

DC METROPLEX BWI COMMUNITY ROUNDTABLE WORKING GROUP

PUBLIC MEETING

First meeting of the DC Metroplex BWI Community Roundtable Working Group

Tuesday, March 21st, 2017

MAA Offices
991 Corporate Boulevard
Linthicum MD 21090
Assembly Rooms A/B

6:00 PM - 8:00 PM (ended approximately 9:50pm)

MEETING MINUTES

(approved at the April 18, 2017 Roundtable meeting)

PARTICIPANTS

Paul Verchinski*	Paul Harrell*
Michele Hubeny*	Drew Roth*
Bob Stelmazec*	Howard Johnson*
Lance Brasher, elected Chair*	Christopher Yates, elected Vice Chair*
Gary Smith*	Jesse Chancellor*
David Lee*	Alternates:
Patrick Daly, Jr. (absent)*	Marcus Parker
Raymond Robinson attended for Mr. Daly.	Erica Wilemon
Bryan Sheppard*	Andrew Stack
Scott Proudfoot	
Robert Owens, FAA	Paul Shank, MAA
David Richardson, Southwest	Ellen Sample, MAA
Greg Voos, NBAA	David Crandall, HMMH
Steve Batchelder	Katherine Preston, HMMH
Gina Ronzello, CAA	Mary Ellen Eagan, HMMH
Dan Klosterman*	Christine Wysocki, Straughan
David Scheffenacker, Jr.*	Alverna "A.J." Durham, Straughan

*Voting Members

MEETING MATERIALS (APPENDED)

Sent to participants in advance:

- Agenda
- Draft Roundtable Charter Document

Displayed at meeting:

- Provided by MAA:
 - 3 sets of figures depicting departure and arrival patterns pre- and post- DC Metroplex changes
 - Agenda
 - Updated Draft Roundtable Charter Document
 - with redline changes relative the version sent to participants in advance
 - Sign-in sheet

MEETING GOALS IDENTIFIED BY MAA

This is the first meeting of the DC Metroplex Community Roundtable Working Group (Roundtable). The purpose of the meeting is to formally launch the Roundtable and adopt the proposed Charter. The Roundtable is an initiative of the Maryland Department of Transportation's Maryland Aviation Administration (MAA), at the request of the Federal Aviation Administration (FAA). The Roundtable shall be responsible for the following:

- Monitoring the implementation of air traffic procedures established by FAA in the District of Columbia Metroplex Project;
- Identifying possible alternative routings and procedures;
- Evaluating noise effects of possible route changes; and
- Making recommendations to the FAA for further consideration

INTRODUCTIONS

Mr. Paul Shank of MAA welcomed the room to the meeting, shared a reminder of exit locations and emergency procedures, specifically welcomed representatives of public officials (see sign-in sheet), and identified MAA staff and consultants from Harris Miller Miller & Hanson INC. (HMMH). He stated that the goal is the review and adoption of the proposed charter, forwarded prior to the meeting. Mr. Shank pointed out that in order to function, a Chair and Vice Chair are necessary and mention the attendance of the FAA at the meeting (Robert Owens) to discuss the process. Mr. Shank then reviewed the agenda items.

Mr. Shank discussed the roles of MAA and FAA as technical advisors to the Roundtable. He also introduced the professional representatives from the airline industry that would function as non-voting members and subject matter experts (SMEs). He identified the role of HMMH in the meeting as leading the room through the understanding of the process of what everyone hopes to get from the FAA.

Mr. Shank reviewed the process leading to the creation of the Roundtable, including feedback from October 2016 community meeting and subsequent communications between MAA and FAA and he and Ms. Ellen Sample shared messages from the communities. Based on community feedback, FAA requested that MAA adopt a more formalized approach through the Roundtable to deal with implementation of the DC Metroplex procedures. Specific examples identified were: new satellite and a NextGen approach for arrival/departure procedures at the airport. He explained that the purpose of this format is to allow FAA to understand and address these concerns and form alternatives. Mr. Shank

relayed his goals to develop options for FAA to study and explained that SMEs and other members of the technical committee (MAA, FAA) would be available in an advisory capacity moving forward.

Mr. Jesse Chancellor asked if there was a regulatory or statutory basis for these meetings. Ms. Mary Ellen Eagan (HMMH) confirmed that no regulatory requirements existed and explained the request from FAA after the October public meeting was to form a Roundtable to collect recommendations for forward movement on community issues with the DC Metroplex implementation at BWI.

Mr. Paul Verchinski requested that Roundtable members introduce themselves and recommended that the Roundtable hold elections for the Chair and Vice Chair before voting on the Charter. The Roundtable members introduced themselves. Mr. Verchinski stated that he had not been privy to the comments and concerns collected at the October meeting. Ms. Eagan expressed that the important first step is to deal with the business of standing up the Roundtable; once established, those chairing can meet with MAA to set forth future meeting topics. She reminded the room of MAA's role of setting up the Roundtable and providing support throughout the proceedings.

Mr. Chancellor reiterated that members don't know the basis for the Roundtable process. He stated that there is no regulatory reason for them to meet in this particular way and no guidance other than FAA's strong recommendation that they do this. He expressed concern that they have to do it in this format because this is what they've been told to do. Ms. Eagan clarified that MAA's leadership agreed that this is the appropriate way forward and Mr. Shank supported this comment, sharing that FAA is working through this Roundtable process in other areas across the country. The FAA is trying to be consistent with the process across the country and they want to hear from a representative group of those impacted. Mr. Shank offered that MAA approves of the approach, as it includes the community and the voters and allows a collective shaping of future requests to FAA. MAA has transmitted community concerns to the FAA, but FAA cannot act on those recommendations without taking a broader look and being consistent; this is the process that they requested to maintain consistency. Mr. Shank stated that this is an evolving process and confirmed that there is public pushback on the implementation of NextGen at the air carrier airports. As a result, the process to address the issues is evolving. He requested the group to officially form the Roundtable, establish leadership, and guide MAA to work on behalf of the community with the FAA to resolve issues.

Mr. Drew Roth requested that an interface with FAA be established, following the establishment of Roundtable leadership.

REVIEW OF PROPOSED CHARTER

Ms. Mary Ellen Eagan of HMMH reviewed the draft charter. The version distributed at the start of the meeting already reflected changes from discussion with FAA earlier that day. She suggested that the Roundtable review the Charter element by element to get feedback and have a discussion, by consensus or a majority, in order to get resolution on some of these issues.

The Roundtable discussed whether or not to change the name from the proposed 'DC Metroplex Roundtable'. Mr. Roth suggested that it would not be appropriate to name it in a way as that doesn't focus on BWI Thurgood Marshall Airport Community. Ms. Eagan responded that this Roundtable is focused on the Metroplex project and there is a BWI neighbors committee that handles more general issues. Mr. Verchinski expressed concern that the proposed title seemed too broad, i.e., that BWI would be grouped with Reagan and Dulles, according to this title, when he is unfamiliar with what has been implemented there. In short, according to this title, it sounds like they are involved in that process as well. Mr. Shank emphasized that including BWI in the name makes it sound as though it is a BWI Airport problem, when the issue is the implementation of the DC Metroplex, resulting from FAA actions. MAA's

executive management team wants to keep the FAA in this and as the focus of this; not the MAA, and not BWI as it is a part of the DC Metroplex. Any changes we make here can have tangent impacts on these other airports as any change that those in the Roundtable make have an effect on the Metroplex, not just at BWI. Mr. Roth and Mr. Verchinski recommended the name of DC Metroplex Community Roundtable for the BWI Affected Communities. Mr. Shank pointed out that once it was official formed (through adoption of the Charter); the Roundtable could name itself accordingly.

A community member asked if there were other Roundtables associated with the DC Metroplex project. Mr. Shank responded that Reagan National Airport community noise working group (NWG) exists for this purpose. Mr. Chancellor suggested that the group move forward with reviewing the charter and then address the group's name.

Ms. Eagan continued discussion of the charter itself, stating the purpose of Roundtable is to address issues related to implementation of air traffic procedures established by FAA for the DC Metroplex project. She stated her assumption that most or all in attendance were familiar with the project: it was an environmental assessment that was conducted and approved and as a result, a number of procedures were implemented. Those procedures have led to this point and the focus of the Roundtable is to address those issues. For example, a number of suggestions came up during the October public meeting regarding identifying additional routing and procedures. The process for this would be that the Roundtable makes recommendations through MAA to FAA for further evaluation and consideration.

Mr. Robinson asked whether or not vibration would be considered part of noise or considered separately. Mr. Roth also expressed concern that exhaust residue from concentrated flight paths could foul swimming pools and streams and suggested that the Roundtable Charter be changed to state it will evaluate 'noise and other harmful impacts'. Mr. Shank responded that any procedural changes requested by the Roundtable would have to go through NEPA; and that while noise is the chief complaint MAA has received, all environmental issues would be evaluated through the National Environment Policy Act of 1969 (NEPA) process. Mr. Brasher suggested that the FAA intentionally structured this project to avoid doing an EIS, and that in doing so, the FAA cut out the public from having a say in the process. Not only did they (the FAA) decide what kind of study would be undertaken, they have to decide for themselves what kind of impact would occur. Lance stated, "This is our opportunity to make something that works for us, and we have to go for it. We hope FAA will help us. We can't negotiate with ourselves. We need to put our 'asks' on the table and go from there."

Ms. Wilemon asked whether or not the FAA has ever implemented changes requested by community Roundtables, or if changes only been made because of lawsuits. Ms. Eagan responded that there have been some successes; for example, the Oakland Airport/Community Noise Management Forum has identified viable alternatives to procedures implemented through the Northern California Metroplex that would make life better for the communities and feasible for FAA. She added that political pressure has helped movement rather than the lawsuits and that that the FAA has also learned from their experiences in Northern and Southern California and the DC Metroplex. Ms. Wilemon asked if the Oakland community was happy with the process. Ms. Eagan responded that she believes they are happy with the process, but changes haven't been made yet.

Mr. Brasher pointed out that each representative has his/her own issue. In order for the Roundtable to make good proposals, members should have an understanding of all the issues at stake. Mr. Roth added that it is in the best interest of the Roundtable not to limit consideration to just to noise.

Mr. Verchinski suggested that Day-Night Average Sound Level (DNL) (noise limit) is root issue of problem. When he talked to FAA in October, he was told that their noise standard had not been

revisited in 30 years; yet we have airlines today that are operating significantly differently than 30 years ago. Mr. Shank responded that MAA and the Roundtable will not be able to change the laws governing the FAA – Congress changes laws. What MAA is proposing to this group is to first help FAA understand the problem, stating, “Our elected officials are watching us and want to see how well we work together, if we can solve this. My goal is that it doesn’t have to be litigious (and that we) try first to work out the issues. That is the philosophy here.” Ms. Eagan reiterated that the noise standard cannot be changed by this group, but members could lobby their representatives. She added that FAA is reviewing those curves.

Returning to review of the Charter, Ms. Eagan pointed out that compared to the version that was sent to the group on Friday, FAA suggested we create separate tables that reflect voting members and non-voting technical advisory members. The stakeholder categories that have one voting members are communities representing MD State legislative districts, Howard, Anne Arundel and Baltimore counties ‘executive offices, Anne Arundel and Howard County councils. The Senator for each legislative district is responsible for identifying community representatives for the Roundtable. The other voting positions are appointed by the county executives and county council. MAA has suggested 2 year terms that can be reappointed though they are not sure if this Roundtable will last that long and stated that to create this document, we collected charters from Roundtables around the country. Mr. Shank pointed out that any representative could designate someone to sit in for them, if they are not able to make the meeting. Ms. Eagan noted that Community representatives should be comfortable understanding the information being provided and that representatives are expected to represent their constituents and bring that information back to the people they represent. Ms. Sample noted that she has had inquiries from the public wondering who their representative is on the Roundtable; the name and contact info of representatives is currently being released to those who request it. Mr. Shank commented that if any Community representative was not comfortable with their full contact information being released to the public, that they should speak with him.

Ms. Eagan then described the role of Advisors to the Roundtable. These stakeholders are Subject Matter Experts (SMEs), and can advise on a procedure that is within the realm of possibilities so we spend our time most effectively. Mr. Voos asked if these advisors (including FAA) could bring in other folks with different skill sets. Mr. Shank responded that FAA has already expressed willingness to send appropriate SMEs.

Ms. Eagan continued with review of the Charter. She indicated that, based on MAA’s understanding of urgency of this issue, MAA has recommended monthly meetings, which is aggressive. Meetings should be held here [at MAA in Linthicum]. The Roundtable will record its recommendations and report them to FAA. Further, there will be time for public comment at the meetings, as time allows and meetings are conducted in concurrence with Maryland Open Meetings Act.

There was a brief discussion of the Maryland Open Meetings Act. Ms. Louisa Goldstein (MAA) provided an explanation. According to Ms. Goldstein, the Open Meetings Act is a Statute promulgated by the MD legislature which provides for certain procedures for open meetings. She stated that this (the Roundtable) is a kind of hybrid entity because we’ve allowed for public comment, but moving forward, there should be notifications, agenda and topics shared with sufficient notice so people have the opportunity to know what will be discussed. Minutes will be posted on the MAA website, as well as the materials disseminated at the meeting. If there were to be a closed session, there would have to be a vote, which means the meeting would be closed to members of the public. Mr. Roth inquired as to whether or not this places a restriction of Roundtable members to meet amongst themselves. Ms. Goldstein indicated that she would look into that question. Mr. Yates asked how much in advance of meetings should topics be disseminated. Ms. Goldstein responded that she believed that a week or 10

days' notice is sufficient, but that there is no minimum time. The Statue simply states 'reasonable notice.

Continuing with review of the draft Charter, Ms. Eagan stated that the procedure for minutes is that draft minutes would be posted once reviewed by the chair, and that minutes would be approved by entire Roundtable at its next meeting. This is a bit out of order, but MAA suggests that draft minutes be posted on the website as soon as possible, in order that information continues to flow. This sort of administrative support will be provided by MAA.

The Roundtable agreed to consider the draft Charter, as presented, in order to proceed with election of Chair and Vice Chair. Mr. Chancellor pointed out that if the Roundtable adopts this Charter, they could change it later once things get going.

ELECTIONS

The Roundtable then turned to election of a Chair and Vice Chair.

Ms. Eagan noted that Mr. Yates and Mr. Brasher had shared their interest in these positions over email. Ms. Eagan provided an opportunity for others to self-nominate, or nominate another Roundtable member; there were no additional nominations made.

Mr. Yates described his interest in the position, first acknowledging that the Chair or Vice Chair is tough place because if things go back, you're the scapegoat. Mr. Yates is willing to serve as Chair because he is retired, flexible, and available. His goal is to help residents get relief from the noise abatement issues. Another qualification is that he is not a lawyer. He represents Howard County District 9.

Mr. Brasher also described his interest. He represents District 33 in Crownsville. He is a lawyer. Mr. Brasher volunteered to be the chair because he is affected by these flights each day. Communities need relief as soon as possible. This is a challenge. There are a lot of folks with a lot of different problems; he is willing to work hard to get results. He reiterated that in order to get a good result, the Roundtable will have to work with MAA and FAA, and convince them to help us because we can't do it on our own.

Ms. Eagan noted that the Roundtable should vote on the Chair first. Mr. Dan Klosterman nominated Mr. Brasher for Chair; Mr. Bob Stelmaszec seconded the motion. Ms. Eagan made a call for votes in favor of Mr. Brasher as Chair. There were eight in favor. She then made a call for votes in favor if Mr. Yates; there were five in favor. Mr. Brasher was elected Chair.

Mr. Brian Sheppard then nominated Mr. Yates for Vice Chair; Mr. Chancellor seconded the motion. There was a unanimous vote for Mr. Yates as Vice Chair. At that point, Ms. Eagan turned the meeting over to Mr. Brasher.

Mr. Brasher provided his contact information: 443/995-0259 mobile, Ellen will have contact information; ltbrasher@gmail.com. He then proceeded to make a few statements. First, he thanked the Roundtable for their confidence. Turning to the larger issues, he indicated that all Roundtable members need to understand the problems each is facing. Addressing the FAA, Mr. Brasher noted that the Roundtable will need FAA's help. He then returned to the Charter, to address a number of issues that had been raised in earlier discussion, starting with the Roundtable name.

Mr. Stelmaszec expressed concern that this group needs to cover a broad territory, noting that aircraft operations in the vicinity of the airport quickly get out of BWI's airspace and enter Metroplex areas' airspace. He felt that it was not to the Roundtable's advantage to set ourselves aside.

Mr. Roth suggested that the Roundtable name focus on BWI Roundtable members represent only communities around BWI; he further suggested that they should echo the name of our counterpart

working group at DC National. Mr. Roth also noted that he had established a Facebook group called 'BWI Quiet'.

Mr. Howard Johnson: Makes a motion to change the name to DC Metroplex BWI Community Roundtable. The motion carried.

Mr. Roth further moved that the Roundtable scope be expanded beyond noise, as had been discussed; he specifically suggested changing the fourth bullet of the charter's purpose from "noise effects" to "noise and other environmental effects of possible route changes", so we are not just limited to noise. Mr. Chancellor seconded the motion; it passed.

Mr. Chancellor then indicated that he had a broader motion, summarized in a handout he then proceeded to distribute to the Roundtable. He then reviewed proposed changes item by item (with line numbering referencing the version of the draft charter provided prior to the meeting). Discussion of specific points follows:

- Quorum: Mr. Chancellor's proposed language would define a quorum as majority of voting members present, including for motions to charter amendments.
- Funding: Mr. Chancellor would like MAA to take advantage of grants to help this Roundtable. Mr. Shank indicated that he was not aware of an FAA grant that would be available for that. Mary Ellen is not aware of FAA support either. MAA has offered itself and its consultants.
- Annual Report: Mr. Chancellor suggested that the Roundtable prepare an annual report or interim report.
- Mr. Roth moved that federal representatives be added to the distribution identified in Item 9 of the handout. Mr. Verchinski seconded the motion amendment; the motion passed.

There was a lengthy discussion of voting, with specific attention on votes to modify the charter. Mr. Lee indicated that he thought there should be a majority of all representatives when decisions are made. Mr. Verchinski countered that he believed a majority of those present at a meeting (when a quorum was present) should be sufficient to take action; his concern was based on the belief that a higher requirement would limit the Roundtable's ability to take action. Mr. Brasher agreed that a majority vote for items presented as course of Roundtable's business would be sufficient, but expressed his belief that in order to make modifications to the charter, a 2/3 vote of those present (i.e., when a quorum was present) should be required. There was further discussion. Mr. Smith moved that changes to the charter would require a majority of voting representatives. Mr. Stelmaszec seconded the motion; it passed.

Mr. Chancellor suggested adding "NextGen" to discussion of purpose in the Charter. Mr. Shank pointed out that MAA had used "NextGen" in its original communications with FAA on this project. FAA had responded that the focus should be narrower than "NextGen", as Metroplex is only one part of NextGen. Mr. Roth further suggested adding "any other processes" after NextGen; this would provide a more expansive scope. Mr. Brasher called for a voice vote to amend draft charter as presented in Item 4 of the handout, which passed.

Mr. Chancellor then noted that Item 5 of the hand out is no longer necessary. He further commented that on minor spelling and punctuation errors in Item 6.

Returning to discussion of voting, there was clarification of votes for the purposes of conducting Roundtable business vs. votes to change the Charter. Mr. Verchinski moved that the majority of the representatives of the Roundtable or their alternate representatives should constitute a quorum for the purpose of conducting meetings. A motion shall be deemed passed at a meeting where a quorum has been obtained. A majority of those present at a meeting, where a quorum has been obtained, shall be a voting majority. Mr. Brasher clarified that "a motion shall be deemed to be passed if approved by a

majority of voting members present". There were 7 votes in approval, 6 opposed. So the motion passed.

Mr. Lee suggested that there should be a higher bar for votes on a charter amendment; stated simply, if there are 19 Roundtable members, 10 should be required to approve charter amendments. Ms. Eagan Review of Roberts Rules of Order confirming that a majority of quorum can take action, except amending a charter. [Roberts Rules of Order #46]. Mr. Chancellor withdrew the amendment.

Mr. Chancellor turned to suggestion #9, to require an interim and annual report with dissemination to state and federal elected officials. There was a unanimous voice vote approving the amendment.

Mr. Harrell asked for clarification of discussion to approve charter amendments, confirming that a majority of all representatives (not 2/3rds) would be required.

Mr. Verchinski moved to include MAA redline changes, both additions and deletions. This was seconded by Mr. Harrell. The vote passed unanimously.

Mr. Brasher then called for a motion to approve the entire charter, as amended by the Roundtable. Mr. Chancellor made the motion; Mr. Smith seconded. The motion passed unanimously.

ROUNDTABLE NEXT STEPS

Mr. Brasher requested that the Roundtable identify dates for the next meeting. Ms. Eagan responded that MAA had not done so, in order to defer to the desire of Chair and Vice Chair. Mr. Brasher indicated that the Roundtable should do that quickly and get information out to members.

Mr. Roth suggested that the Roundtable should be able to make proposals at its next meeting. Mr. Brasher suggested that members could send any proposals for consideration at next meeting.

FAA REMARKS

Mr. Brasher then invited Mr. Robert Owens (FAA) to address the Roundtable.

Mr. Robert Owens made opening remarks on behalf of the FAA, thanking the group for their patience, interest, and participation to step up as leaders in their communities. He informed the group that it can sometimes be a thankless position, but that the FAA as a whole is committed to this process. Further, he stated that the purpose of DC Metroplex project is to improve air traffic flow and that Metroplex projects focus on designing airspace to maximize efficiency and take full advantage of precise satellite navigation – NextGen was mandated by Congress but they did not offer any blueprints on how to get there. FAA did what they could do to meet mandates of Congress in implementing Metroplex. Over the course of his remarks, Mr. Owens mentioned several times that the DC Metroplex project was the first of 21 in existence now and was therefore the test meaning a lot of the lessons learned are coming out of the harm we're all experiencing. He let the Roundtable know that he and his staff are local and live among the community and wanted to remind the group moving forward that they are all a part of the same communities. Further, SMEs are coming on a voluntary basis and emphasized FAA's commitment to this process.

SMEs were not present for the meeting because the FAA understood this meeting as the Roundtable's opportunity to develop itself and that his role was here more to be more of a presence. Mr. Owens notified the Roundtable that for subsequent meetings, when an agenda is sent, the FAA will ensure the presence of the appropriate SMEs to come and address those concerns. Further, the FAA is not a voting member and is present in an advisory capacity only.

Mr. Owens continued by stating that as far as the way the process works, the idea is that the Roundtable will hear from its constituents, bring concerns to meetings, vote on and prioritize those concerns, and present to FAA once the Roundtable determines that this is the issue/concern. The Roundtable also has the opportunity to offer possible solutions. The FAA will take that back, do the studies, develop the metrics, and return that information in feedback to the Roundtable and give information as to what is feasible.

Mr. Owens expressed that this process, like all else in federal government, is not a quick process; e.g. although the impact of Metroplex seemed to be overnight, it was almost a 20 year process. The FAA does not anticipate that length of time to amend the processes or address your concerns, however, it does take time. The fastest turnaround experienced by FAA with another Roundtable situation was six months but the Roundtable itself is probably the most expedient way of making your voices in the communities heard, as opposed to submitting concerns via the website.

Mr. Chancellor stated that this was a strange process but that the support at MAA and a willing FAA partner who will do what they can do to solve a problem that the FAA created. He expressed discontent with 6 months of no response following the Public Meeting in October but stated that the Roundtable will all learn together as partners. In order to do so, trust will need to be built between the parties involved; he expressed appreciation for the presence of Mr. Owens at today's meeting. Mr. Owens responded that if this Roundtable gets something passed in 3 years, that's a win and FAA acknowledges that mistakes were made.

Mr. Roth reiterated his concerns, stating that every morning at 6 am, folks in Hanover are going to have flights above them—until we get changes made and that the group needs to move in a timely fashion. He expressed a desire to have ideas on the table at the next Roundtable meeting and inquired as to how the group can get problems solved more quickly. Mr. Owens reiterated this as one of the byproducts of being the test as the first Metroplex is that other Metroplex environments and communities will hopefully not have the same concerns and issues as this one does.

Mr. Verchinski expressed concern that FAA does not have any formalized public participation process as he worked with a transit administration for 25 years as director of transit planning and surface transportation modes have very involved public participation process. FAA has no public participation requirements when airplanes very much today impact the quality of life for everyone in the region around the airport. He recommended that the FAA look to those other agencies as a model as people are very interested in quality of life issues, and not after the fact.

Mr. Owens again responded that this was a product of being the first Metroplex and that Houston and Denver do not have this same problem. FAA did meet a legal standard for public involvement, although it may not have been the most appropriate one. The process moving forward at other airports is to invite the communities in and people at mission support from FAA can expound on this. FAA learned from this project that you need to invite people in at the beginning project. There is now a process in place that does this, but was not yet in place for this project.

Mr. Verchinski reiterated the efforts of other transit groups to engage with the public for the FAA to look into. Mr. Owens responded that this is not a problem specific to the FAA but that he is confident the FAA is doing their very best to address this situation. FAA is committed to having someone at all Roundtable meetings or as many of the meetings as they can attend. FAA will try to have the appropriate SMEs present to provide guidance as well.

Mr. Brasher stated that we will hopefully be submitting proposals in a month or so. Mr. Owens stated that the addressing of concerns is going to take time – modeling, researching, NEPA process, etc. The

Roundtable may propose something in one of their meetings and it may take 7 or 8 months to get something back on that proposal.

Mr. Robinson stated that the communities need to see and feel the commitment by the FAA as well. Mr. Owens responded that the FAA's commitment is to hear and address your concerns to the maximum extent possible. However, FAA has charged the Roundtable to be the voice of the community and to share the news and information with communities. Mr. Robinson understood this, but requested that FAA show the commitment somehow.

Mr. Chancellor inquired as to who in the FAA is responsible for what happens here to which Mr. Owens responded that the Roundtable itself is responsible for what happens here and that the FAA does not have one single person responsible but instead the processes involve many people. Mr. Roth expressed concern with confidence in the FAA if there is no single point of contact. Mr. Shank responded that Elizabeth Ray of the FAA is MAA's direct point of contact and he believes that FAA is committed to this. Mr. Shank believes that they will be forced through the environmental process again and the Roundtable needs to work on this for that process; e.g. the sooner the Roundtable comes up with what they want FAA to study, the better. MAA is working to learn and understand the organizational structure and build relationships with the FAA to ensure these problems get solved.

Mr. Brasher stated that 3 years is unacceptable as a timeline and FAA needs to create a sense of urgency regarding these issues. The idea that the Roundtable (as layman) are trying to come up with the solutions does not necessarily make sense as the FAA, etc. are the experts and should be solving the problem for us (the community). Mr. Brasher reiterated that the FAA should come in here and say, "We screwed up. We promise, we swear to you, that we'll solve this problem. It's our mission." He expressed concerns with the lack of that response, the lack of leadership, and the approach of leaving the community to solve the problem. In short, the FAA should lay out the solution options.

Mr. Owens reiterates his support for the community passion on this issue and expressed the FAA would like to understand the problem, then will come up with a solution. FAA senior leadership will be present at future meetings but FAA was under the impression that this initial meeting was to get a charter.

Mr. Stelmaszec stated that he was a commercial pilot and FAA air traffic controller and expressed his frustration. He attended the open house in October and asked a question regarding Air Traffic Controllers (ATCs) which he repeated here. Mr. Owen's responded that for the purposes of this meeting tonight, it's important to stick to the script and not dive into any specific situations. Mr. Owens stated that Lynn will Ray be there for future meetings and from his understanding, comments were collected and categorized from the October 27, 2016 open house.

PUBLIC COMMENT/ DISCUSSION / NEXT STEPS

Mr. Shank stated that FAA did analysis and looked at every comment presented at the at the October 27, 2016 workshop. They decided to release an executive summary of the hundreds of comments they got but MAA did not like the summary and preferred the detailed version – MAA and FAA have been going back and forth on this and at this point, it is in draft form. Mr. Harrell expressed that seeing those responses would be valuable input for the Roundtable.

Ms. Wilemon inquired as to whether or not there is proof that this NextGen approach is actually saving fuel and improving the environment, generally. Mr. Richardson of Southwest responded that there is some disagreement on that and that FAA will claim it saves CO₂ emissions, time to travelers, and fuel. Validation of that has been an issue for the airline as they want to reduce their carbon footprint, be reliable, be on time, and have fewer delays. According to Southwest, they are not seeing those results in BWI. However, the issue is not NextGen but rather it is the DC Metroplex and which airport is being

focused on first. The order seems to be DCA, Dulles, Andrews, and then BWI but there are many considerations. Mr. Richardson states he wished it were mainly about saving fuel but the FAA is in charge and that Southwest is a stakeholder. They try to put in their recommendations and sometimes they are accepted, sometimes not. In the case of BWI, they were not.

Mr. Roth stated that it [referring to the Environmental Assessment for Washington, D.C. Optimization of Airspace and Procedures in the Metroplex] said there would be no significant changes under 3,000 feet Above Ground Level (AGL). The runways are where the runways are, probably not going to be a big deal. What the FAA has done is made many significant changes under 3,000 feet AGL and has gotten a FONSI for an EA and implemented a program which is different from what you got approval for under the NEPA process. Mr. Brasher stated that the FAA is defending certain lawsuits based upon the expiration of the statute of limitations; e.g. when the 60 days is over, the public has missed their window. Mr. Brasher expressed that this does not sound like the kind of thing a federal agency would do for their people, but rather sounds more appropriate to a private sector, for profit, and most of the community was unaware of changes until the aircraft started flying the new paths in 2015.

Mr. Roth stated that when it takes months to setup an information session, it is insulting to the intelligence of the community and seems to be a tool to run out the clock. Mr. Owens responded that this process is not owned by the FAA and he does not know who all of the players and things were in that.

Mr. Parker made a request to Mr. Shank and Ms. Sample for data on noise complaints and any information on recommendations considered to this point. Mr. Shank responded that this data can be provided to the Roundtable but that it has also been transmitted the FAA. Their response was that MAA needed to form a formal Roundtable to get representative input and send the recommendations back.

Mr. Brasher stated that they want FAA to study/consider the pre-NextGen/metroplex scheme. The people impacted are entitled to relief from this problem caused by the DC Metroplex, just as they would be in a legal context. Therefore, the Roundtable moved to have the FAA study moving back to pre-scheme in order get some urgent relief for affected residents and then work to implement NextGen in a way that is good for people. Mr. Brasher moved that "The DC Metroplex BWI Community Roundtable recommends that FAA immediately revert to the status quo ante in order to provide urgent relief to affected residents, while a more deliberate and public-facing process to develop and implement NextGen and a DC Metroplex plan is undertaken." Mr. Jesse Chancellor seconded the motion. A voice vote occurred, with unanimous decision, and the motion was carried.

A discussion followed regarding how to transmit the motion to FAA. Mr. Shank indicated that MAA Administrator would draft a letter between MAA CEO Ricky Smith to FAA Administrator Michael Huerta for the Chair and Vice Chair to review.

CLOSING

Mr. Brasher recommends that they next meeting will be held Tuesday, April 18, 2017 at 7 PM. MAA, the consultants plan to meet the Chair and Vice Chair to discussion future meetings. Mr. Brasher adjourned the meeting at 9:50 PM.

APPENDIX A

MEETING AGENDA

DC Metroplex Community Roundtable Working Group

Tuesday, March 21st, 2017, 6:00-8:00 PM

MAA Offices

991 Corporate Boulevard

Linthicum MD 21090

Assembly Rooms A/B

AGENDA

Item	Discussion Lead	Time
1. Welcome and Introductions	Paul Shank, MAA	6:00 to 6:15 pm
2. Review and Adoption of Proposed Charter	Mary Ellen Eagan, HMMH	6:15 to 6:45 pm
3. Election of Chairperson and Vice-Chairperson	Mary Ellen Eagan, HMMH	6:45 to 7:05 pm
4. Discussion of Roundtable Process	FAA	7:05 to 7:20 pm
5. Next Steps	Roundtable Chair	7:20 to 7:40 pm
6. Public Comment		7:40 to 7:50 pm
7. Closing	Roundtable Chair	7:50 to 8:00 pm

APPENDIX B

DC METROPLEX BWI COMMUNITY ROUNDTABLE WORKING GROUP

Proposed Charter

DRAFT

DC Metroplex Community Roundtable Charter

1 Organization Name: DC Metroplex Community Roundtable

2 Purpose

3 The Community Roundtable is an initiative of the Maryland Department of Transportation's Maryland Aviation
4 Administration (MAA), at the request of the Federal Aviation Administration (FAA). The Roundtable shall be responsible
5 for the following:

- 6 • Monitoring the implementation of air traffic procedures established by FAA in the District of Columbia
7 Metroplex Project;
- 8 • Identifying possible alternative routings and procedures;
- 9 • Evaluating noise effects of possible route changes; and
- 10 • Making recommendations to the FAA for further consideration.

12 Representatives

13 The Roundtable includes representation from a wide range of stakeholders as identified in the table below.

Stakeholder Category	Representative Group	Number of Representatives
Communities (Voting)	14 Representatives, representing the following Maryland State Legislative districts as adopted on February 24, 2012 (per Maryland Constitution Article III, Section 5), as follows:	
	Airport District 32	3
	District 12	2
	District 13	2
	District 33	2
	District 31	2
	District 9	2
	District 44	1
Representatives for Anne Arundel, Howard and Baltimore County Exec. Offices (Voting)	Office of County Executive Allan H. Kittleman, Howard County	1
	Office of County Executive Steven R. Schuh, Anne Arundel County	1
	Office of County Executive Kevin B. Kamenetz, Baltimore County	1
Representatives for Anne Arundel and Howard County Councils (Voting)	Office of the Anne Arundel County Council Chairman	1
	Office of the Howard County Council Chairman	1

16
17 The Senator for each Legislative district listed above shall be responsible for designating Representatives to the
18 Roundtable. Anne Arundel, Howard and Baltimore County Executives shall each appoint one Representative for their
19 respective counties. ~~The FAA shall identify their Representatives and the MAA will identify the aviation user~~
20 ~~Representatives.~~ Representatives shall serve two-year terms, and may be re-appointed. At the end of a term, a
21 Representative continues to serve until a successor is appointed.

22 A Representative may withdraw at any time from participation on the Roundtable by a written notice to the Chair. If a
23 Representative is unable to attend they may send an Alternate Representative who can vote in their absence. Absence
24 of a Roundtable Representative from two consecutive regular meetings without sufficient justification (as determined by
25 the Chair) shall be equivalent to resignation.

26 If there is a vacancy, a new Representative may be designated by the organization that designated the predecessor. A
27 Representative who is appointed after a term has begun serves only for the rest of the term and until a successor is
28 appointed.

29 Guidelines for community representatives:

- 30 • Ability to assimilate and communicate information related to airport operations, facilities and noise at
31 BWI Marshall Airport
- 32 • Available for evening and daytime meetings

33 34 Advisory Groups

35 The following table presents organizations that serve in a technical advisory, non-voting role.

<u>Stakeholder Category</u>	<u>Advisory Groups</u>
<u>Aviation Users (Advisory)</u>	<u>Commercial Carrier – Southwest Airlines SWA</u>
	<u>Air Cargo Association</u>
	<u>National Business Aviation Assoc. (NBAA)</u>
<u>FAA (Advisory)</u>	<u>BWI Marshall Air Traffic Control Tower</u>
	<u>Potomac Consolidated TRACON</u>
	<u>FAA Capital District</u>
<u>Other Government Organizations (Advisory)</u>	<u>Maryland Aviation Administration (MAA)</u>

36
37 The FAA shall identify their Technical Advisors and the MAA will identify the aviation user Technical Advisors.

38 39 Officers/Elections

40 A majority of the quorum of the Roundtable voting Representatives shall elect a Chair and Vice Chair. Officers shall
41 serve one-year terms, and may be re-elected. The Chair shall work with MAA staff to prepare meeting agendas; preside
42 over meetings; and review and endorse meeting notes for the Roundtable's approval.

43 Meetings

44 The Roundtable shall ordinarily meet monthly, at the MAA offices located at 991 Corporate Boulevard Linthicum
45 Maryland, 20190, with a regular agenda. A majority of the appointed Representatives of the Roundtable shall constitute
46 a quorum for the purpose of conducting meetings and voting.

47 The Roundtable shall record recommendations it adopts, and present them to the MAA for transmission to the FAA.

48 Opportunity for public comment shall be designated on each meeting agenda. At the discretion of the Chair,
49 opportunities for public comment may also be offered during discussion of specific topics. A time limit for comments
50 shall be established.

51 All meetings shall be conducted in accordance with Maryland Open Meetings Act.¹ Business of the Roundtable shall
52 otherwise be conducted informally, with procedural questions resolved by reference to the Robert's Rules of Order.²

55 Record of Meetings and Availability of Materials

56 Meeting notes shall include comments, questions, and decisions made by the Roundtable. Notes shall be taken by the
57 MAA, for distribution, after review and approval by the Chair. All meeting agendas, presentations, and minutes will be
58 posted on the MAA website after review by the Roundtable.

59 Procedures

60 Reasonable administrative support for the Roundtable's work program shall be provided by the staff of the MAA, and
61 coordinated by the Chair and Vice Chair. Support may include reasonable activities such as publication and distribution
62 of meeting notices and agendas, taking meeting notes, reproduction of discussion materials, documentation of decisions
63 and recommendations, public affairs liaison by the MAA Public Information Officer and other such tasks as agreed upon
64 by the Chair and the MAA.

65 Funding

66 Funding support for programs proposed by the Roundtable shall be addressed in the regular budgetary process of the
67 MAA. Representatives of the Roundtable shall serve without compensation.

68 Charter Amendments

69 The Charter may be amended by a 2/3 majority of all Representatives of the Roundtable.

¹ Maryland Attorney General, 2016.

http://www.marylandattorneygeneral.gov/OpenGov%20Documents/Openmeetings/10_1_16_OPEN_MEETINGS_ACT.pdf

² Robert, Henry M., Daniel H. Honemann, Thomas J. Balch, Daniel E. Seabold, and Shmuel Gerber. Robert's Rules of Order Newly Revised, 11th edition. De Capo Press, 2011.

Or see: The Official Robert's Rules of Order Web Site. <http://www.robertsrules.com/>