



ISASI INTERNATIONAL COUNCIL MEETING  
 May 3, 2019  
 Herndon, VA

**Meeting Agenda**

1. Welcome/ Call to Order – Frank Del Gandio

ISASI President Frank Del Gandio called the meeting to order at 8:04 am. The following councilors and guests were present.

Frank Del Gandio	Ron Schleede	Bob MacIntosh, Jr.
Chad Balentine	Ann Schull	Toby Carroll
Robert Carter	Caj Frostell	Syed Naseem Ahmed
Graham Streatfield	Paul Mayes	Barbara Dunn
Khalid Al Raisi	Alistair Buckingham	Piet-Hein Eldering
Frank Hilldrup	Gary DiNunno	Mohammed Aziz
Anthony Brickhouse	Darren Gaines	Daan W. Zwart
David Gleave	Alicia Storey	

2. Approval of Minutes of Previous Meeting

The minutes of the October 2018 International Council Meeting were reviewed. Motion to approve the minutes – Barbara Dunn, Second – Ron Schleede, Motion passed unanimously.

3. Presidents View – Frank Del Gandio

Frank Del Gandio briefed the Council that they are in need of Lederer applications. Frank Del Gandio briefed the Council on the Lederer selection process

Frank Del Gandio discussed the life membership - 5 years with ISASI and 70 years old. There are 237 members over 70 and 98 members will be over 70 in the next 5 years. Frank proposed to change Life Membership from 70 to 75, and to be a member for at least 10 years. Also he proposed that members will only receive the electronic version of the *Forum*. This will start on January 1, 2024. Gary DiNunno is concerned that some may want the hard copy. Caj Frostell expressed concern that some might not know that they have to apply for Life membership. In Canada, Barbara Dunn does advise her members about Life membership when they turn 70. Robert Carter suggested a lump sum payment for Life membership. Bob MacIntosh expressed concern with the potential to lose members.

There were discussions about having a lump sum payment for Life membership.

Ron Schleede suggested a small committee do a study on Life membership – Robert Carter, Barbara Dunn and Michiel Schuurman.

**ACTION ITEM: Robert Carter, Barbara Dunn and Michiel Schuurman will accomplish a study on Life membership.**

Barbara Dunn reminded the council of the need to submit items in advance of the meeting.

Frank Del Gandio submitted an application for Jerry Lederer for a US Postal Stamp. It could take up to 3 years to make a decision.

Frank Del Gandio briefed that Calvin Rans was recognized as the Teacher of the Year Award for Delft University and Teacher of the Year for The Netherlands

Frank Del Gandio has ordered 50<sup>th</sup> ISASI Seminar Challenge Coins for The Hague.

Frank Del Gandio would like to send Seminar boxes to the next seminar in a cost savings measure.

The Harry Robertson Fellow program is going well with a new selectee, Tori Kobayashi, at Embry-Riddle – Prescott campus.

Frank Del Gandio expressed concern with the selection committee process that occurred in Dubai. Frank Del Gandio was made aware of a second selection committee process. Frank Del Gandio stated that this will not occur in the future.

Frank Del Gandio thanked Frank Hildrup for the organization of the MARC dinner.

#### 4. Financial Report – Bob MacIntosh, Jr

Bob MacIntosh briefed his financial report. ISASI is a non-profit organization. Bob MacIntosh discussed that in accordance with the United States Internal Revenue Service (IRS) rules, ISASI has to file a Form 990 to maintain its non-profit status. Part of the IRS process is to identify programs and services, which includes the seminar, the *Forum*, and the ISASI website.

Bob MacIntosh briefed the 2018 Budget. In addition to ISASI's funds, we also keep funds for the Southeast Asia society and for the inactive Northern California Regional Chapter.

Bob MacIntosh briefed the importance of membership; both individual, and corporate.

Bob MacIntosh also briefed the expenses of the organization.

The Dubai Seminar profit was \$120,662.01

Barbara Dunn and Robert Carter asked about 'Operations' expenses. Bob MacIntosh briefed that it includes Women in Aviation, employee travel, and day to day operations of the organization.

Motion to accept report – Robert Carter, Second – Caj Frostell, Motion passed unanimously.

#### 5. Membership Report – Ron Schleede

Ron Schleede briefed the submitted membership report. 2018 – 213 new members, 13 new corporate members. There are 385 individual and 30 corporate memberships that are delinquent. Councilors should have received a list of delinquent members. *ESASI* would like an earlier notice, but they do have an individual following up on the delinquent memberships. Robert Carter also suggested a second membership email. Ron Schleede stated that Erin Carroll does a good job of following up with corporate members.

Ron Schleede expressed gratitude to Ann Schull and the Bledsoe's for their participation at the Women in Aviation conference, which included 28 new members at Women in Aviation.

Ron Schleede briefed the approval process for membership, including Michiel Schuurman helping Ron Schleede out with membership.

Alister Buckingham stated that they require a CV for new members to aid in the membership committee decision.

Paul Mayes discussed that he doesn't feel close enough with the local corporate members. Paul Mayes asked about the corporate point of contact in Australia being part of their distribution list.

**ACTION ITEM: Alicia Storey will look at options to identify corporate members by society for distribution lists.**

Bob MacIntosh discussed the importance of gaining new corporate members and trying to find opportunities to reach out to potential new corporate members.

Motion to approve report Alister Buckingham, Second – Bob MacIntosh, Motion passed unanimously.

6. Report of the ISASI Forum Editor – Gary DiNunno

Gary DiNunno briefed the next feature in the design stage and that they have been working on the digital *Forum* version. 128 members want only a digital-only subscription, which will save the association a few hundred dollars per issue with the biggest savings being in international shipping.

Alicia Storey provided a briefing on the digital *Forum*, which includes a new distribution list for digital copies recipients. The briefing included an overview of the digital version. Robert Carter asked about making a PDF copy of an article, Alicia Storey said that it can be printed as a PDF by page(s), not by article. There was discussion about access to the *Forum*, the decision was made to allow open access. Frank Del Gandio thanked Alicia Storey and her team on getting this set up.

There were discussions about ISASI's positions and their location on the website. Frank Hildrup asked about the development of positions. Frank Del Gandio asked Frank Hildrup, Ron Schleede, Bob MacIntosh, and Caj Frostell to review the positions.

**ACTION ITEM: Frank Hildrup, Ron Schleede, Bob MacIntosh, and Caj Frostell will brief Council Meeting on Review of Positions**

7. Vice President's Report – Ron Schleede

Nothing to report

8. Secretary's Report – Chad Balentine

Nothing to report

9. Executive Advisor's Report – Richard Stone  
Nothing to report

10. Website review – Frank Del Gandio  
Nothing to report

11. Seminars – Barbara Dunn

a. 2018 Dubai

b. Barbara Dunn briefed the submitted report. Over 40 countries were represented at the Dubai Seminar. It was a very successful seminar with 278 total in attendance.

c. 2019 The Hague

Barbara Dunn briefed the current number of attendees for The Hague Seminar, including 83 members, 3 nonmembers, 16 companions, 10 guests, and 2 students.

Daan Zwart briefed the upcoming seminar preparation in The Hague. The seminar is scheduled for September 1-6, 2019. The Seminar is being put together with the cooperation of VNV (Dutch ALPA), the Dutch Safety Board, and the Delft University of Technology. The Seminar venue will be the World Forum, The Hague.

The Technical Program had 60 abstract proposals and the selections have been made. On May 22<sup>nd</sup> the draft program will be published.

Confirmed Keynotes:

- Andre Kuipers – Dutch astronaut
- Jacco Hoekstra – TU Delft
- Bruce Landsberg – NTSB

There are two hotel options: Marriott The Hague, which has a total of 300 available rooms and the Novotel, which has a total of 200 available rooms (as overflow).

The schedule of events is as follows: Sunday the Council will meet in the morning followed by a Masterclass of the reconstruction site of MH17 in the afternoon as part of the ISASI 2019 program – limited to 100 attendees.

The group is working on obtaining airfare discounts with airlines.

Tutorials:

- Aviation Safety vs Medical Confidentiality
- Communication with Victims and Witness
- Military Tutorial

d. 2020 Montreal

Barbara Dunn briefed the 2020 Seminar will be held September 2020 at the Sheraton in Montreal. The theme is “20/20 Vision for the Future”. It will be held August 31-September 3, 2020. Wayne Walsh is heading up the Paper Selection committee. The hotel is the Sheraton in downtown Montreal with a contract rate of \$199.99 Canadian. The

Preferred Airline is Air Canada, which includes a discount. Sponsorship requests have been sent out – Air Canada has committed to \$20,000 – Platinum Member. Kathy Fox will be one Keynote Speaker and Barbara Dunn is expecting more than \$75,000 in sponsorships just from Canada. There will be no speaker gifts and the Seminar Committee will be donating what would have been spent for Speaker gifts to an aviation charity.

Planned Tutorials –

- Military Investigations
- Accident Investigations During Winter Operations
  
- A potential panel presentation on the Boeing 737 MAX, perhaps the last day

e. 2021 Brisbane – *Proposal*

Paul Mayes provided *ASASI*'s bid for 2021 Brisbane. The proposed Theme: The Challenges for Aviation Safety. They anticipated the Seminar to be held August 30-September 2, 2021 in conjunction with the Royal Australian Air Force – 100 year anniversary. It will be a normal format for the seminar and Paul Mayes described the city of Brisbane. The expected hotels are the Pullman Brisbane King George Square/ Mercure Brisbane King George Square with shared conference space. The expected registration fee will be \$700 AUD (\$500 USD), \$165 AUD Hotel, Friday Tour \$100 AUD, and an anticipated profit of more than \$50,000 USD – dependent on sponsorships.

Paul Mayes asked for funds to cover the hotel deposit. Bob MacIntosh suggested that it would not be an issue.

Motion to accept *ASASI* Brisbane bid – Alister Buckingham, Second – Barbara Dunn, Motion passed unanimously.

12. Reports of National Societies/Councilors:

a. *AsiaSASI* –

No report submitted

b. *ASASI* – Paul Mayes

Paul Mayes briefed his written report, which included the 2021 Seminar bid. They have distributed 5 newsletters to their membership and are discussing locations and options for the *ANZSASI 2020 Regional Seminar*, as well as promoting the Regional Seminar in Wellington.

c. *CSASI* – Barbara Dunn

Barbara Dunn briefed her written report. *CSASI* has 111 members, which includes 73 regular, 23 life, and 8 Corporate Members. 2019 is an election year for *CSASI*. The majority of the work of *CSASI* is to prepare for the 2020 Seminar in Montreal.

d. *ESASI* – Robert Carter

Robert Carter briefed his written report. *ESASI* is preparing for a workshop hosted by Rolls Royce which will be held May 22-23, 2019. There were discussions regarding

European sponsorship on The Hague Seminar and Frank Del Gandio will send an email to Olivier Ferrante.

e. *KSASI* –

No report submitted

f. *LARSASI*

No report submitted

g. *MENASASI* – Khlaid Al Raisi

Khlaid Al Raisi briefed that they are preparing for 2 workshops, along with their Annual Meeting in mid-November and mentioned that Egypt is a potential host. Frank Del Gandio expressed his sincere appreciation to *MENASASI* for the great job organizing and running the Seminar in Dubai.

h. *NZSASI* – Alister Buckingham

Alister Buckingham briefed his written report. They are currently preparing for the 2019 Regional Seminar in Wellington. Alister Buckingham briefed the recent changes in leadership, which includes the new *NZSASI* President – Graham Streatfield, Vice President – Alister Buckingham and the Secretary/Treasurer - Russell Kennedy.

i. *PakistanSASI* – Naseem Ahmed

Naseem Ahmed briefed his written report. They have done 3 lectures at universities and they accomplished an SMS Seminar for 56 attendees from civil aviation. They have had 4 new members. They are also preparing for a Reachout Workshop in June 2019.

j. *USSASI* – Toby Carroll

Toby Carroll briefed that the *USSASI* has 600 members with 11 regional chapters. The Great Lakes chapter is in need of leadership. Toby Carroll briefed the new leadership at *MARC* and *NERC*. Alicia Storey briefed the *SERC* written report, which includes their annual meeting in Atlanta at Delta August 2-3.

k. *International Councilor* – Caj Frostell

Nothing to report

13. Rudy Kapustin Scholarship – Chad Balentine

Chad Balentine briefed that the committee received eighteen submissions and expects to select four scholarship recipients.

These four students will be in attendance at the seminar and are expecting to provide a 5-10-minute presentation on their topic.

14. Reports of the ISASI Committees

No reports submitted

15. Reports of the Working Groups  
Cabin Safety WG – Barbara Dunn  
Barbara Dunn briefed her written report, which included a presentation to the working group at Dubai from Kelly White at Emirates on the cabin safety issues related to Emirates flight 521.

Corporate Affairs – Erin Carroll  
Frank Del Gandio briefed Erin Carroll's submitted written report.

Airports WG – David Gleave  
David Gleave briefed his written report. They are expecting to do a working group meeting in The Hague. They expect to issue runway excursion guidelines and plan to have that submitted in advance of The Hague Council meeting. David Gleave will talk with Barbara Dunn on coordinating between the Cabin Safety WG on the topic of Aircraft Rescue Fire Fighting and Cabin Safety issues. Related to developing guidelines, Ron Schleede suggested putting them into the same format as previous guidelines. Caj Frostell suggested that the guidelines be developed in the form that the WG believes would be best using the previous guidelines as examples.

ICAO WG – Ron Schleede  
Ron Schleede discussed the history of ISASI's participation at ICAO AIG as an observer. ISASI put in a paper, which was submitted by the French, on developing a global recommendation database, which also needs to include follow up actions. This would be 'safety recommendations of a global concern'.

Bob MacIntosh briefed the last meeting which ISASI attended and participated in. The past meeting discussed accident investigator training, which will include competency-based training. Other topics included site hazards and drug/alcohol testing of crews, the relationship between a civil aviation authority and an accident investigation board within a State during an investigation, preliminary report for the Ethiopian accident, Global Aeronautical Distress and Safety System, concerns regarding cybersecurity, and the lack of formal accident reports.

16. ISASI Coordinator of Student Outreach & Mentoring Report – Anthony Brickhouse  
Anthony Brickhouse briefed things are going well and he plans to provide a detailed briefing at the Council Meeting in The Hague. There are 25 students connected with mentors and 50 total mentors.

17. Old Business  
17-1 Society Policy Discussion – Dick Stone  
Tabled until next meeting

18. New Business  
19-1 Student Members – Barbara Dunn  
Barbara Dunn briefed her proposal. Barbara Dunn recommended that each society reach out to their student members to verify their eligibility.

Barbara also recommended that the upgrade fee of \$15 should be rescinded.

**ACTION ITEM: Barbara Dunn, Anthony Brickhouse, and Chad Balentine will discuss the upgrade fee and the definition of student.**

Darren Gaines reminded the group that any changes to membership will need to be approved by the membership since it is in the Bylaws.

19. Off agenda items  
Daan Zwart asked about the updated seminar manual.

**ACTION ITEM: Frank Del Gandio will send the updated seminar manual to Daan Zwart**

20. Review of open Action Items

Frank Del Gandio adjourned the meeting at 2:10 pm.

Respectfully Submitted,  
Chad Balentine  
ISASI International Secretary