

DRAFT

Safety Committee Minutes

The second meeting was held in the NAA Conference Room on Wednesday, March 22, 2006. The meeting started at 11:30 am.

The meeting was opened by the airport manager and commenced with a discussion of the Tuesday NAA meeting and that Paul Emond and Frank Waller dropped out of the group.

Roy asked Al Fuller to give a brief outline of what was discussed at the NAA Meeting and the reasons why the "Right to Know" needed to be followed. The Safety Meeting was called by the Airport Manager and was being attended by FAA, users, controllers, NAA, and Airport Manager. All users need to know what is being suggested and their suggestions need to be allowed.

Discussions started out with:

1. Meeting should be informal and not be run by Robert Rules
2. Discussion of incidents that discussed caused safety issues
3. Meeting should produce recommendations and minutes to be published on the website and other places requesting feedback

The following areas were discussed as possible problems:

1. Ramp vehicles
2. Too much vehicle traffic going from end to end of the airport
3. Hot spots is the ramp in front of the Tower and Charlie exit from/to the runway
4. People walking on airport with baby carriage

Suggestions:

1. People need to be educated on proper airport traffic procedures
2. Need signs
 1. stop signs at critical intersections
 2. signs where through traffic movement for only authorized vehicles
 3. hold line for cars

4. authorized vehicles allowed to pass through this area (traveling from end to end, tower ramp, through Charlie exit)
5. signs need to be low enough not to interfere with planes
6. signs need to be consistent with FAA style manual
3. Cars need to wait for gate to close
4. Color coded tags for restricted (hot spots) area access
5. Color coded areas with limited vehicle movement allowed
6. Stop traffic from end to end (except for fuel, maintenance, service personnel) and force people to use Perimeter Rd to travel to each end of the airport
7. Better instructions
8. Vehicles authorized to drive end to end or in restricted areas need to have a flag attached to window
9. All moving vehicles on airport need to have hazard lights flashing and headlights on
10. Everyone with a car pass needs to have better instruction
11. People with car pass need to attend a 1 hour training course once a year on the renewal of the pass
12. Encourage people to limit driving to their hanger or plane
13. A map with traffic lanes needs to be made
14. Vehicles need to try to travel between the fence and the buildings when possible to minimize traffic on inner taxiways
15. No parking or limited parking at ramp at GFW
16. Master mailing to airport users on procedures once they are created
17. Capture email list of all users off airport less expensive education and mailings
18. Training by FAA - Harry West in future
19. Use web site to notify people with minutes, recommendations, request email feedback, and request people submit email address to our contact list.

The meeting adjourned at 12:30 pm.

Next meeting will be held on May 3, 2006 at 11:30 pm, NAA
Conference Room.

Royce Rankin

Airport Manager