

Highlights of the Aviation Technical Subcommittee Meeting: July 23, 2009

1. Call to Order/Approval of May 28, 2009 Meeting Highlights

Chairman Tony Storck, MAA, chaired this meeting. The May 28, 2009 meeting highlights were approved as written.

2. Update on Aviation Policy Committee

Leah Boggs, COG/DEP, presented this item. Ms. Boggs briefed the Subcommittee on the recent COG Board of Directors action to update and enhance COG's environmental policy program. In June, the Board of Directors approved the following actions, as recommended by the Aviation Policy Committee:

- Retain the Aviation Policy Committee as currently constituted as a standing policy advisory committee to the COG Board of Directors through the end of calendar year 2009.
- At the outset of FY 2010 (July 1, 2009), the focus of the committee would be insuring a vibrant exchange of information with the regional community through conducting regular forums on important aviation policy issues. In addition, in cooperation with the Metropolitan Washington Airports Authority (MWAA), implement improvements to COG's aviation policy website and maintain this enhanced web presence on an ongoing basis.
- Beginning in January, 2010, to the extent that aviation policy matters require action by COG, these would be advanced through COG staff or Board members for consideration by the Board acting as a "Committee of the Whole" on aviation policy matters.
- Allocate COG local funds at ½ the level being provided during FY 2009 for FY 2010 to provide ongoing support for this initiative. Staff believes this funding level (\$43,368) will be adequate to carry out the revised aviation policy program.
- COG's Executive Director would evaluate the effectiveness of the new approach in approximately one year and report to the Board on appropriate refinements or other modifications that may be necessary to insure an effective aviation policy program at COG. This should include possible integration of aviation policy into the recently established Climate, Energy and Environment Policy Committee.

Tim Canan, COG/DTP, explained that coordination at the staff level between the Aviation Technical Subcommittee and the aviation policy program is expected to continue as it has all along.

3. 2009 Washington-Baltimore Regional Air Passenger Survey

Mr. Canan informed the Subcommittee that the RFP for the consultant support for the survey was currently being advertised. The pre-proposal conference was held Tuesday, July 21, and

representatives from several firms attended. The Subcommittee agreed on the following milestone dates for conducting the proposal evaluation/consultant selection process:

- Provide proposals and scoring sheets to selection committee members no later than COB Thursday, July 30.
- Selection committee members provide completed scoring sheets back to Abdul Mohammed, COG/TPB, by COB Wednesday, August 5, or as soon as possible thereafter.
- Staff will review scoring sheets and if there is consensus among selection committee members, Mr. Canan will advise members of consensus and provide a recommendation directly to COG purchasing officer. If there is not consensus, Mr. Canan will convene a meeting of the selection committee on Monday, August 10, at 10:30 AM.

Jeff Breeden, FAA WDO, informed the Subcommittee that he will not be participating in the consultant selection process since this project does not entail FAA funding.

Next, Mr. Canan distributed a current draft of the 2009 survey for each of the airports as well as a table that provided two options for one of the questions, which would replace the ticket purchase question from previous surveys. Clara Reschovsky, COG/TPB, and Mr. Mohammed reviewed the options, explaining the advantages/disadvantages of each. There was consensus to include Option A as the new question 4. These options were:

Question 4: Option A

Since your arrival at the airport, did you stop at any of the following?

(Please circle ALL that apply)

- a. Curbside agent for boarding pass
- b. Curbside agent for bag check
- c. E-ticket kiosk for boarding pass
- d. E-ticket kiosk for bag check
- e. Ticket agent in terminal for boarding pass
- f. Ticket agent in terminal for bag check
- g. None of the above

Question 4: Option B

How did you obtain your boarding pass?

(Please circle ONE answer)

- a. Before arriving at airport
- b. Curbside agent
- c. E-ticket kiosk
- d. Ticket agent in terminal

Mr. Mohammed reminded the Subcommittee of the proposed survey dates and once again underscored the need to coordinate with the airline managers as part of this process to ensure the survey is conducted efficiently and effectively at the departure gates.

4. Washington-Baltimore Regional Ground Access Forecast Update

Abdul Mohammed, COG/DTP, presented this item and distributed a final report containing revised forecasts based on Round 7.2 cooperative forecasts. Mr. Canan explained that one of the key differences in this final report, compared to the draft that was presented in January, is that the employment data for some of the jurisdictions in the air system planning area undergo CTPP-based adjustments to account for definitional differences in employment. This resulted in overall lower employment numbers for the air system planning region, compared to those included in the earlier draft. Mr. Mohammed then explained that following this meeting, the final report will be posted on the COG website for public access and download.

5. Ground Access Element Update

Mr. Canan informed the Subcommittee that staff is currently identifying existing and planned ground access facilities and programs to be included in the “supply analysis” of the Ground Access Element Update (GAEU). Staff expects to have a draft for the Subcommittee to review at its September meeting.

Mr. Hackett, MWAA, asked if the next CLRP cycle will be informed by this forthcoming GAEU cycle. Staff indicated that it would.

6. Status Update on the CASP Program

Mr. Canan briefed the Subcommittee on the status of recently completed and open CASP grants, as well as the status of the ongoing development of the Airport Capital Improvement Program (ACIP). He mentioned that staff recently met with Mr. Breeden, FAA-WADO, to review anticipated funding levels and to discuss the program management items associated with each of the CASP grants. He expects to meet with FAA before the next Subcommittee meeting to prepare a revised ACIP that will reflect lower anticipated funding levels in the future. Mr. Canan stated that he currently believed that there will still be sufficient funding available to fund the core projects of the CASP planning cycle, but other special studies conducted periodically may not be fully funded. Nevertheless, he explained that FAA stated that although anticipated funding levels are currently lower, this is subject to change.

7. Regional Airport, Airline and Aviation Industry New Group Discussion

Mr. Hackett reported that the number of flights and concession sales are down at both DCA and IAD, and overall revenue has decreased as a consequence.

Mr. Storck reported that Terminal Area Forecasts (TAFs) for BWI are still valid over the long-term. Mr. Breeden (FAA) reported that FAA is currently reviewing TAFs and they appear to be generally down from earlier forecasts.

Finally, Mr. Hackett reported that MWAA will officially assume responsibilities for all of the Dulles Toll Road on October 1. It is anticipated that a process will commence to increase tolls on the facility to support bond obligations. Construction on the rail-to-Dulles project is expected to commence around the same time.

8. Other Business

The next Aviation Technical Subcommittee meeting is scheduled for Thursday, September 24, 2009 at MWCOG/TPB offices: 777 North Capitol Street, NE, Washington, DC.

**Aviation Technical Subcommittee
July 23, 2009 Meeting Attendance**

Attendance

Name	Agency / Organization	E-mail Address	Phone Number
Tony Storck	MAA	tstorck@bwairport.com	(410) 859-7590
Michael Hackett	MWAA	Michael.hackett@mwaa.com	(703) 417-8164
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Jeff Breeden	FAA	Jeffrey.Breeden@faa.gov	(703) 661-1365
Tim Canan	COG/TPB	tcanan@mwkog.org	(202) 962-3488
Abdul Mohammed	COG/TPB	abdul@mwkog.org	(202) 962-3370
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Leah Boggs	COG/DEP	lboggs.@mwkog.org	(202) 962-3336