



ISASI INTERNATIONAL COUNCIL MEETING  
April 29, 2022  
WebEx

**Meeting Minutes**

1. Welcome/ Call to Order – Frank Del Gandio

ISASI President Frank Del Gandio called the meeting to order at 8:32 am EDT. The following councilors and guests were present.

Frank Del Gandio	Robert Carter	Bob MacIntosh, Jr.
Chad Balentine	Barbara Dunn	Caj Frostell
Alister Buckingham	Dick Stone	Gary DiNunno
Anthony Brickhouse	Darren Gaines	Erin Carroll
Nuno Aghdassi	Enriqueta Zambonini	Frank Hilldrup
Ann Schull	Barry Wiszniowski	Chris Heck
Robert Rendzio	Alicia Storey	John Guselli
Paul Mayes	Olivier Ferrante	Bill Bramble
Mike Poole	Mark Jahanbin	Khalid Al Raisi
Steve Demko	Min Li	Mike Zaytsoff

2. Approval of Minutes of Previous Meeting

The minutes of the August 26, 2021 International Council Meeting were reviewed. Motion to approve the minutes – Alister Buckingham, Second – Bob Macintosh, Motion passed unanimously.

3. Presidents View – Frank Del Gandio

Nominations are open until mid-May and then voting will be from June 15<sup>th</sup> to August 15<sup>th</sup>. The results will be out in advance of our next virtual Council Meeting August 26<sup>th</sup>. Frank Del Gandio is not planning to run again and Ron Schleede is stepping down in his role working with sponsors for the seminars. Mark Jahanbin has been working with Ron Schleede and will be taking over that role. Bob MacIntosh is also stepping down as well. With the passing of Harry Robertson, there is a vacancy on the Lederer Selection Committee and Frank Del Gandio had appointed Patrick Lusch to fill that vacancy. With Marcus Costa stepping down, Frank Hilldrup has taken over as the facilitator for the Government Air Safety Investigators Group. Ralph Sorrells was the recipient of the 2020 Lederer Award and Frank Del Gandio travelled to Dallas to present Ralph Sorrells with his award. ISASI is an Observer to ICAO and Ron Schleede is stepping down from his position and Frank Del Gandio has appointed Mark Clitsome as his replacement.

4. Financial Report – Bob MacIntosh, Jr

Bob MacIntosh briefed his Treasurer's report. ISASI has recovered from the difficult situation that was faced with the pandemic. Bob MacIntosh mentioned that key to the recovery was a successful 2021 Seminar. Bob MacIntosh discussed the major expenses for ISASI including the following: payroll, the Forum, and the website which make up 90% of ISASI's budget. Bob MacIntosh also discussed the membership revenue. Dues revenue was down 50% from 2019 to 2020 and then to 2021. Dues went down from \$150K to \$70K and 2022 dues income is currently \$40K. Bob MacIntosh discussed three reports that highlight the need for ISASI to address

membership. Bob MacIntosh suggested that we expand our membership to take advantage of new entrants.

5. Membership Report – Robert Carter

Robert Carter briefed his submitted report. Robert Carter said that membership is down, but only slightly. Robert Carter asked about during the transition to Wild Apricot that referrals are no longer required, he would like feedback on if that should be required.

6. Report of the ISASI Forum Editor – Gary DiNunno

Gary DiNunno briefed that the next issue is in the design phase. Expecting to be issued at the end of May.

First issue – United States- 391 hard copies, 198 digital copies; International 304 hard copies, 299 digital copies; Corporate- 62 hard copies. Postal costs have slightly increased effective April 1, 2022. Gary DiNunno briefed the costs of each issue to be sent. With the addition of digital only subscriptions, it currently saves ISASI approximately \$10,500/year.

Barry Wiszniowski asked for a list of Canadian members that are receiving hard copies of the *Forum*. John Guselli supported that request. Ann Schull will send that information out to each society.

7. Vice President's Report – Robert Carter

Robert Carter briefed his report. The majority of his activity has been in membership and with ESASI. The pandemic has shown the benefit of virtual meetings.

Caj Frostell suggested the Council meet more regularly if they can be done virtually.

8. Secretary's Report – Chad Balentine

Chad Balentine briefed his report, which included scheduling the Council virtual meeting and the testing sessions, as well as drafting the meeting minutes.

9. Executive Advisor's Report – Dick Stone

Dick Stone discussed his work on helicopter safety. Dick Stone mentioned his reachout to Robert Sumwalt, who is now at Embry-Riddle.

10. Website review – Dick Stone

11. Seminars – Barbara Dunn

a. 2021 Virtual – Barbara Dunn

Barbara Dunn briefed her written report, which included mention that the 2021 Seminar was very successful both in attendance and revenue. There were 403 attendees, 50% had never attended an ISASI Seminar before.

b. 2022 Brisbane – Barbara Dunn/ John Guselli

Barbara Dunn has been working with the *ASASI* very closely and the decision was made to hold a hybrid seminar. Registration just recently opened. John Guselli discussed the preparation for the Seminar based on the pandemic. There have been 30-40 abstracts submitted and they are working on developing the agenda. The major issue is with

sponsorships and finding entities to host coffee breaks, etc. Frank Del Gandio suggested each society reach out to its individual members to promote the 2022 Seminar. Barbara Dunn mentioned that they have about \$40,000 USD of sponsorships.

Mike Poole asked about expected percentages – in-person versus virtual. Barbara Dunn said that it's very difficult to determine. Mike Poole expressed concerns with ISASI seminars becoming largely virtual and discussed the importance of in-person. Nuno Aghdassi mentioned that he is seeing a trend to in-person meetings. Mike Poole recommended a communication supporting in-person attendance at the seminar. Barbara Dunn suggested that we need to discuss virtual options going forward.

c. 2023 Nashville – Robert Rendzio

Robert Rendzio briefed a presentation regarding the proposed 2023 Seminar in Nashville, Tennessee. They are expecting the seminar to be in-person only. The proposed theme is 'The Current that lies Beneath.' Robert Rendzio also showed a few examples of logos and discussed date/hotel options with pros/cons of each. Robert Rendzio supports the Renaissance option, which would be the week of October 8<sup>th</sup>. Anthony Brickhouse said that they are planning tutorials, including a military tutorial. Alicia Storey discussed working with Barbara Dunn on the budget and event coordination. Robert Rendzio briefed some potential social activities.

Barbara Dunn mentioned the concern with high hotel rates and room blocks. John Guselli mentioned a cultural issues with the use of sharks. Frank Del Gandio gave the group a tentative approval for the Seminar. Robert Rendzio asked for approval in advance of the August Council Meeting. The Council accepted Nashville for the 2023 Seminar.

d. 2024 Lisbon – Nuno Aghdassi

Nuno Aghdassi briefed his presentation regarding hosting the 2024 Seminar in Lisbon. They are looking at September-November 2024. They believe that they can get good local sponsorship support and will coordinate with ISASI sponsor contact. Nuno Aghdassi also showed a video showcasing Lisbon. Frank Del Gandio gave tentative approval for Lisbon.

12. Reports of National Societies/Councilors:

a. *AsiaSASI* – Min Li

Min Li briefed her report. Had an *AsiaSASI* meeting last year and are creating a Human Factors Working Group. *AsiaSASI* is in the process of finalizing the Terms of Reference for that Working Group. *AsiaSASI* held a workshop last year with 60 in attendance.

b. *ASASI* – John Guselli

John Guselli briefed his written report. John Guselli shared concerns that *ASASI* has with the financial situation of the society and how reliant ISASI is on a successful seminar each year. John Guselli also discussed taking a look at the implementation of Wild Apricot. Alicia Storey advised the Council if there are any reports that they are interested in to let her know. Frank Del Gandio said that from his perspective it has been a successful implementation with very limited issues. Paul Mayes commented that with Wild Apricot they have less interaction with new members and is looking to improve those communications. Ann Schull asked if Paul Mayes receives the new member letters,

which Paul Mayes said that they are. Alicia Storey will schedule a time to discuss improving communication with Paul Mayes.

c. *CSASI* – Barry Wiszniowski

Barry Wiszniowski briefed his written report. Barry Wiszniowski is communicating with Alicia Storey to be able to send communications to the society. They are looking at various constitutional documents and doing a comparison, which includes looking at term limits. Barry Wiszniowski expects to have the report from the Secretary-Treasurer May 15<sup>th</sup> and will share with the membership if there will be a recommended change. Barry Wiszniowski is working to hold meetings both on the East and West side of the country.

Additionally, Barry Wiszniowski briefed that they are running a negative cash flow and mentioned there was no split with the 2021 Seminar. Barry Wiszniowski also discussed that one sponsor asked where the funds had been used. *CSASI* is now using a .aero domain, which is also transferable.

Barry Wiszniowski discussed the decentralization of knowledge within the society. He also mentioned pre-conference seminars visits and the expense related to it, as well as the use of Conference Direct.

Finally, Barry Wiszniowski discussed not seeing the ISASI Committee and Working Group reports. He mentioned that he would like to see more of those reports.

Frank Del Gandio discussed the 2021 Seminar and how it was a virtual seminar and not tied to any society. Frank Del Gandio discussed ISASI participation in various activities, including ICAO, but he does not believe there is a loss of knowledge.

Barbara Dunn discussed the *CSASI* LinkedIn page and mentioned that this may be a good avenue to attract membership. Barbara Dunn was very supportive of obtaining free meeting space, as has been done in the past. Barbara Dunn briefed the Council on Conference Direct and how it does not cost ISASI any monies.

Barbara Dunn expressed concern with Barry Wiszniowski's comment about a sponsor from last year's virtual seminar having questions about how the funds were used. Barbara Dunn said that a letter goes out to each sponsor very clearly outlining how sponsor monies are spent. Barbara Dunn asked Barry Wiszniowski to pass those comments onto the Seminar and Sponsorship Chair so those issues can be addressed. Barbara Dunn further expressed concern that having a sponsor questioning what they are giving their funds for goes to the integrity of ISASI. Barbara Dunn stated that any concerns that are heard from a sponsor should be addressed to the President, the Seminar Chair, and/or the Sponsorship Chair so they can be addressed.

Caj Frostell discussed the importance of trust and said that not having a split for the seminar doesn't build the trust. Caj Frostell asked if the Council could revisit not having a split for the 2021 Seminar. Barbara Dunn briefed the Council of the history of the decision that was made to make the virtual seminar an ISASI sponsored seminar versus *CSASI*, which was in large part based on the financial needs of ISASI.

John Gusseli wanted to support the concerns related to centralization of knowledge within the Society. John Gusseli believes we need to ‘move now’ to ensure the viability of the Society.

d. *ESASI* – Robert Carter

Robert Carter briefed his submitted report and how *ESASI* has grown over the years.

e. *KSASI* –

f. *LASASI* – Enriqueta Zambonini

Enriqueta Zambonini has taken on a new role in New Zealand, but is still supporting *LASASI*. Enriqueta Zambonini briefed the biggest challenge is membership. They have good attendance at workshops, but these attendees do not follow up with membership, one such recognized challenge is the membership fee. Enriqueta Zambonini said that *LASASI* is expanding its social media presence.

g. *MENASASI* –

h. *NZSASI* – Alister Buckingham

Alister Buckingham briefed his submitted report. Alister Buckingham mentioned that *NZSASI* members are caught up on dues. *NZSASI* is currently doing monthly seminars. *NZSASI* does have executive meetings twice per year, along with quarterly newsletters.

i. *PakistanSASI* – Naseem Ahmed

j. *USSASI* – Steve Demko

Chad Balentine briefed Steve Demko’s written report. *USSASI* is looking at developing a newsletter, along with having a *USSASI* meeting. They are working on developing a student chapter at the University of North Dakota.

k. *International Councilor* – Caj Frostell

Caj Frostell has continued communication with the international members, which are mainly in Africa.

13. Rudy Kapustin Scholarship – Chad Balentine

Chad Balentine briefed the challenges with Rudy Kapustin Scholarship applications. In 2021, we received 16 applications, but in 2022 we received only 7. The selection committee will be reviewing the applications and making the scholarship decisions.

14. Reports of the ISASI Committees

Reachout

Frank Del Gandio briefed there has been limited engagement due to the pandemic.

15. Reports of the Working Groups

Corporate Affairs – Erin Carroll

Erin Carroll briefed her written report. There 115 corporate members with 12 corporate members are past due. Erin Carroll briefed new corporate members, as well as reinstated members. The Working Group continues to reach out to those delinquent corporate members.

Cabin Safety – Barbara Dunn

Barbara Dunn briefed the work being done by the ICAO Cabin Safety Working Group.

16. ISASI Coordinator of Student Outreach & Mentoring Report – Anthony Brickhouse  
Chad Balentine briefed Anthony Brickhouse’s written report. Anthony Brickhouse is seeing a decrease in interest in extracurricular activities from students.

17. Old Business – ISASI Strategic Plan – Erin Carroll

Erin Carroll briefed the Council on the work of the Strategic Plan committee. They are developing recommendations, including input from the Society presidents. Erin Carroll plans to send the draft Strategic Plan in advance of the next Council Meeting. Erin Carroll mentioned that term limit recommendations are included in the draft report. They are looking at a 3-year term with a maximum of 2 terms. Erin Carroll discussed the services that we offer the memberships, including Seminars and the importance of in-person events. The committee also expects to recommend that the *Forum* include more than just seminar papers, which would be peer-reviewed, along with suggestions for advertisements. Erin Carroll also suggested putting together a short video to recruit student members. The committee is looking at how important it is to maintain the condo, along with looking at revisiting the job description for the fulltime position. Erin Carroll said that the recommendations will also look at incorporating Commercial Space, as well as looking at member services recommendations from Roger Cox. Erin Carroll said that the committee would like to see more ‘real time’ information on the website.

Nuno Aghdassi discussed the *ESASI* seminar and workshops and their differences to have availability of both in-person and virtual events.

Frank Del Gandio discussed the challenges with term limits and the challenges with getting volunteers.

Bob MacIntosh reinforced the need for comments to the Strategic Plan draft.

Barbara Dunn asked, what happens if no one runs if there are term limits?

Robert Rendzio has seen the same challenges with getting volunteers.

Barry Wiszniowski suggested ISASI needs to get more engagement with the membership, that is why *CSASI* is looking at the constitutional changes.

Nuno Aghdassi mentioned that *ESASI*’s leadership meets every two weeks, which helps engagement.

18. New Business – Deletion of Late Fee

Frank Del Gandio is proposing the removing of the \$20 late fee. Robert MacIntosh supports the proposal. There was general consensus to support the proposal.

19. Review of Open Action Items

Frank Del Gandio adjourned the meeting.

Respectfully Submitted,

Chad Balentine  
ISASI International Secretary