

MICHIGAN AERONAUTICS COMMISSION

Minutes of Meeting
Lansing, Michigan
November 16, 2022

Pursuant to Section 31 of Act 327 of the Public Acts of 1945, the Commissioners of the Michigan Aeronautics Commission (MAC or Commission) met at the Michigan Department of Transportation (MDOT) Office of Aeronautics, 2700 Port Lansing Road, Lansing, Michigan, on Wednesday, November 16, 2022.

COMMISSION MEMBERS PRESENT

Kelly Burris, Chair
Dr. Brian Smith, Vice Chair
Rick Fiddler, Commissioner
Benjamin Carter, Commissioner
Russ Kavalhuna, Commissioner
Kevin Jacobs, Designee MDNR
Laura Mester, Designee MDOT
F/Lt Greg Setla, Designee MSP
Mike Trout, Director
Bryan Budds, Commission Advisor
Alicia Morrison, Commission Analyst

COMMISSION MEMBERS ABSENT

Brig. Gen. Bryan Teff, Designee MDMVA

I. OPENING REMARKS

The November 16, 2022, MAC meeting was officially called to order by Chair Kelly Burris at 10:02 am.

Chair Burris welcomed all to the meeting. She thanked all in attendance for the meeting and reminded those online to keep microphones muted unless officially speaking. She then asked everyone to join in reciting the Pledge of Allegiance.

Chair Burris asked for a formal roll call. Roll call was taken. It was announced all eight (8) Commissioners were present for a quorum.

II. MOMENT OF SILENCE

Chair Burris asked for, and all attendees observed, a moment of silence to honor those who perished in the recent Dallas Air Show tragedy.

III. COMMISSION BUSINESS

A. Minutes of the September 14, 2022, Meeting

Chair Burris asked if there were any revisions to the minutes of the meeting held on September 14, 2022. There were none. She entertained a motion to approve



the minutes. The motion was moved by Commissioner Russ Kavalhuna and seconded by Vice Chair Brian Smith to approve the minutes as presented. **All voted in favor. Chair Burris announced the motion is carried.**

B. 2023 MAC Meeting Schedule

Chair Burris asked if there were any corrections or changes to the draft schedule, noting her intent is to hold meetings at airports throughout the state, as much as possible, during her tenure. There were no changes or corrections to the schedule noted.

Chair Burris then entertained a motion to approve the proposed schedule, stating the meeting locations would be finalized and presented as confirmed. The motion was moved by Commissioner Rick Fiddler and seconded by Commissioner Russ Kavalhuna to approve the 2023 MAC schedule as presented. **All voted in favor. Chair Burris announced the motion is carried.**

C. Request for Approval and Transfer of Appropriated Funds

Chair Burris called on Laura Wise, who then presented the Airport Sponsor Contracts and Supplemental Transfers.

Airport Sponsor Contracts

1. Custer Airport, Monroe (TTF)
2. Canton-Plymouth-Mettetal Airport, Plymouth (1D2)

Airport Improvement Program Direct Primary Grant

3. Detroit Metropolitan Wayne County Airport, Detroit (DTW)

Bipartisan Infrastructure Law (BIL) Airport Infrastructure Grant

4. Chippewa County International Airport, Sault Ste Marie (CIU)

Supplemental Transfers > 15% of Original Transfer

5. Padgham Field, Allegan (35D)
6. DuPont-Lapeer Airport, Lapeer (D95)

Supplemental Transfers – No Action Required

1. Hillman Airport, Hillman (Y95)
2. Romeo State Airport, Romeo (D98)
3. Romeo State Airport, Romeo (D98)

Coronavirus Aid Relief and Economic Security (CARES) Act Development Grant – No Action Required

1. Kalamazoo/Battle Creek International Airport, Kalamazoo (AZO)

Chair Burris asked for a motion to approve the transfers as presented. The motion was moved by Commissioner Ben Carter and seconded by Vice Chair Brian Smith to approve the transfers as presented. **All voted in favor. Chair Burris announced the motion is carried.**



A complete list of contract descriptions can be viewed at www.michigan.gov/aero under the Commission tab.

D. Airport Loan Program

Chair Burris called on Laura Wise, who then presented the Airport Loan Program request.

1. Owosso Community Airport, Owosso (RNP)

Chair Burris asked for a motion to approve the loan request as presented. The motion was moved by Commissioner Ben Carter and seconded by Vice Chair Brian Smith to approve the transfers as presented. **All voted in favor. Chair Burris announced the motion is carried.**

E. 2023 Weather Systems Contract Approval

Chair Burris called on Mike Soper, who then presented the 2023 Weather Systems Contracts.

Automated Weather Observation Systems (AWOS)

1. Grosse Ile Municipal Airport, Grosse Ile (ONZ) – Expires 1/1/2023
2. Livingston County, Spencer J Hardy Airport, Howell (OZW) – Expires 1/7/2023
3. Gratiot Community Airport, Alma (AMN) – Expires 2/12/2023
4. Dupont-Lapeer Airport, Lapeer (D95) – Expires 2/22/2023
5. Wexford County Airport, Cadillac (CAD) – Expires 3/12/2023
6. Jack Barstow Airport, Midland (IKW) – Expires 3/20/2023
7. Antrim County Airport, Bellaire (ACB) – Expires 3/21/2023
8. Roben Hood Airport, Big Rapids (RQB) – Expires 5/13/2023
9. Charlevoix Municipal Airport, Charlevoix (CVX) – Expires 5/13/2023
10. Mason Jewett Field, Mason (TEW) – Expires 6/3/2023
11. Mt. Pleasant Municipal Airport, Mt. Pleasant (MOP) – Expires 6/5/2023
12. Luce County Airport, Newberry (ERY) – Expires 6/27/2023
13. Schoolcraft County Airport, Manistique (ISQ) – Expires 7/2/2023
14. Hillsdale Municipal Airport, Hillsdale (JYM) – Expires 7/2/2023
15. Monroe Custer Field, Monroe (TTF) – Expires 7/16/2023
16. Kirsch Municipal Airport, Sturgis (IRS) – Expires 8/29/2023
17. Dow Memorial Airport, Frankfort (FKS) – Expires 9/17/2023
18. West Branch Community, West Branch (Y31) – Expires 10/1/2023
19. Branch County Memorial Airport, Coldwater (OEB) – Expires 11/13/2023
20. Owosso Community Airport, Owosso (RNP) – Expires 12/2/2023
21. H. W. Browne Airport, Saginaw (HYX) – Expires 12/2/2023



Weather Briefing Systems (WBS)

1. Delta County Airport, Escanaba (ESC) – Expires 5/6/2023
2. Chippewa County International Airport, Sault Ste. Marie (CIU) – Expires 5/6/2023
3. Gaylord Regional Airport, Gaylord (GLR) – Expires 5/14/2023
4. Houghton County Memorial Airport, Hancock (CMX) – Expires 5/21/2023
5. Pellston Regional Airport of Emmet County, Pellston (PLN) – Expires 6/12/2023
6. Ann Arbor Municipal Airport, Ann Arbor (ARB)– Expires 6/24/2023
7. West Michigan Regional Airport, Holland (BIV) – Expires 6/24/2023

Chair Burris asked if there were any questions or comments on the weather contracts. Commissioner Jacobs asked how many total AWOS sites there are and why so many contracts were up for renewal this year. Mike Soper responded there are 41 total, and the contracts are just a matter of timing. Commissioner Carter asked if this was a 50/50 cost share with the local communities and what the total dollar amount is for approval of the contracts. Mike Soper responded yes, it is a 50/50 cost share, and the cost is approximately \$2,000 per year per site. Commissioner Laura Mester asked how the newly appropriated \$3.9M would affect these contract amounts or approvals. Mike Soper responded, it would not, that appropriation and its use are separate. Commissioner Mester then asked if the \$3.9M would be enough for the entire system upgrade, Mike Soper responded that remained to be seen.

Chair Burris entertained a motion to approve the contracts. The motion was moved by Commissioner Kevin Jacobs and seconded by Commissioner Rick Fiddler to approve the contract as presented. **All voted in favor. Chair Burris announced the motion is carried.**

F. Establishment of Michigan Aviation Career Pipeline Committee

Chair Burris introduced the Michigan Aviation Career Pipeline (MACP) Committee. She stated this Committee's purpose is to promote diverse, equitable and inclusive aviation career opportunities through active outreach and engagement to support/ensure/impact the future success and growth of the aviation industry in Michigan. She continued by stating the make-up of the committee would include members of the Commission, the Office of Aeronautics, Michigan airport communities and Michigan educators. Chair Burris concluded by saying the intent is for the committee to travel across the state to broadly connect aviation communities with the MAC and each other to increase career resources, especially for underrepresented peoples. Metrics from the MACP and its impact will be shared at each future MAC meeting. No action was needed or taken for this agenda item.



IV. PRESENTATION

Chair Burris called on Kelly Jost, Managing Aviation Engineer, C&S Companies, to present on the Women in Aviation Advisory Board (WIAAB) report, [Breaking Barriers for Women in Aviation: Flight Plan for the Future](#).

Kelly Jost began by explaining how the WIAAB was formed and its make-up of 30 women aviation professionals holding a variety of positions. She stated the Board's vision statement was to "...leave to future generations an industry that has attracted and retained the best possible talent. The result will be an industry on the leading edge of safety, innovation, and profitability. Purposeful attention to workplace culture, recruitment, retention, and advancement of women will improve access to all those seeking opportunity for satisfying careers."

Kelly went on to highlight sections of the report including compounding barriers that are encountered at all age groups and the framework to finding accelerated success at those same ages. She stated the Board focused on five main areas: culture, recruitment, retention, advancement, and data. She noted the lack of data and how important knowing where we are is in relation to where we need to go, highlighting the lack of movement over the last 60 years for women in aviation careers. She discussed factors that deter women from, or cause them to leave careers in aviation, remarking harassment and discrimination as the prime cause.

Kelly concluded her presentation by inviting all to read the entire report and thanked the Commission and Chair Burris for recognizing the importance of recruitment and retention of women and minorities by standing up the Michigan Aviation Career Pipeline.

Chair Burris asked if the flat curves for employment in the aviation industry for women/minorities was also representative of other industries and how other industry curves compare. Kelly Jost responded she did not know, and this was a good example of the data gaps that need to be addressed. Chair Burris then discussed how important it is to have representation and visibility for women/minorities in roles that have not been traditionally filled by this demographic. She also cautioned to not assume someone holds a certain position based on their looks. Commissioner Mester offered a suggestion for the MACP to reach out to other state agencies, Michigan Department of Labor and Economic Opportunity and/or Department of Education, for additional connections and resources. Chair Burris, Commissioner Mester, and Kelly Jost all concurred how important these initiatives are and shared personal experiences on being women in the transportation industry. Vice Chair Brian Smith commented it was time to get to work and was appreciative of the MACP initiative. Chair Burris also spotlighted the work of Tuskegee Airman and Midland Airport Manager, Sarah Pagano, for their outreach efforts.

V. DIRECTORS REPORT



A. **MAC Director's Report**

Chair Burris called on Director Trout who presented his Director's Report.

Director Trout began by discussing various equity, diversity and inclusion initiatives including the introduction of Terri Slaughter, Chief Culture Equity and Inclusion Officer who will be joining a future meeting in person; noting the American Association of State Highway Transportation Officials (AASHTO) President Transportation Awards given to MDOT; and highlighting the Federal Aviation Administration (FAA) Airport Disadvantaged Business Enterprise Program.

Director Trout next updated on the fiscal year (FY) 2022 aviation fuel gallons. He stated there were 274,647,164 gallons pumped and 184,038,301 gallons refunded for the year. He also highlighted the operating revenue (\$14,618,986.30) and expenditures (\$10,140,055.32) for this same period.

Director Trout highlighted the MDOT Five Year Transportation Program (5YTP) as adopted by the State Transportation Commission on November 10, 2022. A link to the 5YTP can be found here: <https://www.michigan.gov/mdot/-/media/Project/Websites/MDOT/Programs/Planning/Five-Year-Transportation-Program/2023-2027-Draft-5YTP.pdf?rev=7e2758b88fb943b3baabc06635d5ba4f&hash=7CA6981E3C0B08B8418CB43D3AC27EA1>

Director Trout gave a state legislative update. HB6361 would make changes to the Aeronautics Code (Representative Yaroch), HB6123 would update federal statute regarding airport sterile areas (Representative Damoose), HB6172/SB1071 would earmark an amount equal to collections of 4% sales tax for the State Aeronautics Fund (Representative VanSingel/Senator Schmidt), and HB4915-4917 would require an agreement with the airport for shared vehicle operations on the airport. None are expected to move during the lame duck session.

Director Trout updated the Commission on uncrewed aerial system (UAS) initiatives. The UAS Task Force met on October 19; the UAS Corridor Feasibility Study is wrapping up and the Executive Summary/Final Report should be released in January 2023. He highlighted two current research projects on electric charging stations and communications mesh, also noting MDOT Aero has submitted a SMART grant application to secure funding for future UAS activities. He concluded by sharing local news articles from Traverse City and Holt on UAS initiatives and programs showcasing how advanced air mobility is becoming more common.

Several awards and recognitions were noted by Director Trout including Commissioner Russ Kavalhuna presenting Senator Jim Stamos with the MAC



Award of Excellence awarded to him in September. He also noted that Aero Deputy Director, Bryan Budds, was nominated for the AASHTO Transportation Vanguard Award for his PFAS work, and Director Trout was named Regional Director of the National Association of State Aviation Officials (NASAO) Great Lakes Region for 2022-2023. He then presented a Simply Super Service award to MDOT Aero staff Steve Houtteman, Laura Wise, and Barb Diou-Roig for their work on PFAS grants to Michigan airports. Congratulations!

Director Trout and his staff made outings to Sault Ste Marie to attend the terminal grand opening on October 20 and to Detroit for Mayor Duggan's ceremony at Coleman A. Young Memorial airport. Look for additional outreach by the MAC and Aero staff in the future as we are now post-pandemic and have less travel restrictions.

Director Trout welcomed new Aero staff Paul Nicastrì, Engineer/Project Manager; Karin Palmer, Administrative Assistant; Stan Reinke, Environmental Specialist; and Ryan Panlener, Veteran Intern Office Assistant. Aero has two current openings for an Inspector/Aviation Specialist and Aviation Services Section Manager. Aero and all other open state jobs can be found at this link: [SOM - State of Michigan Employment](#).

Director Trout concluded his report by thanking all the veterans on the Commission, at Aero, and attending the meeting today. This thanks was echoed by Chair Burris - -your service and sacrifice is appreciated by all.

VI. COMMISSIONER COMMENTS

Chair Burris asked if any Commissioners would like to make a comment.

Commissioner Russ Kavalhuna expressed his thanks to MDOT Aero staff for a job well done, noting all the work quietly completed in the background and how well the Commission is served by this. Commissioner Kavalhuna continued by welcoming and congratulating Chair Burris on her appointment to Chair and offering his support. Commissioner Kavalhuna concluded his comments by celebrating the new MACP Committee and suggesting partnerships with community colleges and Michigan employer associations, again offering his support.

Vice Chair Brian Smith commented how important women and minorities are to the workforce and applauded the MACP Committee. He then suggested involvement with local colleges and universities.

Commissioner Ben Carter also noted his appreciation for MDOT Aero staff and the good work being done. He concluded with his support of the MACP Committee.

VII. PUBLIC COMMENTS

Chair Burris asked if anyone would like to make a public comment. Catherine Fiore, Airport Director, St. Clair County International Airport, Port Huron, stated she would like to make a public comment regarding Bipartisan Infrastructure Law (BIL) funding. She stated her concerns were for NPIAS General Aviation airports and their inability to actually use awarded BIL funding and requesting help in getting action and answers from the FAA. Chair Burris responded that Aero staff would be happy to meet with her to discuss the concerns further and how the Commission and Aero can help. Chair Burris thanked her for her comments.

VIII. CLOSING

The next MAC meeting is scheduled for 10:00am on Thursday, January 26, 2023, as a joint meeting with the State Transportation Commission, at the MDOT Office of Aeronautics, 2700 Port Lansing Road, Lansing, Michigan.

Chair Burris thanked the Commissioners, Office of Aeronautics staff, and the public for their participation today, reminding everyone that information presented today could be found at www.michigan.gov/aero or by calling 517-335-9568.

The meeting was adjourned at 11:18 a.m.



Kelly Burris, Chair



Michael G. Trout, Director

