

**Airline Dispatchers Federation
2015 Winter Business Meeting
January 9, 2016
Los Angeles, CA**

1. Call To Order

- ADF Executive Secretary Patrick Boyle called the meeting to order at 1300 local. At this time he handed the floor over to ADF President Joseph Miceli.

2. Roll Call

- Introductions of who were all in attendance.
- Members unable to attend:
 - Matt Berg – Illness
 - Raj Singh – Meeting in Washington DC
 - Phil Brooks - Vacation

3. Meeting Minutes from previous Board Meeting (ATL OCT 11,2015)

- The meeting minutes from the previous board meeting were handed around the room for final viewing before approval.

4. Officer Reports

a. Opening Remarks/Nomination ADF Board – Executive VP/Secretary (per bylaws)

- Joe thanked all who were able to attend the meeting.
- Joe thanked Matt Berg for setting up the location for the group.
- Nominations for ADF Executive VP/Secretary
 - Joseph Miceli nominated John Schwoyer for ADF Executive VP
 - John accepted the nomination
 - Joseph Miceli nominated Patrick Boyle for ADF Executive Secretary
 - Patrick accepted the nomination
 - Nominations remain open until the beginning of the Fall 2016 Business Meeting.
 - Nominations can be made in person or in writing.

b. Presidents Reports (2015 Organization Review, ACT CRM ARC, Video project)

- 2015 Organization Review
 - Implemented Bylaw changed for when a board member leaves the organization.
 - New ADF Logo
 - Web site was given a redesign and updates to the backend systems.
 - The organization continues to grow stronger with more members and airlines joining.
 - This growth has caught the eye of the aviation community.
- ACT CRM ARC
 - Changes have been implemented in the Proposed Rule Making that state “Aircraft Dispatcher”.
 - The current draft of the Proposed Rule Making was passed around the floor.
 - Proposed Rule Making encompasses CRM for Dispatch, Flight Ops and In-flight.
 - The group discussed what they do at their own carriers.
 - The group discussed what has transpired within the ACT CRM ARC.
 - John Schwoyer added and expanded information on what has transpired at the meeting he has attended (both CRM and FPM) ensuring Dispatch input and inclusion.
- FPAW (Friends and Partners in Aviation Weather)
 - Joe passed around the agenda from the last meeting.
 - The group wants real time tools for Solar Radiation when it comes to polar operations.
 - The group also wants flight planning systems to account for Solar Weather.

Presidents Report continued

- The group is also working on how to send up automated braking action reporting to the next landing aircraft.
 - Video project
 - Joe passed around a draft script for the video.
 - Production will be re-started in February with a new vendor, as the previous vendor was unable to complete.
 - Catherine Jackson asked if the video has any value to the organization.
 - Yes there are multiple groups in the training element and government who would like something from our group.
 - The group discussed the pros and cons of continuing the project and if there is a possible avenue for collaboration with the FAA.
 - It comes down to ownership rites. We would rather keep the ownership with the ADF.
 - The group agreed to look at the current proposed script and make changes via e-mail communications.
 - The group proposed to set up a committee to work up a re-write.
 - The group was in favor of this.
 - Those who will be on the script committee are:
 - Debbie Kowalewski
 - Jake Zelman
 - Andrew Bagley
 - NATCA CFS
 - March 21-23 2016 in Las Vegas
 - The ADF Spring Business Meeting will be on the 21st.
 - The ADF has been invited and asked if opening becomes available to speak to group in breakout session or on panel.
 - NTSB AS301 class
 - April 28-29
 - The NTSB has asked the ADF to attend and speak at this class.
- c. **Executive Vice Presidents Report (NACSC-NextGen)**
- John asked that when information comes from meetings the ADF attends to please keep it confidential until it has been officially been published by that group.
 - Attending meeting for both CRM and FPM (Flight Path Management) {briefed with Presidents report}.
 - RTCA NextGen
 - Still Working with the group.
 - The ADF has strengthened its alliance with NATCA.
 - John personally thanked Catherine Jackson for starting this relationship.
 - John will be attending the NBAA Schedulers and Dispatchers conference in late January to present a scholarship that was donated on behalf of the ADF.
 - The group discussed other options for additional scholarships.
 - The current scholarship committee will draft and send letters to all dispatch schools soliciting for scholarships.
- d. **ADF's Meeting involvement (New/Old)**
- Currently there are no old or new meeting involvements at this time.
- e. **Treasurer, ADF Financials**
- ADF finances are on budget
 - ADF financials are available in writing to the ADF President and Treasurer
 - Paid Memberships:

- 1608 regular members
- 1 international member
- 9 retired members
- 22 student members

f. Secretary's Reports, ATL Meeting Minutes Approval

- Patrick will be attending the ATPAC meeting on February 23 and 24 in Washington DC.
- No other meetings have been attended.
- Fall Business Meeting Minutes Approval
 - Motion to accept by Michele Betcher
 - Second to the motion by Debbie Kowalewski
 - The floor carried the motion.

g. Directors Reports

- Andrew Bagley – Publications and Media
 - Thanked the group for their continued work.
 - Winter newsletter draft was sent out for approval.
 - Looking for point of contacts at each dispatch office to help solicit for articles
 - T-Shirts
 - Asked the group if we should have a yearly summit t-shirt.
 - The group liked the idea.
 - Catherine asked if it is possible to set up an order form while the individuals are registering.
 - Jake responded yes it is possible.
 - Michele asked if we should have shirts made up that state “Board Member”
 - Will report to the Executive Board pricing before moving forward.
- Paul New – PAFCA International
 - All quiet at this time.
 - 820 PAFCA members
- Paul Viola – PAFCA DAL Delegate
 - 207 PAFCA DAL members
- Kevin Thompson – PAFCA DAL President
 - No issues to report.
- Brian Brown – SWA Delegate / ACT CRM ARC delegate
 - Southwest has paid their yearly dues

h. VP Reports

- Catherine Jackson – VP of Corporate/Industry Relations
 - Visited with our vendor RussBassett due to their continued strong sponsorship of the ADF.
- Debbie Kowalewski – VP of Membership
 - Working with Jake to help update the delegate functions.
 - United Airlines is hiring.
- Michele Betcher – VP of Aviation Rule Making
 - ARAC was held on December 9th.
 - Working on getting on to the ATP working group.
 - FAA is pushing for “Load Master” certification.
 - No news on helicopter dispatch.

VP Reports continued

- Jake Zelman – VP of Information/Technology
 - 3000 website hits
 - 300 hits to Monte's video
 - 800 hits to the ADF Facebook page
 - Members would like to see more pictures on the website.
 - Bylaws have been updated on the website.
 - Would like to set up a "Phil's Jumpseat Corner" on the website.
 - The group liked the idea.
 - Need a list of acronyms on the website.
 - Joe is working on an updated list for Jake.
- Larry Merchant – VP of Industry Relations
 - Southwest continues to hire additional dispatchers.
- Raj Singh - Security Liaison
 - Will be touching on KCM for dispatch at his security meeting in Washington DC.

i. 2016 Summit Discussion

- The 2016 summit will be held on October 11-13 at the Harrah's in Las Vegas.
 - Registration at the door will be held on the first day of the summit and not at the reception.
 - Bingo at last year's summit was an overwhelming success.
 - Breaks between sessions needs to be 30 minutes.
 - A time clock for speakers will need to be set up so they do not go long.
 - We will not hand out awards to each individual speaker/vendors this year.
 - Board Members need to let the membership ask question first.
 - The group discussed format options for the 2016 summit.
 - The group also discussed a survey for the members after the summit.

j. 2017 Business Meeting Dates, Summit Location

- **2016 Meeting Dates/Locations**
 - Spring – March 21st, Las Vegas (In conjunction with NATCA CFS)
 - Summer – July 23rd, Dallas
 - Fall/Summit – October 11-13, Las Vegas
- **2017 Meeting Dates/Locations**
 - Dates will be finalized at a later date.
 - Winter – Atlanta
 - Spring – Las Vegas (In conjunction with NATCA CFS)
 - Summer – Chicago
 - Fall/Summit – Orlando
- The group also discussed and agreed that future board meetings should be held in Dallas, Chicago and Atlanta as the first option to increase attendance and reduce costs but we will still consider other venues like joint meetings (for example NATCA CFS). The summit can be held at other locations such as Orlando or Las Vegas while rotating around Dallas, Chicago or Atlanta.

k. Other Business

- Debbie asked the group if we want to update the ADF stickers with the new logo.
 - The group will think about it and discuss at the next meeting.
- ADF Shirt order form is needed on the website.
- WestJet will be joining CALDA.

5. Motion to Adjourn

- Motion to adjourn by Debbie Kowalewski
- Second to the motion by John Schwoyer
- The floor carried the motion.

In attendance:

Joseph Miceli – ADF President / United Airlines

*John Schwoyer – ADF Executive VP / American Airlines

*Mike Timpe – ADF Treasurer / Horizon Air

Patrick Boyle – ADF Secretary / United Airlines

Catherine Jackson – ADF VP Corporate/Industry Alliances / Southwest Airlines

*Debbie Kowalewski – ADF VP of Membership / United Airlines

Michele Betcher – ADF VP of Aviation Rule Making / Delta Airlines

Larry Merchant – ADF VP of Industry Relations / Southwest Airlines

Jake Zelman – VP of Information/Technology / Southwest Airlines

*Brian Brown – ADF Delegate to ACT CRM ARC / Southwest Airlines

Kevin Thompson – President PAFCA DAL / Delta Airlines

*Paul Viola – PAFCA DAL Delegate / Delta Airlines

Paul New – PAFCA International / Delta Airlines

Andrew Bagley – ADF VP of Media/Publications / Southwest Airlines

*Denotes airline delegate

A quorum was met