

**Airline Dispatchers Federation  
2015 Fall Business Meeting  
October 13, 2015  
Atlanta, Georgia**

**1. Call to Order**

- ADF Executive Secretary Patrick Boyle called the meeting to order at 1315 local. At this time he handed the floor to ADF President Joseph Miceli

**2. Introductions**

- Introductions went around the room for new attendees

**3. Meeting Minutes from Previous Board Meeting (ORD 7/25/15)**

- Meeting minutes from the 2015 Summer Business Meeting were sent around the room for final viewing before approval.

**4. Officers Reports**

**a. Opening Remarks/Nomination of ADF Board (President/Treasurer per bylaws)**

- Joe thanked Catherine Jackson for setting up this year's summit.
  - Catherine had several clarifications to report.
    - There are two new sponsors this year.
    - Catherine passed around the floor a proposed research project. The board will need to discuss before presenting it to the membership.
    - Working on 2016 Summit in Las Vegas. Looking for affordable options.
    - On the ADF Website, a clarification that the cost charged after the registration date is not a late fee but a registration fee. Before the registration end date, members registration fee is waved.
- Nominations and election of board members,
  - Joseph Miceli has been nominated for ADF President
  - Michael Timpe has been nominated for ADF Executive Treasure
    - Both ran unopposed and were elected upon acclamation.

**b. Presidents Report**

- ACT CRM ARC
  - Joseph and John Schwoyer gave a brief update on the history of the ARC.
  - Meetings are ongoing
  - Working on streamlining CRM for Pilots, Dispatchers and Flight Attendants.
  - The ADF has made it clear that dispatchers must retain operation control.
  - A questionnaire from the meeting was sent around the room.

## President's report continued

- Dispatch had a great response.
- John gave additional information about the questionnaire.
- Friends and Partners in Aviation Weather
  - Joseph will attend with Jake Zelman at the NBAA Conference in November.
  - Joe gave a history about the meeting
- Dispatch Workload
  - Joe asked the group to see if a dispatch workload study needs to be conducted.
    - Most agreed that the dispatcher's workload is increasing and is now becoming a problem.
    - The study would need to look on how to solve the dispatchers increasing workload.
    - Norm Joseph advised to be cautious on the approach, as the ADF is not a labor organization.
    - The ATC controllers have algorithms on their workload. Could this be converted to the dispatch office?
    - NASA has completed studies concerning workload and atomization errors.
    - The group agreed that this would need to be a source document.
    - The findings should be brought to the FAA not industry.
    - NASA Ames runs the ASRS for ASAP/DSAP. Maybe some of the findings could help improve workload and work environment for dispatchers.
    - Larry Merchant agreed to be the lead on this project.
      - Will look at economic analysis
      - FAA has economist this could help with costs. Safety is still the number one concern.
      - Debbie Kowalewski can work with NASA Ames.
      - Paul New from PAFCA International agreed this needs to be completed.
- Video Project
  - Working with a new vendor.
  - Still in need of B-Roll film from the airlines.
  - Michele has talked with DAL management and Paul New will continue.
  - Joe has the script ready.

### **c. Executive Vice Presidents Report**

- John gave an addition update on the ACT ARC
- John gave an update in the NACSC.
- John gave an update on the training survey and led a discussion about it.
- John started a discussion on the dispatch scholarships.

### **EVP Report continued**

- JPDO is still on stand down. Communications between the group remain open.

#### **d. ADF Logo Redesign**

- Joe thanked the group for those that helped with the logo redesign.
- Joe led a discussion about new ADF shirts.
  - Cost for average quality shirts plus shipping is \$25.00
  - Cost for high quality shirts plus shipping is \$35.00
  - The group was all in favor of keeping the Airline Dispatchers Federation lettering on the shirt.
  - A portion of the proceeds will go to the ADF Scholarship.
  - A portion of the proceeds will also go to veterans groups.

#### **e. ADF's Meeting Involvement (Old/New)**

- No new additional meetings to report.

#### **f. Treasurer's Report, ADF Financials**

- Mike advised that the financials are on budget.
- The summit will make positive income this year.
- Financials are available upon request.
- Hawaiian Airlines has joined. This adds an additional 42 members.

#### **g. Secretary's Report, ORD Meeting Minutes Approval**

- Patrick attended the ATPAC meeting at NASA Ames.
  - No major issues to report.
  - October meeting was canceled due to timing for several members.
- Flight Object Work Group (FOWG) is on stand down.
- Attended an industry meeting on ADS-B
  - This was an update on what has happened with the Equip 2020 group and what needs to be done.
  - Dispatcher workload will increase, as they will be required to complete a RAIM check for the entire route of flight within domestic airspace.
  - Things that need further work on:
    - Will the RAIM check need to be done on each route when working with CTOP?
    - Currently they have no plan if the flight transits through Canada.
    - Currently they have no plan if the flight begins in an international city.
    - How would a dispatcher know what type of ADS-B is equipped on their aircraft?
  - All in attendance agreed to keep communications ongoing.

Secretary's report continued

- Motion to accept meeting minutes from the 2015 Summer Meeting with corrections
  - Matt Berg
  - Second to the motion by John Schwoyer.
  - The floor carried the motion.

**h. Directors/VP Reports**

- **Larry Merchant**
  - RTCA NEXTGEN
    - Multiple runway Ops to reduce congestion.
    - Wake Turbulence RECAT
    - SWIMM in CLE
    - DATACOMM needs to be fixed at KHOU
    - Fix has been completed at KIAH and KSLC.
    - 42 airports now have DATACOMM.
  - INFOShare
    - New Philosophy.
    - Find the problem, then fix it.
    - Must have an audit process
    - ASAP. University of Texas ASAP study identified for 10 years.
    - Working to reduce this to 90 days in conjunction with FOQUA data.
    - Advanced training needs to be changed to the base month.
    - Spirit incident and the roll of the dispatcher
    - View of A/C Radar to ASD.
    - Next meeting in April.
    - Concern for safety team email.
    - 2 representatives to be determined for attendees.
- Brian Brown
  - ACT CRM WG
    - Where they left off in DC.
    - First recommendation is to better define those who are administering training of CRM.
- Debbie Kowalewski
  - Working on setting up Hawaiian Air dispatchers
  - Asked about the website re-design if there will be new functionality.
  - New class of dispatchers starting in November.

## VP/Directors report continued

- Michele Betcher
  - ARAC
    - ATP certification to be released soon.
    - SME board already qualified and fixed errors.
  - New push for helicopter dispatch with operational control and flight following.
  
- Andrew Bagley
  - Setting up Dispatch Bingo for this year's summit.
  - New ADF T-Shirts
  - Proposal at Jeppesen for dispatch scholarship.
    - They are exploring on line, six week course, night classes.
    - This will be a fully paid scholarship.
    - Scheffield my want to offer a scholarship
  - Web support – Polling and voting option for the website to serve functionality. Two week timeframe to complete.
    - Cost of this design to be done by the executive board.
  
- Jake Zelman
  - Gave an update on the website work, Video Project, Facebook and Facebook.
  
- Matt Berg
  - January 9, 2016 meeting in LAX will be near the airport.
  - March will be on the 21-23 in conjunction with NATCA CFS.
  - July 23. Working on DFW
  
- Paul Viola
  - 2 classes of 15 dispatchers starting
  - DAL is considering offering retirement packages
  - Potential for an additional 15 dispatchers.
  
- Raj Singh
  - Joe Miceli read Raj's report.
  - All information in his reports must remain confidential due to security issues.

### **i. 2015 Summit Discussion**

- The group discussed what is to transpire at this years summit.

**j. 2016 Meeting dates/Locations**

- **Winter – January 9 / LAX**
- **Spring – March 21-23 / LAS (in conjunction with NATCA CFS)**
- **Summer – July 23 / DFW**
- **Fall/Summit – LAS October 11-13 (October 4-6 as a back up)**

**k. Other Business**

- Several individuals are emailing everyone and anyone who will listen to get dispatchers into KCM. Security document 1542.421 does not list dispatch. This approach could cause issues for dispatchers already in CASS.
- These individuals have been asked to stop their approach at this time.

**5. Motion to Adjourn**

- Motion by Matt Berg
- Second to the motion by Jake Zelman.
- The floor carried the motion.

**In attendance (\* denotes a quorum was met)**

\*Joseph Miceli / ADF President – United Airlines

\*John Schwoyer / ADF Exec VP – American Airlines

\*Mike Timpe / ADF Exec Treasurer – Horizon Air

\*Patrick Boyle / ADF Exec Secretary – United Airlines

\*Catherine Jackson / ADF VP of Corporate/Industry Affairs – Southwest

\*Debbie Kowalewski / ADF VP of Membership – United Airlines

Michele Betcher / ADF VP of Aviation Rule Making – Delta

Jake Zelman / ADF VP of Technology – Southwest

Andrew Bagley / ADF VP of Media – Southwest

Larry Merchant / ADF VP of Industry Relations – Southwest

\*Matt Berg / ADF VP of International Relations – United

Brian Brown / ADF ACT ARC WG Rep - Southwest

\*Paul Viola / PAFCA-DAL

Paul New / PAFCA International