

City of Lawrence

Aviation Advisory Board Meeting

August 20, 2015 Minutes

MEMBERS PRESENT: Dan Born, Jonathan Becker, Richard Haig, Gary Knudsen, Jeff Long, and Cheri Thompson

MEMBERS ABSENT: Anthony Perez

STAFF PRESENT: Charles Soules

PUBLIC PRESENT: Rick Bryant, David Hadel, Karen Kellogg, Larry Kellogg, Stan Sneegas, Bob Newton, Ron Renz, Lloyd Hetrick, and Terri Smith

I. Call to Order:

Richard Haig called the meeting to order at 6:39 PM.

II. Emergency Management / Terri Smith:

Terri Smith gave a presentation on the tabletop and drill workshops on the emergency exercise. She reported on the multi-jurisdictional groups and organizations.

First day spent on introducing the various organizations. Second day played out the emergency management exercise with a specific scenario. Everyone looked at plans – emergency management, law enforcement, health and others. Afterwards reviewed strengths and weaknesses. Lack of plans were addressed, discussion of response and recovery issues with multiple organizations.

Evaluation of exercise reviewed programs and weaknesses. Overall, behavior health program, direct radio communications, joint information program and utilizing incident command programs were strong. Areas for improvement included communication, lack of written plan of notification ICS responsibility and emergency operations procedures and identifying those agencies that needed to be notified.

Airport needs to develop program for communication when an emergency hazmat incident occurs. Personnel are drafting plan. Then we need to train airport personnel. Conduct notification drill, and protocols outlining roles and responsibilities of each agency and the FAA.

As it stands right now, no emergency contact information for airport for normal and after hours.

The Board has to draw up the plan for contact notification and notification of all stakeholders, and then do the training and establishing protocol.

The presentation reviewed timelines and deadlines for the emergency management plan. Richard Haig passed around an inventory of the thirteen buildings, excluding T-Hangers on the airport. There was a concern expressed about notifying the FAA and NTSB. The FAA has one number and it will notify NTSB. It was discussed that the plan may have to have 2-3 strings of protocols to deal with aviation and non-aviation incidents and variants that may be impacted by military incident. The emergency plan should also not be limited to

an incident at the airport, but could also be used for an off-airport aviation incident.

III. The Previous Meetings' Minutes:

Jeff Long moved and Cheri Thompson seconded a motion approving the prior meeting of June 3, 2015. The motion passed unanimously.

IV. Airport Manager's Report:

A. Project Updates

1. REILS – Rick Bryant reported the FAA Flight Check still needs to be done. Flight Check paid for and simply needs to be scheduled
2. Environmental Assessment – The draft assessment is complete and available. June 17, 2015 hearing was held and no one, including the person who demanded the open hearing, appeared. Final Comments are back from Central Region with some minor changes that will be incorporated into the Final Assessment.
3. West Apron Repair - Chuck Soules reported the apron is torn up and the drain is in and tied to box culvert. Curb and gutter should begin pouring tomorrow.

V. FBO Report:

Lloyd Hetrick was absent from meeting, but it was reported rust was found in one of early lines from fuel tank. This rust was found during a routine inspection and was before the triple filters. It is being monitored and there are some proposals about replacing galvanized lines.

VI. Emergency Management Follow-up:

Richard Haig reported he got all the addresses for the buildings, need to add common names and add the contracts. Need to number building with reflective paint and provide inventory of planes, and if anyone has a ballistic parachute with explosives.

The next meeting regarding the emergency plan needs to be informal with public input and not more than 3 board members to avoid open meeting act. The Board needs to get Life-Star involved in planning to deal with the double incident situation where there is an incident on the field and Life-Star also needs to respond to a contemporaneous incident requiring its services at another location. The Board needs to get questionnaires to tenants re: inventory, contact person and phone numbers.

VII. Painting:

There is some painting that will need to be done and we need volunteers. Cheri Thompson to check with the 99's to see if they may volunteer.

VIII. Wildlife Fence:

It was reported the next step is selection of consultant. Chuck Soules reported that the \$100,000 City match was approved in 2016 budget.. Cheri Thompson

talked about new wildlife management techniques. There were more reports from pilots of narrowly missing two deer, fox and coyote in the last month.

IX. Skydiving Operations:

Chuck Soules reported six requests for skydiving ops. City response was a cover email with City letter to FAA requesting guidance.

X. Adjournment:

There being no further business, the meeting adjourned at 8:26 p.m.

Next Meeting time is 6:30 pm on Wednesday, September 23, 2015, in the Richardson Memorial Pilots' Lounge at the Lawrence Municipal Airport Terminal Building.