



AOWG/AVSEC Meeting

Date: September 9th, 2016

Time: 9:30am

Location: Burgess Boardroom

MEETING MINUTES

Discussion:

Operations

DAO

▪ Airport Project Updates

- The repair on Apron 1 was completed August 12th
- VSSP Part II Project involving airfield lighting and electrical work kicked off with Apron 4 Mast lighting worked scheduled for November 2016

Airline Schedules

Airlines

- Winter Schedule Meeting was set for September 26th after meeting in AOC
- Scheduled confirmed to have no conflicts

F.O.D

DAO/LB

- Using FOD Containers Effectively is the first step to effectively identifying FOD and showing trends.
- Bins near gates labeled as FOD are only to be used for items found on the Apron SURFACE and not to be used to discard disposable trash.

Safety & Quality

All Parties

- **Open Forum**
- **Reminder to all that Safety Updates / Concerns should be submitted to DAO Safety and Quality Manager**

DAO/SN

Security

- New Ambulance Protocols to be issued
 - Changes will include no more ambulance clearance for commercial passengers.
- ATB Terminal Fire Plan (nomination of fire wardens/Fire Marshalls, Etc.)
- New Application Forms
 - Review and issuance of new RAP forms will be available October
 - Incorrect names and initials instead of full name spelled out are some reasons for vetting being a lengthy process.
- TSA Visit Review
 - Waiting for Report from TSA (expected delivery Nov.)

Next Meeting will be October 14th, 2016