



Aviation Technical Subcommittee Highlights of the November 21, 2019 meeting

Meeting Participants:

- Kevin Clarke (MAA)
- Mark Rawlings (DDOT)
- Mike Hewitt (MWA)
- Keith Meurlin (WATF)

TPB Staff:

- Tim Canan
- Arianna Koudounas
- Abdul Mohammed
- Ken Joh

1. WELCOME, INTRODUCTIONS, AND APPROVAL OF HIGHLIGHTS FROM PREVIOUS MEETING (SEPTEMBER 26, 2019)

The meeting was called to order by Mr. Clarke at 10:30 A.M. The highlights of the previous meeting were approved.

2. STAFF ANNOUNCEMENTS

Mr. Canan updated the subcommittee with general announcements related to the TPB's air systems planning program, including CASP 34 and the upcoming Air Passenger Survey Response Rate Study.

3. 2020 AVIATION TECHNICAL SUBCOMMITTEE CHAIR DISCUSSION

Ms. Koudounas led the subcommittee in congratulating Mr. Hewitt on his role as the 2020 Aviation Technical Subcommittee Chair.

4. PROPOSED 2020 AVIATION TECHNICAL SUBCOMMITTEE SCHEDULE

Ms. Koudounas led the subcommittee in finalizing the 2020 Aviation Technical Subcommittee meeting schedule:

- January 23 (later rescheduled to January 31)
- March 26
- May 21
- July 23
- September 24
- November 19

As part of this discussion, staff suggested that the Subcommittee consider meeting at various airport locations at times during the coming year. Subcommittee members agreed this was a good idea.

5. 2019 WASHINGTON-BALTIMORE REGIONAL AIR PASSENGER SURVEY UPDATE

Mr. Mohammed and Ms. Koudounas led the subcommittee in a discussion regarding the preliminary results, lessons learned, and next steps for the 2019 Washington-Baltimore Regional Air Passenger Survey.

One of the key lessons learned was that, while it was extremely helpful to get access to the OAG early in the process, data from the OAG should be pulled closer to the survey start date to ensure flights included in the survey sample are still scheduled.

Subcommittee members discussed way to help bolster participation, including have MAAA or MAA personnel on hand early in the survey to ensure gate agents can receive official confirmation when there are questions. It may also be helpful to consider placing signs that a survey is being conducted to help inform both passengers and airline/airport personnel located at the gate area where the survey is being conducted.

6. COMPREHENSIVE WASHINGTON-BALTIMORE REGIONAL AIR SYSTEM PLAN UPDATE

Ms. Koudounas updated the subcommittee on the progress made in Phases 2 and 3 of the comprehensive RASP Update. There was no discussion.

7. ROUNDTABLE DISCUSSION

Subcommittee members shared their respective current activities of interest. This included the following:

- **BWI**
 - Major construction including a concourse extension that will result in 5 additional Southwest Airlines gates
 - A new 200 square-foot e-commerce cargo facility for Amazon
 - Anticipation for construction on a new Southwest Airlines maintenance facility
- **DCA**
 - MAAA has begun researching locations for new TNC staging area
- **IAD**
 - New parking curb for TNCs is nearly complete

8. OTHER BUSINESS

There was no other business to discuss.

9. ADJOURN

The meeting was adjourned at 12:00 P.M. The next subcommittee meeting was scheduled for Thursday, January 23, 2020 (which was later rescheduled to Friday, January 31).