Summary of the Thirty-Sixth Meeting

Special Committee 224

Airport Security Access Control Systems

The thirty-sixth meeting of SC-224 was held October 29, 2015 at RTCA, 1150 18th Street, N.W., Suite 910, Washington, D.C. 20036 and was attended in person and/or via telecom/WebEx*. Attendees included:

Christer Wilkinson* (Co-Chair)  AECOM System Solutions  
Art Kosatka (Secretary)  TranSecure

Lydia Beairsto*  LGA Airport
Jonathan Branker  CGH Technologies, Inc.
Scott Broyles*  Safe Skies
Kristina Dores*  ICAO
Ed Ebright  Federal Aviation Administration
Karan Hofmann  RTCA, Inc.
Harold Moses  RTCA, Inc.
Jeanne Olivier*  Port Authority of New York & New Jersey
Mike Pilgrim  International Security Concepts
Jennifer Roberts*  Safe Skies
Jay Romlein*  CSHQA

In accordance with the Federal Aviation Advisory Committee Act, Ed Ebright, Federal Aviation Administration (FAA), was the Designated Federal Officer for this meeting.
1. **Welcome and Administrative Remarks**

   Mr. Ebright read the DFO administrative statement; Ms. Hofmann addressed the RTCA proprietary information statement and the chairman made some changes in agenda.

2. **Approval of Previous Meeting Summary**

   The meeting Summary for the September 17, 2015 meeting was approved.

3. **TSA Report**

   Mr. Duffy of TSA not available – attending Florida Apt Managers meeting.

4. **Dedication of Document**

   Charles Chambers’ dedication in this version of DO-230F was discussed and approved. The dedication will be included in document going to the Program Management Committee (PMC) at the December 15th meeting.

5. **Review of DO-230F Sections**

   Review of work sheet for DO-230F - only Sections 1 and 2 were modified and no comments were received. The document with the updates as submitted were approved to forward to the PMC December meeting.


   Mr. Kosatka provided a status report on TSA Guidelines update, and the need for coordination among several projects, including RTCA DO-230. Mr. Moses indicates approval for circulation of invitation for comments to SC 224 membership (accomplished on 10/31/15)

7. **Review of DO-230G Sections**

   - Ms. Dores lead discussion review of document for DO-230G – to be primarily for operational guidelines / checklists
   - Operational guidance – Mr. Hamilton has searched for “should”-type mandates; reports about 50 hits in Section 2
• Mr. Kosatka interjected a scope creep caution -- the goal is to have 2 pages maximum; this discussion suggested a more in-depth effort. The intent is to be similar to TSA Guidelines-type lists; Ms. Olivier will consult with Ms. Dores.
• Confirmed Mr. Branker’s introductory chapter is only section with no checklist.
• Ms. Dores suggested the potential for moving some blocks of content to Section 4 / access control, as has been discussed in previous Plenaries.
  o The following Version “H” is likely to undertake some significant reorganization of some content and/or sections. This is not a current task, but we can begin to take comments on how to do so.
• There as a brief discussion regarding the need to coordinate this document with several others now underway.
  o Mr. Pilgrim and Ms. Dores offered to assist with arrangements.

8. Letter of Thanks to Leonard Wood

A letter of thanks and tribute to Leonard Wood, who is resigning from the committee due to his retirement, was discussed and approved.

9. Date and Time of Next Meeting

Next meeting – in order to coordinate with industry security summit scheduled for 9-10 December, the next plenary to be held Friday December 11th, starting at 0830.

10. Any other Business

There being no other business the meeting was adjourned.

-S-
Art Kosatka
Secretary

CERTIFIED as a true and accurate summary of the meeting.

-S-
Christer Wilkinson
Co-Chairman