

**Division of Aeronautics  
Advisory Board Meeting**

**April 28, 2021  
Twin Falls, Idaho**

**9:00 a.m.**

Attendees: Mark Sweeney, Chairman  
Chip Kemper, Member  
John Blakley, Member  
Todd Hitchcock, Member  
Chris Pomeroy, Member  
Jeff Marker, Administrator  
Tammy Schoen, Administrative Assistant

Dan Conner, Airport Maintenance Manager  
Jennifer Schildgen, Airport Planner  
Ross Engle, Director of Flight Operations  
Tim Steffen, Safety/Education Coordinator  
Ben Elkins, UAS Coordinator  
Chris Banford, Business Operations Manager  
Bill Carberry, Airport Manager

**Agenda**

A=Action  
I=Information

Call meeting to order – 5	Chairman Sweeney	9:00 am	A
Welcome & Introductions – 5	Chairman Sweeney	9:05 am	I
Review of agenda – 5	Chairman Sweeney	9:10 am	A
Review and approval of last minutes – 5	Board	9:15 am	A
Board Reports – 15	Board	9:20 am	I
Administrator Update – 30	Marker	9:35 am	I
<ul style="list-style-type: none"> <li>• HooDoo Meadows</li> <li>• Camera project</li> <li>• Air Travel Enhancement program</li> <li>• Personnel</li> <li>• Advisory Board engagement</li> </ul>			
Budget – 20	Banford	10:05 am	I
Break – 10		10:15 am	
Planning & Development - 35	Schildgen	10:35 am	I
<ul style="list-style-type: none"> <li>• \$4M extra funding</li> </ul>			
Airport Maintenance – 15	Conner	11:10 am	I
<ul style="list-style-type: none"> <li>• Operation &amp; Maintenance Plan (O &amp; M) review</li> <li>• Seasonal work preparation</li> </ul>			
Safety/Education - 30	Steffen	11:25 am	
<ul style="list-style-type: none"> <li>• IAASC Report</li> <li>• Safety and Education Outreach</li> <li>• ADS-B initiative</li> </ul>			
SAR Update - 5	Steffen	11:55 am	
LUNCH		12:00 am	
Flight Operations - 20	Engle	12:30 pm	I
<ul style="list-style-type: none"> <li>• New hangar operations</li> <li>• Pilot Training</li> </ul>			

\*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.

<ul style="list-style-type: none"> <li>• Aircraft usage summary</li> <li>• Airplane maintenance</li> </ul>			
UAS - 30	Elkins	12:50 pm	I
<ul style="list-style-type: none"> <li>• UAS Program update</li> <li>• Mission planning/post processing demonstration</li> </ul>			
Other Business - 5	Sweeney	1:20 pm	
Next Meeting – 5	Sweeney	1:25 pm	I
Tour on Twin Falls Airport	Hitchcock	1:30 pm	
Meeting adjourned		4:00 pm	I

*\*\*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.*

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