



RTCA Paper No. 092-24/PMC-2567
May 13, 2024

**RTCA PROGRAM MANAGEMENT COMMITTEE
MEETING SUMMARY
March 14, 2024**

The RTCA Program Management Committee (PMC) convened in a hybrid format at 8:32 a.m. on March 14, 2024, with some members present at RTCA and others participating via Webex. The attendance list and action items are attached.

AGENDA ITEM 1

Welcome and Introductions

- A. Chair Hegarty welcomed the group, asked attendees to introduce themselves and to note their organization of affiliation. Proxies are noted in the attendance list.
- B. Secretary Hofmann reviewed the anti-trust statement, proprietary policy, and membership policy.

AGENDA ITEM 2

Review / Approve

- A. With a motion from Member Kauffman and seconded by Proxy Member Kenagy, the December 14, 2023 meeting summary was approved with edits. (RTCA Paper No. 004-24/PMC-2531)
- B. The following administrative Special Committee (SC) Terms of Reference (ToR) revision was presented. Approval was moved by Member Williams and seconded by Member Turner. The revision was approved.
 - SC-237 – Helicopter Terrain Awareness Warning System (HTAWS) – Change to Active Monitor (AM) status. Formal recognition by PMC for AM status. The approved ToR is posed on AerOpus (RTCA Paper No. 065-24/PMC-2561).

AGENDA ITEM 3

Publication Consideration / Approval

- A. **DO-230M – *Standards for Airport Security Access Control Systems*, presented by SC-224, Standards for Airport Security Access Control Systems**

- Dr. Christer Wilkinson, SC-224 Co-Chair, and Dr. Jonathan Branker, SC-224 Technical Lead presented.

DO-230M provides guidance on acquiring and designing Airport Security Access Control Systems, as well as the integration, testing, system performance evaluation, and operational requirements related to such access control systems.

The standards outlined herein establish application recommendations for components, processes, methods, designs, and engineering practices in the implementation of Integrated Security Systems (ISSA) systems. In addition, the document contains significant additional material on potential extensions of such systems over and above the current regulatory requirements in line with industry practice, anticipated regulatory requirements and new technology.

The primary sections updated in this release are the credentialing, cybersecurity, and video sections. With growing interest in privacy concerns, this matter has been raised in these sections as the facilitation section.

This document contains forward-thinking references to technology, processes and guidance which continue to evolve. Where applicable, the Committee has made these references in the interest of providing a complete picture of the possible direction of a standard and/or technology.

- Approval was moved by Member Hennig and seconded by Member Williams. The PMC approved the standard, and it will be published as DO-230M.

AGENDA ITEM 4

Integration And Coordination Committee (ICC)

A. Report on ICC Assist with Request of Review of Document

- Clay Barber, ICC Chair, presented.

ICC Chair Barber reported that he and Senior Director, Rebecca Morrison, have been working on a process for the review of documents that have been out for publication for more than five years. This finalized process will be presented at the June 2024 PMC Meeting and will reflect inputs from PMC members (action).

- The presentation is posted on AerOpus (RTCA Paper No. 059-24/PMC-2558).

AGENDA ITEM 5

Past Action Item Review

A. Ad Hoc on FRAC Comment Handling for Non-Members Comments

- Brett Eastham, RTCA COO, presented.

COO Eastham debriefed with a recommendation that this action be turned back to the PMC.

Commenters will follow the dissent process and engage the PMC and EUROCAE TAC to see if an outside independent reviewer is helpful. He stated that RTCA had a telecom listening session that President and CEO Carol Huegel participated in, and following the educational listening session, concluded that the long-standing comment process is effective, and the decision will remain with the PMC. The final listening session will be held March 27, whereby the decision will be communicated to the attendees.

There was a question from Member Turner requesting confirmation that there will not be any change to the current process. President and CEO Huegel confirmed there is no change.

Member Roy suggested communicating the decision on RTCA's website and RTCA accepted the suggestion as an action.

It was shared that during the listening session, RTCA and Dr. Hegarty encouraged the attendees to review the PMC artifacts and where the artifacts can be found on the RTCA website. The key message to the telecom nonmembers is that they are joining the process very late, and it would be more helpful to engage when the ToR is drafted.

Member Roy also asked that if comments are not technical, how will an independent reviewer be helpful?

President and CEO Huegel said the independent reviewer will look at all comments whether technical or not.

Member Hette Hoekema suggested including a reference to the ToR, in the version of the standard that is sent out for Final Review and Comment. If the group has been following the scope as defined in the ToR, it would be harder to challenge the content of the document because they are aligned.

The outcome of the ad hoc and PMC discussion was an ACTION to RTCA to add a description of the dissent process to the RTCA website (action).

- The presentation is posted on AerOpus (RTCA Paper No. 060-24/PMC-2559).

B. Ad Hoc for Investigation for Possible Technical Pilot Advisory Support

- RTCA Senior Director, Standards and Technologies, Rebecca Morrison presented.

Senior Director Morrison thanked all those that were involved in this discussion and stated the takeaway is that all stakeholders need to be heard, the PMC should verify that all members are given equal voices, and that all stakeholders should be engaging early. Senior Director Morrison stated that there are two places where operational focus is needed: within the ToR and in the call for participation. She reminded the PMC of the Special Committee structure, stated that the Chair Reports will be modified to reflect operational focus, and provided a timeline of when the RTCA Special Committee Guidance will be updated.

Member Kauffman asked whether there were any PMC members who could provide technical pilot expertise to review the ToRs and support SCs as needed.

Proxy ALPA Member Kenagy answered that they have technical pilots and explained the ease and ability of ALPA to connect a member with an RTCA committee.

Member Madden answered that Airlines for America (A4A) also has technical pilots among its members and explained the A4A process.

Member Wright stated that the U.S. Air Force also has technical pilots and explained their process for accessing the expertise.

Participant Wes Gooze discussed a long-standing technical pilot group that involves pilots from APA, ALPA, SWAPA, and more, and said the pilots don't have the privilege of attending all the meetings because they still fly. The goal was to have some type of coordination.

President and CEO Huegel thanked Participant Gooze for communicating his concern and underscoring the importance of operational expertise to the development of standards and Senior Director Morrison asked that we take an ACTION to assess the effectiveness of the revised process in December 2024.

Member Kauffman asked if this process will be workable, and Participant Gooze responded he doesn't anticipate problems with the new proposed process. Rather, the new process will be a conduit to access information for the SC documents.

Member Mendonca asked if academia or professors could be included as part of the process as well, to which it was answered yes.

Member Roy stated that he fully supports this endeavor and agrees that there is definitely a need for operational expertise in the development of technical standards. He asked if the last bullet (on the slide) is being looked at to include operational input when addressing a balance for incorporating SME engagement in technical standards.

Senior Director Morrison answered that it is being looked at and that we all have to work to find the right balance to solicit and incorporate operational input to participate in the development of technical standards.

- The presentation is posted on AerOpus (RTCA Paper No. 055-24/PMC-2554).

C. SC-242/WG-124 Consider Document Name Change

- Clay Barber, SC-242 Secretary, presented.

Secretary Barber stated that this was an action from the September 2023 PMC and Member Hoekema said there might be potential confusion with the guidance document title. This was addressed during the SC-242/WG-124 January Plenary. SC-242/WG-124 agreed to change the title of deliverable and changed it from "Wireless Frequency System" to "Radio Frequency System".

Approval was moved by Member Roy and seconded by Member Kauffman. The PMC approved

the ToR and the action was closed.

- The approved revised ToR (RTCA Paper No. 066-24/PMC-2562) and presentation (RTCA Paper No. 041-24/PMC-2545) are posted on AerOpus.

D. Rewording for Proposed SC-228 Revised ToR

- RTCA SC-228 Program Director, Brandi Teel, presented.

The action was accomplished, and the revised version was sent to PMC members for Out of Cycle approval on February 5, 2024. The ballot was approved on February 18, 2024. (agenda item 6F) and the action was closed.

E. Update RTCA ToR Template to include Report Handling

- RTCA Senior Director, Standards and Technologies, Rebecca Morrison presented.

Senior Director Morrison stated that in the revised ToR template, an action was taken that a deliverable needed to be named if it was a non-DO deliverable, something other than a MOPS, MASPS, or Guidance. She added a suggestion was made to amend the deliverable table to include the exact name of document and add a column of the deliverables date. Ms. Morrison invited members to let RTCA know if there are any other suggestions to amend the ToR template.

Senior Director Morrison said these changes will be reflected in the Special Committee Guidance handbook. The action remains open.

- The draft template is posted on AerOpus (RTCA Paper No. 050-24/PMC-2552).

F. Investigate Possible Export Control Restrictions with respect to RTCA

- President and CEO Carol Huegel presented.

President and CEO Huegel stated that the subject was presented to the RTCA Board of Directors (BOD) in February and the Board unanimously agreed that RTCA should engage its General Counsel on the matter. RTCA will share next steps at the PMC in June 2024. Accordingly, this action is still open.

AGENDA ITEM 6

Discussion and Standing Reports

A. RTCA President's Executive Summary

- President and CEO Carol Huegel presented.

President and CEO Huegel shared what RTCA has been working on since the last PMC meeting in December 2023. She apologized to the SC members who were impacted by the snowstorms in January. RTCA will be developing an inclement weather policy which will then be distributed.

President and CEO Huegel shared that the RTCA strategic plan is under review and emphasized that RTCA is here to serve its members and the aviation industry at large. RTCA is looking to engage the new community of airspace users along with the advanced technologies the community is adopting. Ms. Huegel expressed that RTCA understands the importance of introducing standards to the new community and Helicopter Association International (HAI) is a good example of an association that re-branded its offering (HAI is now Vertical Aviation International) to strongly message they embrace the new vertical aircraft community. RTCA would like to embrace the new community and communicate that standards = safety [rather than standards = slow].

She said RTCA is keenly aware of the focus on SC-239 and is receptive to feedback on how to do things more expeditiously, however it is not helpful to criticize the members' progress sans any suggestions for expediting the herculean effort that is underway.

President and CEO Huegel said her priorities are a seamless transition for RTCA members and internal team members. Ms. Huegel has been on a "listen and learn" tour whereby she is meeting with a collage of aviation industry organizations including sister SDOs.

President and CEO Huegel said that during the RTCA BOD meeting, hosted a few weeks ago by Honeywell in Phoenix, AZ, she and the Board members talked about the process of reimagining the RTCA Advisory Board. She expressed that RTCA and its members have an opportunity to capitalize on the talent of the Advisory Board and potentially positive impact on the needs of RTCA members.

She concluded with an acknowledgment that RTCA will be participating in the SDO roundtable with the FAA in the next week, and she is looking forward to the next stops on her "listen and learn" tour.

B. FAA Actions Taken on Previously Published Documents – Update

- Robert Bouza, FAA Representative, presented.

Mr. Bouza discussed the recently released Order 8000.376 on Development and Use of Voluntary Consensus Standards that was published on March 4. Bruce DeCleene will serve as FAA Standards Executive and lead the new Board whose primary objective is to have a more consistent and transparent approach to support standards development across the Agency. Mr. Bouza acknowledged the implementation will be challenging.

Member Barber said Garmin reviewed the order internally and has concerns about the FAA abstaining from Special Committee votes. He asked that they reconsider that part of the order and give committees guidance on whether they agree with a document or not.

Mr. Bouza said since this is an FAA-wide order, there would not be one succinct answer to how the FAA would give guidance in each committee on their opinion of the document. The process of voting has been an issue, the FAA counsel had issues with the voting.

- The presentation, copy of order, and a summary slide are posted on AerOpus (RTCA Paper No. 058-24/PMC-2557).

C. EASA Action Status Summary – Report

- Hette Hoekema, EASA PMC Representative, presented.

Member Hoekema had no report for the meeting, but he did state that EASA will be doing a legal review of a hybrid surveillance with respect to spectrum management, starting in late May/early June.

D. Special Committees - Chair's Reports – Review

- RTCA Senior Director, Standards and Technologies, Rebecca Morrison presented.

Reports were received from SC-147, SC-186, SC-217, SC-223, SC-224, SC-230, and SC-235.

Senior Director Morrison discussed an update with SC-231, TAWS. SC-231 is currently in Active Monitor status and will hold a Plenary in April to decide whether or not to become Active. There is a request to update DO-367, although some companies do not see the need for a revision because it is viewed as necessary for a narrow market.

- Reports are posted on AerOpus (RTCA Paper No. 043-24/PMC-2547).

E. International Coordination – Status Update

- RTCA Senior Director, Standards and Technologies, Rebecca Morrison presented.

Senior Director Morrison provided an update on RTCA international activities which was combined with item 6I, Potential New SC Work.

- The presentation and EUROCAE publication list are posted on AerOpus (RTCA Paper No. 044-24/PMC-2548).

F. Out of Cycle Actions since last PMC Meeting – Presentation Summary

- Karan Hofmann, PMC Secretary, presented.

As a reminder and for formal documentation, the following items were reviewed by electronic ballot or assessment action since the last PMC meeting:

- SC-159 Navigation Equipment Using the Global Navigation Satellite System (GNSS) – DO-401 with Errata: *Minimum Operational Performance Standards (MOPS) for Dual-Frequency Multi-Constellation Satellite-Based Augmentation System Airborne Equipment* – approved January 31, 2024
- SC-222 Airborne Mobile Satellite (Route) Service (AMS(R)S) Systems– ToR Revision – approved February 19, 2024 (RTCA Paper No. 036-24/PMC-2543)
- SC-228 Minimum Performance Standards for Uncrewed Aircraft Systems ToR Revision – approved February 19, 2024 (RTCA Paper No. 037-24/PMC-2544)

- SC-214 Standards for Air Traffic Data Communication Services – DO-352B: *Interoperability Requirements Standard for Baseline 2 ATS Data Communications, FANS I/A Accommodation (FANS I/A Baseline 2 Interop Standard)* – approved February 21, 2024
- SC-214 Standards for Air Traffic Data Communication Services – DO-353B: *Interoperability Requirements Standard for Baseline 2 ATS Data Communications, ATN Baseline 1 Accommodation (ATN Baseline 1 - Baseline 2 Interop Standard)* – approved February 21, 2024

G. Possible Documents for Review – Status Update

- RTCA Senior Director, Standards and Technologies, Rebecca Morrison presented.

This item was covered as part of the ICC Report, in item 4A. Senior Director Morrison explained that RTCA has developed a process to review documents in accordance with a flow chart. Ms. Morrison stated that a Word version will be distributed to the PMC for review and comment and should be returned by June 1. Senior Director Morrison stated that RTCA came up with questions from the ICC in June, September, and December 2023 to help make a decision. The burn down chart to review the documents is moving slower than planned, however progress is still being made.

Proxy Member Bouza asked how RTCA is determining if the regulators are using the documents, to which Senior Director Morrison answered that RTCA is creating a profile of usage as part of the effort. Specifically, RTCA is assessing which standards are currently being used and how they had been used if not currently being used. Proxy Member Bouza then asked will the documents that are not being used go in the store, and Senior Director Morrison answered that not all documents are in the store now, but some members may reach out to RTCA to use the documents. Proxy Member Bouza remarked that while some RTCA documents may not currently be in use, they may still be used by the FAA.

Member Roy asked if all documents are going into the website store and Senior Director Morrison said no, however if someone wants a document, they can contact RTCA to get it.

H. SC-239 – Low Range Radar Altimeter – Update

- Jean Luc Robin and Seth Frick, SC-239/WG-119 Co-Chairs, presented.

The SC-239/WG-119 co-chairs provided a briefing on the new Rad-Alt MOPS the committee is working on. The SC is fully focused on the MOPS development, holding eight in-person meetings in the last ten months, in addition to weekly WG meetings. The volume of work coupled with the limited number of technical SMEs is adversely impacting the MOPS schedule. Last month, the committee kicked off the internal committee Review and Comment (RAC) process, and there is no material in review yet. This process formalizes the review process, shows what is acceptable and what is not acceptable, all of which is preparation for the FRAC process and a document that is robust as possible. The SC co-chairs also described which articles they are focusing on for the next meeting in April.

Member Turner asked a question about the order of the test procedures and testing requirements and how they are driving schedule, to which the SC co-chairs said the requirements are being done concurrently with the test procedures.

Members of the committee voiced concerns about potential slippage in the dates of completion of the document. The leadership replied that they are keenly aware of the optics, and if they think there is any risk with dates ahead of June Plenary, they will identify those risks with the new dates when they present the ToR update at the June 27 PMC meeting.

President and CEO Huegel thanked the co-chairs of SC-239/WG-119 and Senior Director Morrison for their dedication to this effort. President and CEO Huegel further stated that all suggestions for reducing the timeline are most welcome, however it is not constructive to simply assert “it’s taking too long”. Ms. Huegel further requested that PMC members accurately describe the magnitude of the SC-239/WG119 effort and support RTCA’s process should the matter come up in their presence. She said RTCA develops standards and is not involved in the relationship between the FAA and the FCC and/or CTIA. She emphasized that RTCA is doing everything we can to put out quality standards, and is only interested in constructive feedback.

- The presentation is posted on AerOpus (RTCA Paper No: 057-24/PMC-2556)

I. Potential New Special Committee work with new EUROCAE WG-128: Airborne Electronic Hardware Design Assurance and EUROCAE WG-129: Take off Performance Monitoring

- RTCA Senior Director, Standards and Technologies, Rebecca Morrison presented.

Senior Director Morrison said the EUROCAE Council has approved two new working groups and per our MOU asked RTCA to consider joint work on these two new topics. Senior Director Morrison presented a draft ToR for Airborne Electronic Hardware Design (or Development—an official name has not yet been decided) Assurance, two letters of support, a verbal support, and a possible Chair. For Take Off Performance Monitoring, we have received three letters of support however RTCA is in standby waiting for the go-ahead from EUROCAE. Member Turner said The Boeing Company also supports the development of SC-243/WG-128 committee. Senior Director Morrison asked the PMC to approve the kickoff meeting and the ToR will be sent to the PMC Out of Cycle (OOC) once the committee leadership has been established.

The development of the next committee, SC-244/WG-129 is on hold to ensure there is no conflict with the SAE (AS8044A) document and the creation of a new committee. Member Barber stated that Garmin reviewed the SAE document and didn’t see a conflict with the scope of the new committee and the SAE document seemed more like recommendations.

- The proposed initial draft ToR for new SC-243 (RTCA Paper No. 056-24/PMC-2555) and letters of support are posted on AerOpus. The presentation is posted on AerOpus (RTCA Paper No. 045-24/PMC-2549).

AGENDA ITEM 7 – OTHER BUSINESS

A. SC-227, Standards of Navigation Performance – Revised ToR

- SC-227 Chair, Ellen McGaughy, presented.

The group asked for delivery date changes for two documents and to develop a new MOPS with a new title and DO number instead of revising the current DO-257B MOPS to DO-257C.

- Approval was moved by Member Turner and seconded by Member Barber. The approved revised ToR (RTCA Paper No. 067-24/PMC-2563) and presentation (RTCA Paper No. 034-24/PMC-2541) are posted on AerOpus.

B. RTCA Award Nominations – Consideration / Approval of Nominations

- PMC Secretary, Karan Hofmann, presented.

Secretary Hofmann showed the list of Award Nominations for 2023 documents and asked if there were any questions. Member Turner said his name was misspelled. Secretary Hofmann said it would be corrected by RTCA.

- Approval of the nominations was moved by Proxy Member Kenagy and seconded by Member Williams. The list is posted in AerOpus (RTCA Paper No. 042-24/PMC-2546).

C. DO-292A – Assessment of Radio Frequency Interference Relevant to the GNSS L5/E5A Frequency Band, presented by SC-159, Navigation Equipment Using the Global Navigation Satellite System (GNSS) – Status Update

- SC-159 Task Lead, Sai Kalyanaraman, presented.

FRAC comments for DO-292A/ED-401A are resolved and the group in Plenary approved forwarding it to the PMC, however this standard was not finalized in sufficient time to be presented at this PMC meeting. Task Lead Kalyanaraman provided a formal presentation and asked for an out of cycle approval prior to the June PMC meeting, targeting late April.

- The presentation is posted on AerOpus (RTCA Paper No. 051-24/PMC-2553).

D. DO-402 – MOPS for Wireless Avionics Intra-Communication within 4200-4400 MHz, presented by SC-236, Standards for Wireless Avionics Intra-Communication within 4200-440 MHz – Status Update

- RTCA Senior Director, Standards and Technologies, Rebecca Morrison presented.

Senior Director Morrison said SC-236 was awaiting results of Ad Hoc on FRAC Comment Handling for Non-Members Comments, which was discussed and resolved in Item 5A. She stated that she will reach out to the co-chairs to give them the update regarding how the dissent process

will be invoked with non-members, who are not satisfied with proposed committee resolution to their non-concur comments.

Chair Hegarty asked the PMC if were any PMC members that would want to participate in the dissent process and Member Roy and Member Hoekema volunteered.

E. SC-214, Standards for Air Traffic Data Communication Services – Revised ToR

- SC-214 Chair, Claire Robinson, presented.

The group asked to add a change to a previously published document (DO-351B).

- Approval was moved by Member Turner and seconded by Member Madden. The approved revised ToR (RTCA Paper No. 068024/PMC-2564) and presentation (RTCA Paper No. 048-24/PMC-2550) are posted on AerOpus.

F. SC-228, Minimum Performance Standards for Uncrewed Aircraft Systems – Revised ToR

- SC-228 Co-Chair, Brandon Suarez, presented.

The SC asked to revise delivery dates of two documents (DO-366B and DO-387) in order to develop them jointly with EUROCAE WG-105. Because the RTCA process to make the document joint between RTCA and EUROCAE was not followed, the discussion was suspended and will take place at a future PMC meeting.

AGENDA ITEM 8

Schedule for Committee Deliverables and Next Meeting Date

- Standards expected for the June 27, 2024 meeting:
 - SC-159, Navigation Equipment Using the Global Navigation Satellite System (GNSS)
 - DO-292A – *Assessment of Radio Frequency Interference Relevant to the GNSS L5/E5A Frequency Band* – May ask for an Out of Cycle Approval Request

- SC-186, Automatic Dependent Surveillance – Broadcast
 - DO-317C – *Change 1, MOPS for Aircraft Surveillance Applications (ASA)*
- SC-214, Standards for Air Traffic Data Communication Services
 - DO-280B – *Change 2, Interoperability Requirements Standard for Aeronautical Telecommunication Network Baseline 1 (ATN B1 Interop Standard)*
- SC-217, Aeronautical Databases
 - DO-200C – *Standards for Processing Aeronautical Data*
- SC-236, Standards for Wireless Avionics Intra-Communication within 4200-4400 MHz
 - DO-402 – *MOPS for Wireless Avionics Intra-Communication within 4200-4400 MHz*
- Future Meeting Dates:
 - Future PMC meeting dates are: Thursday, June 27, 2024 (note change from previously announced); Thursday, September 26, 2024; Thursday, December 12, 2024; and Thursday, March 13, 2025.

AGENDA ITEM 10

New Action Item Summary

See PMC Action Item Table

Moved by Member Turner and seconded by Member Madden, the meeting was adjourned at 1:09 PM.

/Signed/

Karan Hofmann, Secretary
RTCA Program Management Committee

CERTIFIED to be a true and accurate report of the meeting.

/Signed/

Christopher Hegarty, Chair
RTCA Program Management Committee

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ATTENDANCE LIST

PMC MEMBERS:

Christopher	Hegarty	The MITRE Corporation Chair
Carleen	Adams	Federal Aviation Administration
Clay	Barber	Garmin, Ltd.
Robert	Bouza	Federal Aviation Administration Government Authorized Representative (Proxy for Bruce DeCleene)
Jens	Hennig	General Aviation Manufacturers Association
Hette	Hoekema	European Union Aviation Safety Agency
Karan	Hofmann	RTCA, Inc. Secretary
Carol	Huegel	RTCA, Inc.
Donald	Kauffman	Honeywell International, Inc.
Randy	Kenagy	Air Line Pilots Association, International (proxy for Ed Hahn)
Justin	Madden	Airlines For America
Nancy	Mendonca	National Air & Space Administration
Jim	McClay	Aircraft Owners and Pilots Association
Mike	McDowell	Collins Aerospace
Andrew	Roy	Aviation Spectrum Resources, Inc.
Greg	Schwab	Federal Aviation Administration
Jessie	Turner	The Boeing Company
Heidi	Williams	National Business Aviation Association
Edgar	Wright	U.S. Air Force

OTHER ATTENDEES:

Rich	Adler	Federal Aviation Administration
Jonathan	Branker	Federal Aviation Administration
Jason	Brez	Federal Aviation Administration
Ben	Cluff	CASA
Seth	Frick	Honeywell International, Inc.
Eldridge	Frazier	Federal Aviation Administration
Seth	Frick	Honeywell
Anna	Guegan	EUROCAE
Wes	Googe	American Airlines
Sai	Kalyanaraman	Collins Aerospace
Les	Lyne	Federal Aviation Administration
Ellen	McGaughy	Collins Aerospace
Greg	Moran	The Boeing Company

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ATTENDANCE LIST

Rebecca	Morrison	RTCA, Inc.
Gregg	Nesemeier	Federal Aviation Administration
Brenda	Ocker	Federal Aviation Administration
Kambiz	Rahnavardy	Federal Communications Commission
Steve	Rines	Safron
Jean Luc	Robin	Airbus
Claire	Robinson	Universal Avionics
Cecilia	Shaw	Federal Aviation Administration
Brandon	Suarez	Reliable Robotics
Brandi	Teel	RTCA, Inc.
James	Venslauskas	RTCA, Inc.
Christer	Wilkinson	AECOM
Jim	Williams	JHW UNMANNED SOLUTIONS
Janet	Young	Federal Communications Commission

PMC ACTION ITEM TABLE

TRACKING NUMBER (Meeting Date and agenda item from which original action resulted)	ACTION	ACTION ASSIGNED TO	DUE DATE	STATUS
06/22/2023 Agenda Item 6G	06/22/2023 – Ad Hoc to address how to handle FRAC non-concur or out of scope comments from non-members 12/14/2023 – Report provided, but final recommendations and actions still to be considered / finalized 03/14/2024 – Recommend process under the normal non-concur/dissenting opinion process – PMC members will be included in the path forward	RTCA and EUROCAE	Mar 2024	Closed
06/22/2023 Agenda Item 7A	06/22/2023 – Ad Hoc to draft Charter for a possible Technical Pilot Advisory Committee to serve all active SCs 09/21/2023 – Update provided; work on Charter continues 12/14/2023 – Change from Charter action to further investigation on possible operational support to RTCA’s standards development 03/14/2024 – Process approved for implementation with follow up report back to PMC in December	Carol Huegel, Wes Googe, Ed Hahn, Justin Madden	Mar 2024	Closed
09/21/2023 Agenda Item 6C	09/21/2023 – SC-242/WG-124 consider name change to the Spectrum Guidance Standard 12/14/2023 – Still working 03/14/2024 – Revised ToR presented and approved	SC-242 / WG-124	Mar 2024	Closed
12/14/2023 Agenda Item 6G	12/14/2023 – Reword revised ToR proposal and indicate Report action with respect to FRAC (or just RAC) 03/14/2024 – Action completed with an OOC approved by PMC on revised ToR	SC-228 Leads, Don Kauffman	Mar 2024	Closed
12/14/2023 Agenda Item 6N	12/14/2023 – Coordinate with EUROCAE and change ToR appropriately to specific change format to be used for deliverable 03/14/2024 – Groups agreed to submit in the standard change format – no change to ToR required	SC-186	Mar 2024	Closed

12/14/2023 Agenda Item 7B	12/14/2023 – Update ToR Template to include Handling of Report with respect to FRAC 03/14/2024 – Draft being finalized and working to incorporate in SC Guidance Document	RTCA	Jun 2024	Open
12/14/2023 Agenda Item 7D	12/14/2023 – Investigate possible Export Control restrictions with respect to RTCA and EUROCAE standards 03/14/2024 – Discussed at RTCA BOD and now working with General Counsel	RTCA	Jun 2024	Open
03/14/2024 Agenda Item 4	03/14/2024 – Post proposed published document review process for PMC members to review and provide comments	RTCA and PMC Members	Jun 2024	Open
03/14/2024 Agenda Item 5A	03/14/2024 – Add FRAC process (including dissenting process) to RTCA Web Site	RTCA	Jun 2024	Open
03/14/2024 Agenda Item 5B	03/14/2024 – Report back to PMC on implementation of Ops Inputs to SC's	RTCA	Dec 2024	Open