

# STATE AVIATION BOARD MEETING AGENDA

**DATE** December 1, 2022

**TIME** 10:00 AM – 2:30 PM

**LOCATION** Zoom Livestream originating at Oregon Department of Aviation, 3040 25<sup>th</sup> Street SE, Salem OR 97302

**LIVESTREAM** Join Zoom Meeting  
<https://us02web.zoom.us/j/84461380955?pwd=L2VyUkJyTVM4bXlFVmFKb1dvanV1Zz09>

Meeting ID: 844 6138 0955  
 Passcode: 858348  
 One tap mobile  
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 +1 507 473 4847 US  
 +1 564 217 2000 US  
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 +1 689 278 1000 US  
 +1 929 205 6099 US (New York)  
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 +1 309 205 3325 US  
 +1 312 626 6799 US (Chicago)  
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**PRESENTING AGENDA** Martha Meeker, Board Chair, and Betty Stansbury, Director of Aviation

#	TYPE	TIME	ITEM	LEAD(S)
1	Information	10 AM	Call to order, Introductions and Roll Call	Meeker
2	<b>Action</b>	<b>5 min</b>	<b>Approve Consent Agenda</b> ▪ Meeting Minutes October 5, 2022 and October 6, 2022	<b>Meeker</b>
3	Information	15 min	Public Comments <i>Limited to 2 minutes per speaker</i>	Meeker/ODA Staff

4	Information <b>Action</b>	20 min <b>10 min</b>	Director's Update <b>Request to LCDC to initiate rulemaking</b>	Stansbury
5	Information	15 min	Salem Airport Update Master Plan and Commercial Air Service	John Paskell, Salem Airport Manager
6	Information	20 min	Planning and Programs Manager Update	Peck
7	Information <b>Action</b>	15 min <b>5 min</b>	COAR Program Overview & Process Update <b>Approve ARC members for 2023 COAR</b>	<b>Abrahamson</b>
8	<b>Action</b>	<b>15 min</b>	<b>Approve Initiate rulemaking OAR 738-060 Aircraft Dealer's License</b> (Housekeeping OAR Update)	<b>Sardinha</b>
		30 min	Lunch break	
9	Information	20 min	Finance Manager Update	Forest
10	<b>Action</b>	<b>20 min</b>	<b>Board Best Practice Survey- Results are measured as one of agency's Key Performance Measures (KPMs) as part of Annual Performance Progress Report</b>	<b>Forest</b>
11	Information	20 min	State Airports Manager Update	Beach
12	Discussion	30 min	Board Updates (This time is provided for the Board members to share news, events, or related information) <ul style="list-style-type: none"> <li>• Board Responses/Input relating to request from previous Board work session</li> <li>• Board Meeting Schedule 2023</li> <li>• Director Recruitment Update</li> </ul>	Board
13	Information	10 min	Other Business This time is provided for the Board or Staff to bring up topics not on the agenda	Board Staff
14	Information	5 min	Agenda input Summary of Board direction to staff Topics for future board meetings Next meeting date is TBD: February 2023 to coincide with OAMA; Salem Convention Center	Board
			Adjourn	Meeker
			After Adjournment, the State Aviation Board will convene in Executive Session. See separate public notice for this meeting. The session will not be open to the public.	

**Persons with disabilities who require special accommodations please call (503)378-2217 at least 48 hours before the meeting.**

The board will provide time in the meeting as listed on the agenda for members of the public to address the board. Individuals who would like to provide Public Comment must respond to the call by the Chair for Public Comment under Agenda Item 3. To be recognized by the Chair for Public Comment, please sign in (if in person), use the Zoom "raise hand" function, ask in the Chat to be recognized, or unmute and ask to be recognized. Speakers must wait to be

recognized by the Chair and then state their name, city of residence, and/or affiliation (if any) before starting to present comments.

Email requests to be included in Public Comment or to submit Written Comment to be sent to the Board prior to the meeting must be received by 5pm the day before the Board meeting at [mail.aviation@ODAV.oregon.gov](mailto:mail.aviation@ODAV.oregon.gov). Written comment received after that time will be forwarded to the Board after the meeting.

The board may discontinue the public comment after a reasonable time if there is a large number of speakers.

**NOTE:** Due to the uncertain length of time for each agenda item, the board may hear any item at any time during the meeting.

If a specific time is indicated for an agenda item, an effort will be made to consider that item as close to the time as possible. Scheduled times may be modified if participants agree. Those wishing to hear discussion on an item should arrive at the beginning of the meeting to avoid missing that item.

Additional Oregon Aviation Board and Aviation Department Information and Mission can be found at <https://www.oregon.gov/aviation>