



ISASI INTERNATIONAL COUNCIL MEETING
September 1, 2019
The Hague, Netherlands

Meeting Agenda

1. Welcome/ Call to Order – Frank Del Gandio

ISASI President Frank Del Gandio called the meeting to order at 8:08 am. The following councilors and guests were present.

Frank Del Gandio	Ron Schleede	Bob MacIntosh, Jr.
Chad Balentine	Barbara Dunn	Syed Naseem Ahmed
Robert Carter	Caj Frostell	Chong Chow Wah
Marcus Costa	Paul Mayes	Alister Buckingham
Frank Hilldrup	Gary DiNunno	Ann Schull
Anthony Brickhouse	Darren Gaines	Daan W. Zwart
Michiel Schuurman	Yasuhiro Yamada	Robert Rendzio
Pamela Suarez	Daniel Barafani	Enriqueta Zambonini
Koji Fukuda	Alexander Leong Yong Jian	Steve Demko

2. Approval of Minutes of Previous Meeting

The minutes of the May 2019 International Council Meeting were reviewed. Motion to approve the minutes – Caj Frostell, Seconded – Bob MacIntosh, Motion passed unanimously.

3. Presidents View – Frank Del Gandio

Frank Del Gandio briefed the Council on the Master Class to visit the MH-17 reconstruction site, participants need a passport, and their ISASI Badge. For the 50th ISASI seminar, Frank Del Gandio put a book together on ISASI. Each ISASI Seminar attendees will receive a special “challenge” coin. Frank Del Gandio briefed that ISASI is still getting applications that are not legible, he requested applicants to please put a business card with the application. Frank Del Gandio wants to form a committee on Ethics and Code of Conduct to take a look – Alister Buckingham and Ron Schleede volunteered for the committee. Frank Del Gandio solicited someone to serve on the Lederer committee – Naseem Ahmed to join committee.

Frank Del Gandio raised the issue of Seminar attendees electing to pay at the door. For this year’s seminar, there are currently over 100 attendees who wish to pay onsite. This causes financial uncertainty for ISASI when planning the Seminar as it is easier for people who have signed up but not paid to cancel last minute.

Frank Del Gandio made a motion to not accept Early Bird Specials for those who pay at the door, Paul Mayes seconded. Barb discussed the rationale in the past for folks paying onsite. Motion passed.

Frank has approved drafting of a “Uses of UAVs for Accident Investigation and updating the “Accident Investigation of UAS” handbook.

4. Financial Report – Bob MacIntosh, Jr

Bob MacIntosh briefed his financial report. ISASI is a non-profit organization which exempts ISASI from US Federal tax requirements. Bob MacIntosh discussed that in accordance with the United States Internal Revenue Service (IRS) rules, ISASI has to file a Form 990 annually, in order to maintain its non-profit status. Part of the IRS process to grant non-profit status, the applicant must provide certain qualifying programs and services. For ISASI this includes the seminar, the *Forum*, the ISASI website, and the Kapustin Scholarship.

The Dubai Seminar profit was over \$120,000.

Bob MacIntosh briefed the importance of membership; both individual, and corporate.

Bob MacIntosh reported that while there are many new membership applications, there are very high numbers of memberships that are only active for a year. He added we need to find ways to keep those members, possibly by better highlighting the benefits of being an ISASI member.

Bob MacIntosh briefed the 2020 budget, which projected a loss of \$38,000, but that only includes a projected profit of \$10,000 from the Montreal seminar. The Reachout and Rudy Kapustin Scholarship budgets are separate.

Bob MacIntosh mentioned that we need to watch publication expenses. The publication costs about \$60,000/year and we have just transitioned to offering both paper and electronic versions. We should encourage more members to elect the electronic publication of the Forum magazine.

Bob MacIntosh briefed the Management Council travel and Management Representative travel expenses. We just need to watch these expenses.

Motion to accept report – Caj Frostell, Seconded – Barbara Dunn, Motion passed unanimously.

Frank Del Gandio mentioned that we need an Audit Chair. He is looking for a volunteer.

5. Membership Report – Frank Del Gandio

Frank Del Gandio briefed that in the past year we added 182 new individual and 4 corporate members. The total ISASI membership is currently 1223 individual and 134 corporate members.

Barbara Dunn mentioned that there are 15 corporate members in the arrears. Barbara checks the list against seminar attendees.

Bob Rendizio mentioned that we need to let Chapter Presidents know of corporate members in the arrears. Frank Del Gandio mentioned that Erin Carroll does a good job of following up with corporate members.

Bob Rendizio briefed his recommendations from his SERC report, including perhaps a study to look at membership. Bob MacIntosh mentioned the importance of marketing ISASI. Daniel Barafani discussed how they have marketed ISASI in South America, which included 20 new members. Bob Rendizio mentioned that it does not help ISASI to not be mentioned on the news. Darren Gaines mentioned the Bylaws with regards to representing ISASI. Bob Rendizio reiterated that we need to look at increasing membership and marketing ISASI. Frank Hildrup asked if we know why folks do not become members. Paul Mayes did a study in Australia using

a small committee. They found that they were not attractive to younger members or students. Naseem discussed the issues they are having with renewals based on the renewal costs. Naseem is putting together a recommendation to increase membership in ISASI from Pakistan. Barbara Dunn stated that it is easier in Canada since they collect their own dues. Most folks that cease membership have retired or left the aviation safety industry. Steve Demko discussed ALPA's accident investigation courses and ISASI being promoted in those courses. Steve Demko suggested perhaps a magazine article in other publications to advertise about ISASI.

Bob Rendizio outreach/advocacy to other aviation publications is a good first step. Bob Rendizio mentioned going to USC to start a similar program like SCSI. Marcus Costa suggested that ISASI needs to be more aggressive promoting ISASI with AIBs, Singapore is the only AIB that promotes ISASI. Marcus Costa said that ISASI needs to be more recognized at ICAO, which involves attending more meetings.

Frank Del Gandio asked the Council to come to the next meeting with membership ideas.

6. Report of the ISASI Forum Editor – Gary DiNunno

Gary DiNunno briefed that we have created the digital *Forum* version. 154 members want only a digital-only subscription, which will save the association a few hundred dollars per issue with the biggest savings being in international shipping. More international members than US members.

Gary DiNunno is working closely with Alicia Storey on the digital version. Barbara Dunn mentioned that she really likes the digital version.

7. Vice President's Report – Ron Schleede

Nothing to report

8. Secretary's Report – Chad Balentine

Nothing to report

9. Executive Advisor's Report – Richard Stone

Nothing to report

10. Website review – Frank Del Gandio

Nothing to report

11. Seminars – Barbara Dunn

a. 2019 The Hague

Barbara Dunn briefed that the seminar boxes were lost or delayed, including name badges. This was resulting in a high workload for the seminar support staff.

Daan Zwart said that everything was ready to go. 411 attendees had registered, more than 300 delegates. They were unable to get KLM as a sponsor, but there was about \$150,000 in sponsorships.

Michiel Schuurman briefed the Master Class, 3 tutorials, and the technical program.

b. 2020 Montreal

Barbara Dunn briefed the 2020 Seminar will be held September 2020 at the Sheraton in Montreal. The theme is “20/20 Vision for the Future”. It will be held August 31-September 3, 2020. Kathy Fox will be one Keynote Speaker.

The website was almost ready and there was a pamphlet for each ISASI attendee at The Hague. They are partnering with ICAO. Barbara Dunn said that Annex 13 will be available to attendees at a reduced rate.

c. 2021 Brisbane – *Proposal*

Paul Mayes briefed 2021 Brisbane. The proposed theme: The Challenges for Aviation Safety. They anticipated the Seminar to be held August 30-September 2, 2021 in conjunction with the Royal Australian Air Force – 100 year anniversary. It will be a normal format for the seminar and Paul Mayes described the city of Brisbane.

12. Reports of National Societies/Councilors:

a. *AsiaSASI* – Chong Chow Wah

Since last Council meeting, they had a workshop last November, which included classroom training on UAV investigation and a ground exercise on site safety, including PPE. The next workshop in Indonesia will be in October which will be 3 days. They will invite non-members to get new members. They would like an ISASI PowerPoint to show during the workshop.

b. *ASASI* – Paul Mayes

They have hosting the *ANZSASI 2020 Regional Seminar* in Gold Coast, as well as promoting the Regional Seminar in Wellington. They are working on their website and recruit more members.

c. *CSASI* – Barbara Dunn

Barbara Dunn briefed her written report. Barbara and Elaine were elected to their terms, this will be the last term. The society is focused on 2020 Seminar in Montreal.

d. *ESASI* – Robert Carter

Robert Carter briefed his written report. *ESASI* hosted their workshop hosted by Rolls Royce which was held May 22-23, 2019, ‘back-to-back’ with an ECAC ACC meeting the previous day. The 2020 Workshop was planned for Budapest, in Hungary, in May/June 2020, again ‘back-to-back’ with an ECAC ACC meeting.

e. *KSASI* –

No report submitted

f. *LASASI* – Pamela Suarez/ Daniel Barafani/ Enriqueta Zambonini

Discussed ‘Building the Identity of *LASASI*’ through a PowerPoint presentation. They are working to promote *LASASI* and plan to host a meeting in the future. They are working on a website and sent out an invitation letter. They are working to increase membership and are working on a newsletter.

Caj Frostell expressed his thanks to the team and the re-development of *LASASI*. Frank Del Gandio and Robert Carter also expressed their thanks to the reestablishment of *LASASI*.

g. *MENASASI* –
No report submitted

h. *NZSASI* – Alister Buckingham
Alister Buckingham briefed his written report. They held the 2019 Regional Seminar in Wellington in June with over 90 delegates. Steady membership around 70 members.

i. *PakistanSASI* – Naseem Ahmed
Naseem Ahmed briefed his written report. They held a Reachout Workshop in June 2019. Naseem is putting together a proposal to increase Pakistan membership.

j. *USSASI* –
NERC – Steve Demko
It has been relatively quiet, working on coordination with JetBlue for NERC meeting

MARC – Frank Hilldrup
They held the MARC dinner in May, but still a challenge to get attendance.

SERC – Bob Rendizio
Had Delta as a corporate sponsor for their SERC meeting, which included various tours of the Delta campus. 127 members with 30% of their membership attending the seminar.

Frank Del Gandio thanked Bob Rendizio and his team for all the work on the website.

k. *International Councilor* – Caj Frostell
Caj Frostell is in continued communication with Africa and Asia in his role as the International Councilor

13. Rudy Kapustin Scholarship – Chad Balentine
Chad Balentine briefed that the committee received eighteen submissions and selected four scholarship recipients.

These four students will be in attendance at the seminar and are expecting to provide a 5-10-minute presentation on their topic.

14. Reports of the ISASI Committees
By-Law Committee – Darren Gaines
Darren Gaines briefed the council on the process for by-law changes. Frank Del Gandio asked any by law changes be sent to Darren Gaines.

Daniel Barafani recommended a new working group to increase promotion of ISASI. Daniel Barafani, Frank Hilldrup, Steve Demko, Robert Carter, Bob Rendizio, and Anthony Brickhouse all volunteered to be part of the working group.

15. Reports of the Working Groups
Corporate Affairs – Erin Carroll

Provided a written report, which discussed the Dubai Civil Aviation Authority as a new corporate member along with 22 delinquent corporate memberships.

Air Traffic Services WG

The working group has been dormant and will be electing a new chair during the seminar.

UAS WG – Tom Farrier

Provided a written report, which was discussed during the Presidents View.

16. ISASI Coordinator of Student Outreach & Mentoring Report – Anthony Brickhouse
Anthony Brickhouse briefed that the Student Outreach and Mentoring program is going well. This program started in 2011. Anthony Brickhouse is interested in starting new student chapters.
17. Old Business
19-1 Student Members – Barbara Dunn
Barbara Dunn will provide an updated proposal at the May Council Meeting. Chad Balentine, Barbara Dunn, and Anthony Brickhouse will meet on Monday to discuss.
18. New Business
19. Off agenda items
Next Council meeting is May 1st.

Naseem suggested that it may be doable to locally publish the *Forum*.

20. Review of open Action Items

Frank Del Gandio adjourned the meeting at 11:01 am.

Respectfully Submitted,
Chad Balentine
ISASI International Secretary