



## **AOWG Meeting**

**Date:** August 8<sup>th</sup>, 2014

**Time:** 10:45am

**Location:** Burgess Boardroom

## **August 8<sup>th</sup>, 2014 MEETING MINUTES**

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### **Discussion:**

#### **Operations**

DAO

- Please welcomed Robert H Withers as the New Air Operations Manager (LB)
- Work continuing on Southern Perimeter Road (WB)
- Boat slip highlighted as being opposite of Taxiway Echo. (WB)
- BFRS Boat best position in BFRS and trailered wherever for the sake of response time instead of looking for housing on the finger for storage. (GR)
- Latest Lightning Strike (August 7<sup>th</sup>) knocked out ILS, Localizer, DME, Wind Sensor, a number of Taxiway lights between H & J and ADO shout line (MB)

#### **Airline Schedules**

Airlines

- Most Notable Change in Arrivals is the American #1325 ETA 10:29am (LB)

#### **F.O.D**

DAO/LB

- Part 2 of the equipment lay down area cleanup involves moving the old carts to Renaissance's garage or to the dump. DAO is working with Renaissance on a timeline (NF)
- FOD Walk to be held at Cargo Shed involving Cedar Aviation and Customs (LB)

#### **Safety & Quality**

- New Fire Extinguishers placed on Gates 7,6,5,4,3 (LB)
- A Follow up is needed on the small DPT with (Louis Paytner of BAS-Serco) to back up the new DPT. (LB)
- New Baggage Reconciliation system to be implemented (JH)

- The need for Duty officers to communicate via Radios instead of cellphones is something Ground Handlers feel is important when busy and in immediate need to reach ADO. (NF)

### **Security**

DAO/JP Absent from the meeting - LB

- Reiterated no back packs to be worn in or around aircraft (*Email sent out by J. Pitcher Aug 6th<sup>h</sup>, 2014*) (DAO)
  - Reiterate the policy of no electronic devices to be used on the apron unless by supervisors, managers, etc. (DAO) Reference AOM
  - J.Pitcher of DAO to look into putting a symbol on RAPS to indicate cellphone privileges (LB)
  - A clear and concise directive needs to be issued from DAO.
    - Directives will reference process when offence is observed and actions as noted in approved manual
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