-2 sessions for the Annual Conference itself
2. Steering Group meetings
 - a. Spring: March 27 in conjunction with Spring Conference
 - i. Review progress and membership of working groups
 - ii. Review progress of other committee initiatives
 - iii. Begin work on strategic plan
 - b. Fall: September 16 in conjunction with Annual Conference
 - i. Committee leadership succession
 - ii. Nominate and elect new steering group members
 - iii. Finalize strategic plan
 - c. Monthly teleconferences all other months
 - d. Planning two strategic planning workshops/teleconferences for Summer 2017
3. Special Meetings, Seminars or Workshops
 - a. Airport Construction Strategy Summit
 - i. May 24-25 in Los Angeles, California
 - ii. Co-sponsored by the Airport Consultants Council and the Associated General Contractors of America
 - iii. Content will include discussions of construction risk management strategies, procurement practices, project quality assurance, and construction program management best practices.
 - b. Airport Safety Management Systems (SMS) Workshop
 - i. August 8-9 in Minneapolis, Minnesota
 - ii. Co-sponsored by AAAE
 - c. Airport Planning & NEPA Workshop
 - i. November 29-December 1 in Washington, DC
 - ii. Co-sponsored by ACC
 - d. 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. Strategic Planning Effort

- a. Committee leadership will be reviewing the strategic plan for the Committee. The goals of this review are:
 - i. Reaffirm, amend, or modify Committee mandate, vision and mission.
 - ii. Develop and establish key strategic objectives and priorities for short term and mid-term futures.
 - iii. Utilize Working Group structure to achieve relevant Committee objectives.
 - iv. Increase member value and participation.

The review will kick off at the Committee Steering Group's April 27 meeting and is expected to be completed with the Steering Group meets again on September 16.

5. Working Group Activities

- a. Complete high priority tasks Working Groups (WGs) selected in their Fall 2016 meetings. These tasks are as follows:
 - i. **Planning & Development:** White paper regarding the state of development and airport issues associated with automated/driverless ground vehicles
 - ii. **Construction & Project Delivery:** Update of the *ACI-NA/ACC/AGC Airport Operators Guide to Project Delivery Systems*
 - iii. **NextGen:** Update of the ACI-NA guidance document, *Airports' Role in the Development and Implementation of Performance Based Navigation (PBN) Flight Procedures*
 - iv. **Operations & Safety:** Provide information and educational opportunities in support of anticipated introduction of SMS requirements in the US in mid-2017.
 - v. **Facilities & Maintenance:** Investigate best practices for utility system management/resource conservation.
- b. Hold regularly scheduled (i.e., quarterly) Working Group teleconferences during which work plan progress and interim/final work products can be reviewed.

6. Other Technical Activities

- a. 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.
- b. In partnership with the FAA and airlines, establish formal roles for US and possibly Canadian airports in Collaborative Decision Making processes, including data sharing and direct participation in collaborative decision making activities.
- c. Work with FAA and Transport Canada to improve new runway condition reporting requirements and address current flight operator and airport operator concerns about the requirements that were released in the US in October 2016.
- 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. Provide assistance and training to airport operators in the US regarding airport SMS program implementation.
- g. 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.

- h. 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.
 - i. Participate in industry forums and task groups focusing on policies, procedures and issues associated with integrating unmanned aircraft systems into the US and Canada, including the FAA-established Drone Advisory Committee (DAC).
- 7. 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. Distribute time-critical information regarding FAA and Transport Canada activities via the Committee’s website and e-mail distribution list.
- 8. Liaisons with Other Committees
 - a. 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. 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.
 - d. Coordinate with other committee staff liaison as appropriate.
 - e. Continue to closely coordinate with the AAAE in areas of airport safety, airspace access/protection, UAS integration, and NextGen.