

STATE AVIATION BOARD WORK SESSION AGENDA

DATE	December 4, 2025
TIME	10 AM
LOCATION	ODOT T-Building RM 240 Stuart Foster Conference Room 355 Capitol St. NE, Salem, OR 97301
VIDEO CONFERENCING	Microsoft Teams Need help? Join the meeting now Meeting ID: 260 084 072 929 Passcode: e7Tg9zK2
	Dial in by phone +1 971-277-1965,,943833138# United States, Portland Find a local number Phone conference ID: 943 833 138#

#	TYPE	TIME	ITEM	LEAD(S)
1	Information	10 AM	Call to order	Chair Stephens
2			Roll Call	Board Administrator
3	Information	15 mins	Public Comment <i>Limited to 2 minutes per speaker</i>	Board Administrator
4	Information	10 mins	Oregon Pilots Association	Becky Breckenridge / OPA
5	Information	15 mins	Director's Update	Kenji Sugahara
6	Information	10 mins	Communications Update	Alexis Morris
7	Information	20 mins	State Airports Manager Update	Anthony Beach
8	ACTION	15 mins	COAR CYCLE 10 / Approve 2026 ARC Members	Ermie Buncal
9	ACTION	20 mins	Board Adoption of OAR 738-124 Updates	Alex Thomas
10	Information	15 mins	Finance Manager Update <ul style="list-style-type: none"> Report of Agency's KPMs Results of Board Best Practice Survey 	Kristen Forest

		5 min	<u>Board Updates</u> This time is provided for the Board members to share news, events, or related information: <ul style="list-style-type: none"> Board Responses/ Input relating from previous Work Session 	Board
		5 min	<u>Other Business</u> This time is provided for the Board or Staff to bring up topics not on the agenda	Board/Staff
		5 min	<u>Agenda input</u> <ul style="list-style-type: none"> Summary of Board direction to staff Topics for future board meetings Next meeting date is February 5, 2025 – Salem	Board/Staff
			Adjourn	Chair Stephens
		30 mins	Lunch	

Persons with disabilities who require special accommodations please call (503) 507-6965 at least 48 hours before the meeting.

Public Comment:

The board will provide time in the meeting as listed on the agenda for members of the public to address the board. When called upon please state your name and affiliation for the record.

Written Public Comment:

All written public comments will be posted to the ODAV website and will be provided to the Board in advance of the meeting. Submit your written comments to mail.aviation@odav.oregon.gov or [online](#) by 5 p.m. the day before the meeting.

Verbal Comments – In-person:

Verbal comments, in-person and remote, are limited to two minutes and will be heard in the public comment period of the agenda. To provide verbal comments in-person you must sign-up using the sign-in sheet prior to the comment period on the agenda. Once called upon please state your name, city of residence, and/or affiliation (if any) before starting to present comments.

Verbal comments – Remote:

Verbal Comments are limited to 2 minutes per speaker and will be heard during agenda item 3 – Public Comments. To provide verbal comment remotely please use the “raise hand” function or type your name and affiliation in the chat.

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