

**Division of Aeronautics  
Advisory Board Meeting**

**October 15, 2020  
Boise - Aeronautics**

**9:00 a.m.**

Attendees:	Mark Sweeney, Chairman Chip Kemper, Member Dan Scott, Member John Blakley, Member Todd Hitchcock, Member Jeff Marker, Administrator Tammy Schoen, Administrative Assistant	Bill Statham, Project Manager Jennifer Schildgen, Airport Planner Ross Engle, Director of Flight Operations Tim Steffen, Safety/Education Coordinator Dan Conner, Airport Maintenance Manager Flo Ghighina, Aviation Technician
------------	--	--

**Agenda**

A=Action  
I=Information

<b>Call meeting to order - 5</b>	Sweeney	9:00 am	A
<b>Welcome &amp; Introductions – 5</b>		9:05 am	I
<b>Review of agenda - 5</b>		9:10 am	A
<b>Review and approval of last minutes - 5</b>		9:15 am	A
<b>Board Reports - 15</b>	Board	9:20 am	I
<b>Administrator Update - 30</b>	Marker	9:35 am	I
<ul style="list-style-type: none"> <li>• Staffing</li> <li>• COVID response</li> <li>• New building</li> <li>• Commercial Air Service committee</li> <li>• Innovations</li> </ul>			
<b>Budget – 30</b>	Marker	10:05 am	I
<b>BREAK - 10</b>		10:35 am	
<b>Board Discussion Topics - 40</b>		10:45 am	I
<ul style="list-style-type: none"> <li>• Backcountry weather reporting – 10</li> <li>• Regional airport issues – 10</li> <li>• Advisory board engagement - 10</li> <li>• January ITD presentation – 10</li> </ul>	Marker Marker Marker Sweeney		
<b>Opening airfields - 15</b>	Marker	11:25 am	I
<ul style="list-style-type: none"> <li>• Hoodoo Meadows</li> <li>• Big Springs</li> </ul>			
<b>Airport Maintenance – 30</b>	Conner	11:40 am	I
<ul style="list-style-type: none"> <li>• Airport Spotlight – Smiley Creek</li> <li>• Maintenance highlights</li> </ul>			
<b>Airport Planning – 20</b>	Schildgen	12:10 pm	I
<ul style="list-style-type: none"> <li>• System Plan update</li> </ul>			
<b>LUNCH - 60</b>		12:30 pm	
<b>Safety/Education - 5</b>	Steffen	1:30 pm	I
<ul style="list-style-type: none"> <li>• Outreach efforts                         <ul style="list-style-type: none"> <li>○ Safety meeting at Smiley Creek</li> <li>○ Rudder Flutter</li> <li>○ Facebook partnership</li> </ul> </li> </ul>			

- 2020 Aviation Safety Stand Down
- Agenda and Focus items from IAASC Report

<b>SAR - 15</b>	Steffen	1:35 pm	I
<ul style="list-style-type: none"> <li>• 2019 Idaho SAR Events</li> <li>• 2020 Idaho SAR Events</li> <li>• SAR Execution – 13 Sep 20</li> </ul>			
<b>Flight Operations - 15</b>	Engle	1:50 pm	I
<ul style="list-style-type: none"> <li>• Pilot Training</li> <li>• Maintenance</li> <li>• Flight Hours</li> </ul>			
<b>Next Meeting - 5</b>		2:05 pm	I
<b>Tour of new facility</b>		2:10 pm	
<b>Meeting adjourned</b>		4:00 pm	A

\*All listed times are estimates only. The Board reserves the right to move agenda items and adjust the time schedule. The meeting is open to the public, except for the executive session.

\*\**The meal will be served and reimbursed by the department. Meal reimbursement will not be claimed by any employee participating in the working lunch. Attendance is mandatory.*

**NOTE: Take current Board photo**