



STATE AVIATION BOARD MINUTES

DATE December 1, 2022

TIME 10:00 AM – 1:03 PM

LOCATION Zoom originating at Oregon Department of Aviation

You Tube Video Link <https://youtu.be/ZKlomPBzTcg>

PRESENTING AGENDA Martha Meeker, Board Chair, and Betty Stansbury, Director of Aviation

#	TYPE	VIDEO TIME	ITEM	LEAD(S)
			Call to order, Introductions and Roll Call	
1	Information	3:00	Martha Meeker, Cathryn Stephens, Sarah Lucas, Kenji Sugahara, Steve Nagy (joined 10:32am) Excused: Tom Krueger, Mike Oliver	Meeker
2	Action	4:30	Approve Consent Agenda <ul style="list-style-type: none"> Motion to approve Meeting Minutes October 5, 2022 and October 6, 2022, as presented Moved: Sugahara, Second: Stephens Vote: aye: Meeker, Stephens, Lucas, Sugahara Nay: none. Absent: Nagy. Excused: Krueger, Oliver 	Meeker
3	Information	5:00	Public Comments <i>Acknowledge written comments received: Mr. DeHart (FlySalem) and Mr. Brown (Independence Airport)</i> <i>No public comment</i>	Meeker/ODA Staff
4	Information Action	7:00	Director's Update PowerPoint presentation Request to LCDC to initiate rulemaking Motion to approve the Chair signing a letter from the State Aviation Board to the Land Conservation and Development Commission requesting they initiate rulemaking related to the court of appeals ruling on the Aurora State Airport Moved Stephens Second Nagy Vote: aye: Meeker, Stephens, Lucas, Nagy, Sugahara. Nay: none. Excused: Krueger, Oliver	Stansbury

5	Information	33:45	Salem Airport Update Master Plan and Commercial Air Service Google Earth visuals Master Plan update underway; expected completion 2024 Commercial air service – spring 2023	John Paskell, Salem Airport Manager
6	Information	48:50	Planning and Programs Manager Update PowerPoint presentation	Peck
7	Information Action	1:04:15	COAR Program Overview & Process Update Approve ARC members for 2023 COAR <i>Motion to approve the ARC members for 2022-2023 ARC list as presented</i> Moved Lucas Second Sugahara Vote: aye: Meeker, Stephens, Lucas, Nagy, Sugahara. Nay: none. Excused: Krueger, Oliver	Abrahamson
8	Action	1:17:00	Approve Initiate rulemaking OAR 738-060 Aircraft Dealer’s License (Housekeeping OAR Update) <i>Motion to approve initiation of rulemaking for OAR 738-060, Aircraft Dealer’s License</i> Moved Nagy Second Stephens Vote: aye: Meeker, Stephens, Lucas, Nagy, Sugahara. Nay: none. Excused: Krueger, Oliver	Sardinha
			Lunch break	
9	Information	1:22:39	Finance Manager Update PowerPoint presentation	Forest
10	Information	1:33:00	Board Best Practice Survey- Results are measured as one of agency’s Key Performance Measures (KPMs) as part of Annual Performance Progress Report Lucas - FAA requirement for up front funding for environmental assessments – how is this being incorporated into the budget; Forest - this development came up after the Budget was done and ODAV staff is working on how to deal with this and will bring these to the Board.	Forest
11	Information	1:36:00	State Airports Manager Update PowerPoint presentation Update on Independence Airport re: written comment from Mr. Brown – fence and gates project; recent shift to communications via Gov Delivery to ensure more consistent outreach. Meeker - Add Independence Airport to board meeting sites Nagy – visited Independence and appears to be much more secure Meeker: De-icing at UAO – FBO does aircraft; facilities by ODAV Lucas – status of instrument approach at JSY; the NPIAS status of JSY has been changed. Beach – the RW markings are not required for instrument approach	Beach

			so the application ok to file, but at OAMA, FAA backed away from that determination; and instrument procedures would have kept JSY as a Cat 4 instead of drop to Cat 3. Lucas – please pursue this since this is not a published standard Stephens – well done on the	
			Board Updates	
12	Discussion	1:56:00	<ul style="list-style-type: none"> Board Responses/Input relating to request from previous Board work session (see PowerPoint by Chair) Board Meeting Schedule 2023 – send updated draft to Board with dates and locations Nagy: Q400 aircraft donated by Horizon to PCC program for hands on training for all aspects of maintenance/ ties in Hillsboro school district program for aviation science 	Board
13	Information	2:21:00	Other Business This time is provided for the Board or Staff to bring up topics not on the agenda	Board Staff
			No other business brought forward	
14	Information	2:21:56	Agenda input Next meeting date is 2 February 2023 hybrid Salem / Zoom Board to attend OAMA event later in February	Board
		2:26:22	Adjourn	Meeker
			After Adjournment, the State Aviation Board will convene in Executive Session as per ORS 192.660 (2)(h). See separate public notice for this meeting. The session will not be open to the public.	