

Safety Management System Focus Group  
2<sup>nd</sup> Quarterly Meeting, August 12, 13, 2008

**Meeting Objective:** Further develop the relationships of SMS Pilot Project Participants and to discuss obstacles, work-arounds, and approaches that have been helpful in SMS Development and Implementation.

<b>Day 1: August 12, 2008</b>			
Start Time	Duration <small>(with questions)</small>	Topic	Presenter
8:00 AM	30	Building opens and check - in	
8:30 AM	10	Welcome and Meeting Logistics	Keith DeBerry (FAA) Dave Prewitt (FEDEX) & Nobuyo Sakata (ATA)
8:40 AM	20	Agenda Review, Meeting Purpose & Introductions	Bob Traube (HT)
9:00 AM	45	Action Items & Parking Lot	Bob & Keith
9:45 AM	30	AFS SMS Website Development & Status	Fred Kaiser (FAAST)
10:15 AM	15	Break	
10:30 AM	60	SMSFG Charter	Keith
11:30 AM	60	Lunch	
12:30 PM	60	AFS SMS Pilot Program Status	Don Arendt (FAA)
1:30 PM	120	Air Canada's SMS Lessons Learned	Peter Blake (AC)
3:30 PM	15	Break	
3:45 PM	60	Medallion Foundation Overview	Dennis Ward (Medallion Foundation)
4:45 PM	45	FEDEX SMS Development & Implementation	Dave
5:30 PM		Adjourn	
<b>Day 2: August 13, 2008</b>			
8:00 AM	45	Overview of AVS SMS	Amer Younossi (FAA)
8:45 AM	60	FAA Rulemaking	Anne Bechdolt (FAA)
9:45 AM	15	Break	
10:00 AM	45	Essential Elements of the AAR Aircraft Services SMS	Rayner Hutchinson (AAR)
10:45 AM	45	SMS Level 1 Lessons Learned – US Air	Larry Farris (USA)
11:30 AM	15	Action Item Review & Plus-Delta Recap	Bob
11:45 AM	15	Core Group discussion and next meeting planning	Core Group
12:00 PM		Adjourn	

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**Planned Presentations and Summaries**

<b>Presenter</b>	<b>Presentation Title</b>	<b>Topic/Summary</b>
Fred Kaiser (FAAST)	AFS SMS Website Development & Status	The current status on efforts to host the AFS SMS Focus Group website
Keith DeBerry (FAA)	SMSFG Charter	Review of the existing draft charter and a discussion of proposed changes and approval approach
Don Arendt (FAA)	AFS SMS Pilot Program Status	<ul style="list-style-type: none"> <li>• Current status AFS SMS Pilot Program</li> <li>• Guidance materials update</li> <li>• FAA's position on Executive Awareness campaign for CEOs and other senior leaders.</li> <li>• FAA's position on a FIRM directive supporting SMS</li> </ul>
Peter Blake (Air Canada)	Air Canada's SMS Lessons Learned	Air Canada and their recent SMS experiences
Dennis Ward	Medallion Foundation Overview	The Executive Director of the Medallion Foundation will give us an overview of the Medallion Foundation's purpose, background, and its ongoing efforts.
Dave Prewitt (FEDEX)	FEDEX SMS Development & Implementation	Development & Implementation of the FEDEX SMS
Amer Younossi (FAA)	AVS SMS Program Office Status	Detailed description of FAA approach to SMS in AVS, including the planned incorporation of SMS within AVS and organizations overseen by AVS.
Anne Bechdolt (FAA)	FAA Rulemaking	The FAA Lead Attorney for SMS will discuss rulemaking process and status
Rayner Hutchinson (AAR)	Essential Elements of the AAR Aircraft Services SMS	An overview of the AAR SMS prototype project and its essential elements including some additional elements, automated tools, and initial positive results.
Larry Farris (USA)	SMS Level 1 Lessons Learned – US Air	A summary of the lessons learned during the US Air SMS implementation
Core Group	Core Group discussion and next meeting planning	Wrap up discussions by the core members of the AFS SMS Focus Group (i.e. Charter Signatories) to include, among other items, the plans for the next meeting.