



# Minutes of the NOAA Aviation Safety Board Meeting 13:00 (EDT) April 30, 2009



## **Membership Required by Charter:**

Chairperson: NOAA Aviation Safety Program Manager

Voting Members:

- Chairperson
- Aircraft Operations Center (AOC)
- NOAA Safety Office
- NMFS
- NOS
- NWS
- OAR
- NESDIS

Observers:

- NOAA General Counsel (GC)
- NOAA Acquisitions and Grants Office (AGO)
- NOAA Workforce Management Office (WFM)
- NOAA Program Planning and Integration (PPI)

## **Board Members/Observers present:**

- Jim Kelley, Aviation Safety Program Manager (Chairperson)
- CAPT Harris Halverson, OAR
- CDR Erick Berkowitz, NOS

## **Board Members/Observers in Teleconference:**

- CDR Jeff Hagan, AOC
- David Meek, NWS
- Jay Kennedy, NMFS
- Joel Curtis, NWS

## **Board Members/Observers absent:**

- NESDIS
- GC
- AGO
- WFM
- PPI

Additional Non-voting members Present:

- Terry Brisbin, NWS
- Jon Dixon, OMAO ALSE Tech contractor

## **Minutes of the NOAA Aviation Safety Board Meeting April 30, 2009**

Jim Kelley welcomed the members and opened the ASB meeting at 13:10 EDT with a roll call.

Agenda Items discussed:

1. New faces at OMAO were introduced and biographies for Dave Moroney, new OMAO Deputy Director and George Borlase, new Chief, Safety and Environmental Compliance Division [my boss] were sent to all members. George stopped by to introduce himself.
2. CDR Eric Berkowitz has replaced CDR Mike Weaver on our board for NOS. Welcome Eric.
3. The Charter – Terms of Reference [TOR] for the ASB was introduced and is available on our Aviation Safety website.



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4. Our NAO has cleared PA&E, Kevin Amos with some configuration changes and is with the CAO's technical writer. There is currently an ongoing NOAA wide NAO review and update. One of the key elements of this effort is to strip out all procedures and instructions from NAO's and focus them on policy. Our NAO is fine in this respect. Procedures and instructions are being placed in Handbooks supporting the NAO. The reason behind this is that a Handbook of procedures and instructions can be updated without all of the work required to update a NAO. Our NAO exhibit is migrating to a handbook variant.

5. The annual grunt work of requesting, finding and collecting ALSE inspection, maintenance and shipping funds is underway. In April, Jon Dixon sent an initial request to all users that gained attention at the CFO levels. We currently have a draft letter waiting for the OMAO CFO to share with his CFO colleagues to establish the necessary protocols for fund transfers. Hopefully, in the future, this can be initiated at the beginning of the FY as a matter of routine so the bulk of inspections can be migrated into the "low tempo season" and be available during "high season". The annual quest for these funds consumes an inordinate amount of time and energy. Though the total cost is minor, the consequences of having ALSE out of service needs to be addressed at a higher level.

6. LCDR Nancy Ash is getting out of the Egress and Survival Training routine. ☹ During the AOC Aviation Seminar in December Jim met with Nancy, Capt Taggart and a sizable number of Training and Operations Aviators for a brainstorming session. Many options were considered. The best option is asking Jon Dixon if he would consider expanding his responsibilities to include the Egress and Survival Training task – using the FAA, CAMI instructors as before. The concept is for classes to be convened no more frequently than quarterly in the location indicating the highest demand. Jon and the CAMI instructors will operate on Invitational Orders from the hosting LOs. Jim is writing a new SOW to include this added task in the ALSE Tech contract.

7. RADM Bailey offered to grant waivers for NOS and NWS employees to accept an invitation from British Petroleum [BP] to conduct Hurricane Preparedness briefings aboard the Thunder Horse Platform. This is a unique situation because BP invited these individuals to travel as guests aboard their chartered helicopters [PHI, Inc.]. Thunder Horse is about 150 nm south of New Orleans and PHI is not on the DoI list. Upon checking with BP Operations, PHI, and DoI we are satisfied by the higher level of safety standards maintained by BP and PHI. Terry Brisbin [NWS] was instrumental in finding the contacts and helping connect the dots to make this happen.

8. David Meek and others expressed a desire to unify and quantify the various flight time reporting forms. Flight hour usage is of special interest to the higher echelon folks in the LOs, downtown and to the Fleet Allocation Council. Currently, NWS has an MOU with the Civil Air Patrol [CAP] for quick reaction assessments. Our CAS and guest/ride moocher activities are required to report flight activities via NOAA Forms 56-56 and 56-66 [and still, we are not capturing all the activity]. None of these forms are found in the same location and reporting requirements within the forms is quite vague. David and others have expressed frustration with the lack of reporting cohesiveness. Finding a simpler, less redundant process will relieve burdens and perhaps gain additional data.

Someone with the time, energy, capacity, willingness to deal with the bureaucracy and connections is welcome to tackle this one..

9. The next ASB meeting is TBD and will be posted on the Aviation Safety website. This meeting was adjourned at 14:20.