ASIC 2nd Quarter Meeting Minutes April 10th, 2019

Committee Updates:

Secretary/Treasurer: Sarah/Patrick B.; discussed 2019 budget. After estimated obligations, there is approximately $12,000. Estimating $3,000 per person (for three ASIs) for ISASI, leaving $3,000 in budget.

Membership/Outreach Coordinator: Dan M./Brandon/Seth; use social media more advantageously to make members aware of the ASI Committee. Will contact Meagan Roper to assist in this process.

Standardization/Training Coordinator: Allison, Dan C. Patrick C.; annual training in Washington, DC in May 2020. Will send out an email to see what activities/speakers that the Committee is interested in attending. NSTLC group was recommended.

Investigation Resources/Repository Coordinator: Tim, Amy, Karena; what additional documents do we want in the Dropbox? Drug testing order? Group will work on organizing Dropbox.

Information Technology: Dan M. and Curt; working on updating our information on NATCA main website. Place our new ASI group photo on the ASI Website.

Old Business:
- ASI Charter Update: Waiting on NATCA National to finalize and approve
- Working on formatting the SOP
- 2019 ISASI Conference: Curt, Karena, Brandon and Chad are attending
  - Dan C., Patrick B., and Patrick C. volunteered and are backups
- Solicit NTSB for removal of names from reports: NNO is finalizing letter

New Business:
- 2020 ASI Annual Training scheduled for Washington, DC in May 2020
- ATM/Facrep letter needs to be updated. We should follow up to ensure our facilities have received it
- Post investigation de-brief; conducted via Go-To meeting, or wait until the next quarterly meeting