

Robert W. Shaffer, Chair  
Edwin R. Lozano, Vice Chair  
Mark R. Murawski, Secretary



PENNSYLVANIA AVIATION ADVISORY COMMITTEE

**ANNUAL REPORT FOR THE YEAR 2020**  
**OF THE COMMONWEALTH OF PENNSYLVANIA**  
**PA AVIATION ADVISORY COMMITTEE**

**BACKGROUND**

In accordance with Act 1999-58 amending Title 74 (Transportation) of the Pennsylvania Consolidated Statutes as amended, the following is a report of deliberations and actions of the Commonwealth's Aviation Advisory Committee (AAC) for the year 2020.

The purpose of the PA AAC is to provide guidance to the Governor, the General Assembly, the Secretary of Transportation, and the State Transportation Commission on aviation matters. It is also the desire of the AAC to provide guidance to the Secretary of Community and Economic Development as the aviation industry and related interests can have a significant impact on Pennsylvania's overall economy. The AAC aims to further the public interest and enhance aeronautical development within the Commonwealth.

The 2020 AAC officers were Mr. Robert W. Shaffer, Chair; Mr. Edwin R. Lozano, Vice-Chair and Mr. Mark R. Murawski, Secretary. The AAC held four (4) formal public meetings in 2020, as required by the bylaws. Due to the COVID 19 Pandemic and in accordance with federal and State health guidance and directives all four meetings were held in a virtual platform utilizing SKYPE. It should also be noted that the various AAC sub-committees communicated by means of informal telephone, e-mail and internet conference communications. (The approved minutes of the four quarterly public meetings are provide in the Appendix Section- Exhibit A.)

The AAC has 25 members appointed by the Governor and serve for three (3) year terms. Any member of the AAC may be reappointed for no more than two full successive terms. The Governor reappointed a number of AAC members in 2020 whose terms had expired, however there are two remaining AAC member seats to be filled. (Refer to Appendix Section- Exhibit B. )

The following Subcommittees have assisted and advised the AAC in performing its functions during 2020.

## AAC SUBCOMMITTEE REPORTS

### REAL ID SUBCOMMITTEE, Mr. Nolan Ritchie, Chair

The purpose of the formation of this AAC Subcommittee was to address concerns related to the Commonwealth's implementation and preparedness of the federal REAL ID Law. This Subcommittee was tasked with evaluating the Commonwealth's marketing plan for REAL ID, and developing recommendations to enhance the public awareness and education of the REAL ID requirements. Beginning October 1, 2021, Pennsylvanians (18 years of age and older) will need a REAL ID compliant driver's license, photo ID card, or another form of federally-acceptable identification (such as a valid passport or military ID) to board a domestic commercial flight or enter a federal building or military installation that requires identification. PennDOT is the exclusive agency charged with the deployment and issuance of REAL IDs, which only started in March of 2019. The Subcommittee issued recommendations for Commonwealth and Aviation Partners in a FINAL REPORT that is provided in the Appendix Section Exhibit C.



### PA ACT 52 SUBCOMMITTEE, Mr. David Eberly, Chair

The purpose of the formation of this AAC Sub-committee was to monitor the impact of the enactment of PA Act 52 of 2013 which among other business environment improvements, the act provided a sales and use tax exemption for aircraft parts, services to aircraft and aircraft components. The AAC believes this legislation has been extremely beneficial to aviation development within Pennsylvania, especially since all adjacent states have enacted similar legislation which would make our state regionally non-competitive if the Act were repealed. The Subcommittee is continuing to monitor the effects of Act 52 on the aviation industry and document its benefits. Toward this end, the Sub-committee will initiate a survey of PA airports in 2021 to gather empirical data and testimony on the impacts of Act 52 and coordinate with appropriate state elected and appointed officials the results of this analysis to promote the positive role of aviation toward the Commonwealth's future economic development.

## HANGAR DEVELOPMENT SUBCOMMITTEE, Mr. Edwin Lozano, Chair

The purpose of the formation of this AAC Subcommittee was to explore and document the demand for increased hangar capacity specifically at general aviation airports in the Commonwealth and identify the funding issues, technical assistance needs and regulatory barriers toward future development of new hangars, especially those smaller T-hangars and box hangars that are less than 12,000 square feet in size. The AAC is partnering with the Aviation Council of Pennsylvania, (ACP) and the Aircraft Owners and Pilots Association, (AOPA) through the development and issuance of a comprehensive survey regarding overall hangar needs that has been sent to general aviation airports. It is anticipated the survey results and coordinated recommendations from all three aviation organizations will be issued as a “White Paper” to key elected officials and other aviation stakeholders during late Spring 2021 for action.

## AVIATION PARTNERSHIPS SOARING TO NEW HEIGHTS

Robert W. Shaffer, Chair  
Edwin R. Lozano, Vice Chair  
Mark R. Murawski, Secretary



PENNSYLVANIA AVIATION ADVISORY COMMITTEE



## OPERATING PROCEDURES SUB-COMMITTEE, Mr. Mark Murawski, Chair

The purpose of the formation of this AAC Sub-Committee was to develop a set of Operating Procedures that would serve as a supplement to the existing AAC Bylaws document adopted on December 15, 1999 that would further clarify AAC roles, responsibilities and organizational procedures in an effort to ensure more efficient and effective functioning of the Committee. The Operating Procedures do not formally amend or replace the existing bylaws. The Operating Procedures were adopted by the AAC at their December 10, 2020 public meeting.

## AAC FUTURE DIRECTIONS

As previously indicated, primary focus areas of the AAC in 2020 have been evaluating the potential impacts of REAL ID compliance on Pennsylvania airports and their commercial air service customers, defining the positive economic impacts on the aviation industry and the Commonwealth's economy with the passage of PA Act 52 of 2013 and assessing the overall needs to develop additional hangar capacity to strengthen the viability of PA's general aviation airports. All of these initiatives are in varying stages of development or implementation and it is anticipated that our work in these areas will continue in a robust manner during 2021.

However, an emerging significant issue facing our Commonwealth's aviation system relates to the urgent need to increase aviation funding support to improve overall aging airport infrastructure facilities and enhance commercial and general aviation services as part of our overall state multi-modal transportation system. The devastating effects of the COVID-19 pandemic on business and leisure air travel has only exacerbated the overall funding situation. It is noted that PennDOT has launched a thorough assessment of state transportation funding gaps and needs especially through its Pathways Program, however enhancing highway and bridge revenue streams are the primary focus of this initiative. The AAC believes that increased aviation funding also needs to be taken into account as well and will create an AAC Aviation Funding Advocacy Sub-Committee to begin to explore and define aviation unmet funding needs in 2021 and formulate recommendations for action by the Governor, PennDOT, the General Assembly in coordination with the State Transportation Advisory Committee and State Transportation Commission. This effort will be closely coordinated with the PennDOT Bureau of Aviation Economic Impact Study Update that is now underway and scheduled for completion in May, 2022. The AAC will also continue its active partnership with the Aviation Council of Pennsylvania, Aircraft Owners and Pilots Association and other advocacy groups such as the Keystone Transportation Funding Coalition, (KTFC) to help define aviation funding needs and effectively communicate our message to federal and state policymakers. The AAC believes it is timely to undertake this endeavor, especially in a post COVID era where major federal investments in the nation's critical transportation infrastructure are likely to occur, perhaps with bipartisan Congressional support under the new Biden Administration.

ATTEST:



Mark R. Murawski, Secretary

Respectfully Submitted By:



Robert W. Shaffer, Chair

PA Aviation Advisory Committee

# APPENDIX SECTION

**EXHIBIT A**  
**AAC QUARTERLY PUBLIC MEETING MINUTES**

Robert W. Shaffer, Chair  
Edwin R. Lozano, Vice Chair  
Mark R. Murawski, Secretary



PENNSYLVANIA AVIATION ADVISORY COMMITTEE

**PA AVIATION ADVISORY COMMITTEE**

**MARCH 12, 2020 (SKYPE) MEETING MINUTES**

**SKYPE MEETING ATTENDEES:**

Robert Shaffer, Chairman  
Ed Lozano, Vice-Chairman  
Mark Murawski, Secretary  
Anthony McCloskey, Director, PA Bureau of Aviation  
Michael Ruane  
Steve Keefer  
David Eberly  
Nolan Richie  
Josiah Shelly  
Chuck Brewer  
Gary Hudson  
Denise Remilard  
William Adkins  
Carl Beardsley  
Brian Phillips  
Keith Brune

**CALL TO ORDER / ROLL CALL**

Chairman Shaffer called the SKYPE meeting to order at 10:00 AM in lieu of a regular in person meeting due to the COVID-19 pandemic. A roll call of Committee voting members was performed. Since a voting quorum was not established, formal business could not be acted upon as per the bylaws.

## **APPROVAL OF MINUTES**

Due to lack of a quorum, the minutes of the November 19, 2019 PA Aviation Advisory Committee were deferred for action until the next meeting.

## **REAL-ID SUB-COMMITTEE REPORT**

Sub-committee Chairman, Nolan Ritchie referred to the meeting packet and summarized their final draft report. The purpose of the report was to address concerns related to the Commonwealth's implementation and preparedness of the federal REAL ID law through evaluation of the Commonwealth's marketing plan for REAL ID and developing recommendations to enhance the awareness and education of the REAL ID requirements.

The report culminated in 5 major recommendations for the Commonwealth and another 5 major recommendations for Aviation Partners as further detailed in the report. In summary, the recommendations primarily focus on the need for the Commonwealth and its aviation partners to undertake more measures to improve the awareness and education of REAL IDs among aviation consumers with the limited timeframe left prior to the federal IS+D enforcement date of October 1, 2020 so that confusion can be avoided at our airports.

The general consensus expressed by AAC members was that this report was very well done and is supported by the AAC as presented. Mr. Ritchie will work cooperatively with all appropriate entities to advance implementation of the AAC report recommendations.

## **CONFIRM AAC MEMBERSHIP AND VACANCIES**

Chairman Shaffer indicated that there are currently three vacant voting member seats on the AAC and we need to identify nominees that would be excellent candidates to fill these seats. Chairman Shaffer asked all AAC members to help identify potential candidates for nomination by the AAC at the next regular AAC business meeting in June with subsequent referral to the Governor's Office for final approval. Mr. McCloskey also noted he is working with the Governor's Office to address the re-appointment of 9 AAC member terms that will expire later this month. Mr. Ritchie added that members can continue to serve until reappointed or the Governor appoints a successor to replace the member.

## **PA ACT 52 SUB-COMMITTEE REPORT**

- Sub-Committee Chairman David Eberly presented the report. The primary purpose of this Sub-Committee was to ensure retention of PA Act 52 State Aviation Tax Exemption Status by identifying data that supports continuation of the exemption such as aviation job creation/retention etc... Mr. Eberly noted that currently he is not aware of any political pressure to rescind PA Act 52 but we must be vigilant in compiling supportive data of the positive impacts to the aviation industry and the overall economy as well as mobilize grassroots support when necessary. Mr. Eberly shared some initial data the sub-committee obtained to document the positive aviation business impacts already realized at our PA airports. Coordination with the PA Aviation Council is also occurring to build the case for continuation of Act 52. The 2016 ACP Report is also a useful tool as will be the PA Aviation Impact Study Update that will soon be underway



once a consultant is selected by PennDOT. AAC members agreed the sub-committee is off to a good start and work will continue in a variety of ways such as airport surveys.

#### **UNIFORM CONSTRUCTION CODE REPORT**

Discussion of this item was deferred as the lead member Mr. Minninger was not able to participate.

#### **2020 PRIORITY FOCUS AREAS**

Chairman Shaffer began a general discussion to identify AAC priority issue focus areas for this year in order to make a meaningful impact on PA Aviation and better concentrate our Committee's limited time and resources. Some preliminary issues that were identified included:

- The pilots and aircraft mechanics labor shortages
- Sustaining aviation jobs in the Commonwealth
- High price of aviation fuel
- Lack of sufficient FAA block grant funds and other financial issues affecting many PA airport operations and infrastructure needs
- Commercial Air Service issues or limitations that have state-wide impacts so each airport does not have to address these types of issues alone.
- Collect information from general public on aviation issues and unmet needs (create a website?)

Chairman Shaffer noted that some of these ideas if done properly may take considerable resources for the AAC to obtain and we do not have a working budget to hire professional consultants so this needs considered. Mr. Murawski indicated that he is a member of the State Transportation Advisory Committee (TAC) and that TAC is provided Commonwealth resources to hire consultants to undertake special TAC studies each year so perhaps this can be explored for the AAC as well if significant studies need done to advance PA Aviation. Chairman Shaffer said that this discussion was a good starting point for further refinement at the next meeting and that members should continue to develop these ideas or offer new ideas.

#### **OLD BUSINESS**

There was no old business to report.

#### **NEW BUSINESS**

There was no new business to report.


#### **NEXT MEETING DATE**

Chairman Shaffer noted the next meeting was scheduled for June 11, 2020 at a location to be determined. Members expressed interest in returning to the Fish and Boat Commission Headquarters in Harrisburg, if available.

**ADJOURNMENT**

With no further business to conduct, Chairman Shaffer adjourned the meeting at 11:30 AM.

Submitted By,



Mark Murawski, Secretary

Robert W. Shaffer, Chair  
Edwin R. Lozano, Vice Chair  
Mark R. Murawski, Secretary



PENNSYLVANIA AVIATION ADVISORY COMMITTEE

## PA AVIATION ADVISORY COMMITTEE

### JUNE 11, 2020 (SKYPE) MEETING MINUTES

#### SKYPE MEETING ATTENDEES:

Robert Shaffer, Chairman  
Ed Lozano, Vice-Chairman  
Mark Murawski, Secretary  
PennDOT Secretary Yassmin Gramian  
Anthony McCloskey, Director, PennDOT Bureau of Aviation  
Mindi Klinger, PennDOT Bureau of Aviation  
Steve Keefer  
David Eberly  
Nolan Richie  
Josiah Shelly  
Gary Hudson  
Carl Adkins  
Brian Phillips  
Keith Brune  
Kyle Wagonseller  
Gabe Monzo  
BJ Teichman

#### CALL TO ORDER / ROLL CALL

Chairman Shaffer called the SKYPE meeting to order at 10:00 AM in lieu of a regular in person meeting due to the COVID-19 pandemic. A roll call of Committee voting members was performed by Secretary Murawski. A voting quorum was established.

#### APPROVAL OF MINUTES

*The minutes of the November 19, 2019 and March 12, 2020 PA Aviation Advisory Committee meetings were unanimously approved.*

## **AAC MEMBERSHIP VACANCY NOMINATIONS**

Chairman Shaffer noted there are currently three voting member vacancies on the AAC. These member seats are:

- Aviation Manufacturing Industry
- Air Cargo
- General Public

Chairman Shaffer indicated since the last meeting he has received names of only two potential nominees; Scott Foose for the aviation manufacturing vacant seat and Tes Ali for the general public vacant seat. After further discussion, it was the consensus of the AAC that no action on vacancies should be taken at this time until resumes are received from the nominees that confirm their expertise to represent these voting categories and further that nominees should attend the next AAC meeting whether it is held in person or virtual. *Mr. Murawski so moved which was seconded by Mr. Monzo and unanimously approved.*

Chairman Shaffer concluded by also noting that 9 AAC voting members terms have expired and are being considered by the Governor for reappointment. Mr. McCloskey continues to work on this matter with the Governor's Office.

## **REAL-ID SUB-COMMITTEE UPDATE**

PennDOT Secretary Gramian informed the AAC that the federal Department of Homeland Security extended the deadline for Real ID compliance until October 1, 2021 due to the impacts associated with the COVID-19 pandemic. The Secretary noted that PA Driver License Centers have re-opened but are not issuing REAL ID yet but plan to resume by the end of July.

AAC REAL ID Sub-committee Chairman Ritchie indicated that no significant activity has occurred toward implementation of the sub-committee report recommendations outlined at the last AAC meeting due to the COVID situation, but the federal time extension is certainly welcome to enable the sub-committee more time make meaningful progress toward implementation.

## **PA ACT 52 SUB-COMMITTEE UPDATE**

Sub-committee Chairman Eberly indicated their work centers on continuing to build the justification for continuation of the PA Act 52 State Aviation Tax Exemption status. A survey for airports to complete has been drafted to secure key feedback to make the case. Again, COVID issues delayed the survey progress but the subcommittee is looking for ways to obtain a good response rate once the survey is issued. Airport managers and operators need to be involved as well as FBO's. Chairman Shaffer recommended personal contacts be made with various airports to obtain more accurate information.

## **UNIFORM CONSTRUCTION CODE REPORT**

Discussion of this item was deferred as the lead member Mr. Minninger was not able to participate.

## **2020 PRIORITY FOCUS AREAS**

Chairman Shaffer said that good ideas about specific priorities were developed at the last meeting for further refinement and that extensive discussion regarding those items would not be done at this meeting to leave enough time to have a thorough discussion regarding COVID-19 issues affecting PA Aviation.

A variety of COVID issues were identified among many members. The general observations are as follows:

- Airports seem to be leaving air travelers to police their own actions.
- Airports are unclear what to do if a passenger is found to have a high temperature. Taking temperatures is not an airport staff function but airlines can do it.
- In green zones many airport customers are choosing not to wear masks. Airport staff cannot control this situation but can mandate that their airport employees wear masks.
- FBO's witnessed many layoffs and reduced hours of operation but things are starting to improve. Some flight schools were crushed. Some smaller FBO's are in need of financial support to survive.
- If an airport is not part of the NPIAS then the airport will be ineligible for federal aid and there is no state aid being offered related to COVID impacts.
- The leisure travel market is coming back quickly.
- Many organizations are finding other ways other than air travel to conduct their business and it is unclear if some of these changes could be more permanent.

It was the general consensus of AAC members that the extent of COVID impacts on PA Aviation needs better defined in cooperation with other aviation groups which would then better inform appropriate AAC involvement. The PA Aviation Council would be a good start to determine how systemic the problems are especially at the smaller airports. It was noted the Aviation Council meets next week. Chairman Shaffer closed by noting the monitoring of COVID impacts will be a regular agenda item at future AAC meetings for as long as necessary.

## **OLD BUSINESS**

Chairman Shaffer said that Mr. Murawski has suggested that since we cannot get legislative attention to formally amend the bylaws as the AAC had desired that perhaps an alternative would be for the AAC to develop and adopt a set of Operating Procedures instead. Mr. Murawski noted that he is a member of the State Transportation Advisory Committee, (TAC) and this group recently developed Operating Procedures that could be used as a guide when developing our own document. Chairman Shaffer appointed a sub-committee to develop the AAC Operating Procedures comprised of Mr. Murawski, Mr. Ritchie, Mr. McCloskey and Mr. Lozano.

## **NEW BUSINESS**

There was no new business to report.

## **NEXT MEETING DATE**

Chairman Shaffer noted the next meeting is scheduled for September 10, 2020. The COVID situation will determine whether the meeting will be held remotely or in person.

**ADJOURNMENT**

With no further business to conduct, Chairman Shaffer adjourned the meeting at 11:19 AM.

Submitted By,

A handwritten signature in black ink, appearing to read "Mark Murawski". The signature is fluid and cursive, with the first name "Mark" being more prominent and the last name "Murawski" following in a similar style.

Mark Murawski, Secretary

Robert W. Shaffer, Chair  
Edwin R. Lozano, Vice Chair  
Mark R. Murawski, Secretary



PENNSYLVANIA AVIATION ADVISORY COMMITTEE

## PA AVIATION ADVISORY COMMITTEE

### SEPTEMBER 10, 2020 (SKYPE) MEETING MINUTES

#### SKYPE MEETING ATTENDEES:

Robert Shaffer, Chairperson  
Ed Lozano, Vice-Chairperson  
Mark Murawski, Secretary  
Anthony McCloskey, Director, PennDOT Bureau of Aviation  
Nolan Richie  
Josiah Shelly  
Meredith Biggica  
Kyle Wagonseller  
Carl Beardsley  
Jon Mininger  
Gary Hudson  
Carl Adkins  
Keith Brune  
BJ Teichman  
Michael Ruane  
Chuck Brewer  
Brian Phillips  
Andrew Allen  
Debbie Bowman  
Fran Strouse  
Mindi Klinger

#### CALL TO ORDER / ROLL CALL

Chairperson Shaffer called the SKYPE meeting to order at 10:02 AM in lieu of a regular in person meeting due to the COVID-19 pandemic. A roll call of Committee voting members was performed by Secretary Murawski. A voting quorum was established.

## **NEW MEMBER INTRODUCTION**

Chairperson Shaffer introduced our newly appointed member Mr. Andrew Allen who will represent Aviation Manufacturing interests on the AAC. Mr. Allen expressed his enthusiasm in joining the AAC and noted he is a licensed pilot and currently owns and operates Alpha Three Aviation, a FAR 135 Air Taxi charter operation located at the Butler County Airport. Mr. Allen's background includes a wide range of industry experience, including airline, corporate and general aviation; maintenance and inspection; flight instruction and business and airport operations. He is a member of EAA, AOPA and NBAA.

Chairperson Shaffer also briefed the committee on the status of the two remaining AAC vacant seats representing air cargo and the general public. Recently, he has received interest from four interested parties to fill these seats. Letters of interest are being received from the candidates and invitations to participate in the next AAC meeting in December will be issued. The AAC can then formulate recommendations to the Governor as per his request. The four candidates expressing interest in an appointment to the AAC include Scott Foose, Tes Ali, Sade Olanipekun-Lewis and David Heaton.

## **APPROVAL OF MINUTES**

Mr. Lozano motioned to approve the June 11, 2020 PA Aviation Advisory Committee meeting minutes which was seconded by Mr. Brewer and unanimously approved.

## **PENNDOT BUREAU OF AVIATION UPDATE**

PennDOT Bureau of Aviation, (BOA) Director Anthony McCloskey gave the BOA Report. Mr. McCloskey noted that BOA employees are currently working from home due to the COVID-19 pandemic. Safety inspections were resumed in May and are currently being performed. Since mid-March, 90 grants have been approved and 450 Requests for Reimbursements (RFR's) have been processed. CARES Act funding grant agreements have also been approved and other Block Grants have been executed so the BOA staff is working hard to keep the aviation funds flowing to the PA airports during this health crisis. In addition, Mr. McCloskey informed the committee that the PA Aviation Economic Impact Study Update will kick-off this fall.

## **REAL ID SUB-COMMITTEE UPDATE**

Subcommittee Chairperson Nolan Ritchie noted that due to COVID-19, PennDOT suspended issuance of REAL ID's and a one year time extension until October, 2021 was issued for customers to obtain their REAL ID to board commercial flights. The Subcommittee will be working with Mr. McCloskey to communicate with PennDOT Deputy Secretary Kurt Myers to help implement the AAC report recommendations with the advertising / marketing initiatives noted in the report as high on our priority list. Mr. Brune, Mr. Monzo and Mr. Beardsley will join Mr. Ritchie in future quarterly subcommittee meetings. ***(UPDATE: PennDOT has since announced that REAL ID's are now being re-issued).***



## **PA ACT 52 SUB-COMMITTEE UPDATE**

Since Subcommittee Chairperson Mr. David Eberly was absent, no report was provided.

## **UNIFORM CONSTRUCTION CODE UPDATE**

Mr. Jon Mininger assisted by Mr. Fran Strouse of L. Robert Kimball consultants provided background regarding the Uniform Construction Code, (UCC) aviation impacts which are mainly focused on construction of single small T-Hangars under 12,000 square feet that is typically the size of most T-hangars. Stormwater requirements add additional impacts as well that can lead to escalating hangar construction costs that some general aviation airports are finding too costly. Mr. Mininger and Mr. Strouse then gave very detailed explanations of code requirements that are in some cases making it uneconomical to construct these small T hangars in certain locations, including the 2015 reclassifications of such hangars to the moderate hazard storage grouping that has implications for addressing fire protection such as adding sprinklers, water lines or water storage tanks to the overall project cost. Mr. Lozano expressed interest in examining whether this is a systemic problem across PA or is only concentrated in certain regions. Chairperson Shaffer then indicated the best way to address Mr. Lozano's question is for the AAC to form a UCC/Hangar subcommittee to be Chaired by Mr. Lozano and consisting of Mr. Mininger, Mr. Strouse and others interested in the issue to help determine if this has statewide impacts or is more confined to the eastern part of the state where more examples of problems have been cited. Therefore, the sub-committee will determine the extent of the problem, what are the main drivers, what can be done to overcome or mitigate the problem and formulate next steps to implement solutions. Coordination with general aviation administrators and users pertaining to the economic challenges of hangar construction should be pursued by the subcommittee. The sub-committee will report back its progress to the AAC at future meetings. **(UPDATE: Since the meeting, Mr. Allen has been added to this subcommittee.)**

## **AAC OPERATING PROCEDURES SUBCOMMITTEE UPDATE**

Mr. Murawski informed the Committee that he has drafted set of AAC operating procedures for subcommittee review and comment. These operating procedures will allow the AAC to move forward with the bylaws changes desired without officially amending the bylaws that would require legislative approvals that are likely to slow the process. Mr. Murawski also identified some other improvements needed to the functioning of the AAC which are addressed in the draft document. It is envisioned that the Subcommittee will complete its work on the operating procedures for approval by the full AAC at the December regular meeting.

## **COVID-19 AVIATION IMPACTS GENERAL DISCUSSION**

Limited discussion occurred on this topic. Airlines have certainly been impacted by COVID-19 financially with major reductions in passengers flying for both business and leisure travel. Another round of federal economic stimulus approved by Congress would certainly help the situation, however bipartisan talks are slow and little agreement on the size and scope of the overall stimulus package has been achieved to date. Consequently, the airlines are focused on hub to hub service operations with smaller service areas being significantly reduced or in some cases eliminated. Mr. Murawski offered one local example where American Airlines just announced new daily direct service between Williamsport and Charlotte in late August and then yesterday announced a suspension of this service from October to November unless the CARES Act is extended. Airline employee layoffs are also likely to occur by the end of September. Mr. McCloskey also noted that he anticipates revenue from the aviation fuels tax will likely be lower but will have a better feel for the actual reduction when the figures are released from the PA Department of Revenue.

## **AAC PRIORITY FOCUS AREAS ADVANCEMENT**

Discussion again concentrated on labor shortage issues, growing and sustaining aviation jobs and the need to recruit new people while recognizing aviation competes with other non-aviation businesses in recruitment to secure qualified people to fill these jobs and pay is often an issue. Mr. Lozano inquired whether there is general buy-in that these are AAC priority focus areas for further study and Mr. Murawski added that if they are perhaps an AAC subcommittee should be formed to do the work to determine resources needed and desired outcomes so we may brief our legislators in a timely manner. Chairperson Shaffer asked who would be interested in volunteering to serve on the subcommittee but no members responded.

## **OLD BUSINESS**

There was no old business to report.

## **NEW BUSINESS**

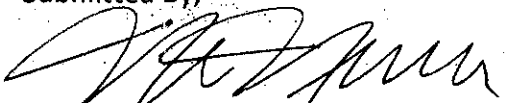
There was no new business to report.

## **NEXT MEETING DATE**

Chairperson Shaffer noted the next meeting is scheduled for December 10, 2020. The COVID situation will determine whether the meeting will be held remotely or in person.

With no further business to conduct, Chairperson Shaffer adjourned the meeting at 11:17 AM.

Submitted By,



Mark Murawski, Secretary

Robert W. Shaffer, Chair  
Edwin R. Lozano, Vice Chair  
Mark R. Murawski, Secretary



**PENNSYLVANIA AVIATION ADVISORY COMMITTEE**

**PA AVIATION ADVISORY COMMITTEE**

**DECEMBER 10, 2020 (SKYPE) MEETING MINUTES**

**SKYPE MEETING ATTENDEES:**

Robert Shaffer, Chairperson  
Ed Lozano, Vice-Chairperson  
Mark Murawski, Secretary  
Anthony McCloskey, Director, PennDOT Bureau of Aviation  
Nolan Richie  
Kyle Wagonseller  
John Mininger  
Steve Keefer  
Gabe Monzo  
Gary Hudson  
Carl Adkins  
Keith Brune  
BJ Teichman  
Michael Ruane  
Chuck Brewer  
Brian Phillips  
Andrew Allen  
Dave Eberly  
Debra Bowman  
Fran Strouse  
Mindi Klinger  
Dave Heath  
Tes Ali  
Sade Olanipekun-Lewis  
Sarah Baker  
Shaun Collins  
Mike Ginter

**CALL TO ORDER / ROLL CALL**

Chairperson Shaffer called the SKYPE meeting to order at 10:00 AM in lieu of a regular in person meeting due to the ongoing COVID-19 pandemic. A roll call of Committee voting members was performed by Secretary Murawski. A voting quorum was established.

## **APPROVAL OF MINUTES**

Chairperson Shaffer declared the September 10, 2020 PA Aviation Advisory Committee meeting minutes approved as submitted by Secretary Murawski without objection.

## **PENNDOT BUREAU OF AVIATION UPDATE**

PennDOT Bureau of Aviation, (BOA) Director Anthony McCloskey gave the BOA Report. Mr. McCloskey noted that BOA conducted ten aviation block grant airport training sessions. The goal is to complete this training by May 2022. The Aviation Economic Impact Study Update kickoff occurred in November 2020. Kimley-Horn is the consultant selected for the study. All airports are being notified next month. The project team will then commence data collection efforts to obtain information necessary for calculating the collective economic impact of the aviation system through email surveys and/or phone calls to airport owners/managers and selected tenants. The study is slated for a Spring 2022 completion. It will be important for the AAC to monitor progress and actively participate in this effort since aviation is such an important component to Pennsylvania's economy. Mr. McCloskey further emphasized there is a dire outlook for our airports and Covid Relief Aid is desperately needed from Washington DC as a top priority. A bright spot is strong air cargo traffic trends both nationally and in PA. Mr. Adkins inquired whether follow-ups will be performed with airport survey non-respondents. Mr. McCloskey assured the BOA will follow-up as necessary with direct contact and will also work closely with ACP to secure any assistance needed in this regard. Mr. Murawski observed that PA DCED coordination during the study would also be helpful given their prominent economic development role.

## **ACC CANDIDATE MEMBERS QUESTION AND ANSWER SESSION**

Chairperson Shaffer led this discussion by introducing the three candidates for two AAC vacant seats and noted the Governor's Office would appreciate AAC input to assist the Governor in these and future appointments. The first candidate to speak was Ms. Sade Olanipekun-Lewis currently employed with American Airlines as the Regional Director for Government and Airport Affairs since 2018. Prior to this post, Sade served as the Chief Administrative Officer for the Philadelphia International Airport. Her leadership qualities and extensive aviation experience in numerous facets of the industry are noted in her resume that was submitted to the AAC. Sade is interested in being appointed to fill the vacant AAC air cargo seat. The second candidate to speak was Tes Ali who has completed a recent internship with the Chester County / G.O. Carlson Airport. As part of his experience, Mr. Ali undertook several technology based projects such as rebuilding their website. Mr. Murawski inquired whether Mr. Ali would be interested in leading the effort to enhance the AAC website as part of his interest in general public representation on the AAC. Mr. Ali indicated that he would very much like to lead this task if appointed to AAC. The third candidate to speak was Mr. David Heath who is the Executive Director of the PA Drone Association. Mr. Heath believes he could add valuable insight to the AAC regarding unmanned

aircraft systems as this is a fast growing industry that provides opportunities and challenges for PA Aviation. Mr Heath also expressed interest in representing the general public on the AAC.

After some discussion, Mr. Adkins motioned that the AAC has determined that all three candidates are highly qualified to serve on the AAC and to transmit a letter to the Governor affirming they are all qualified so the Governor may determine the appointment of two of these three candidates which was seconded by Mr. Monzo and approved. Mr. Wagonseller abstained.

#### **REAL ID SUBCOMMITTEE UPDATE**

Sarah Baker representing PennDOT provided an update on Real ID. A new REAL ID Center has opened in Jeanette, PA. PennDOT will launch an aggressive media campaign including TV, radio and billboards etc.. A big part of the message will be that you need REAL ID starting on October 1, 2021 for air travel. Mr. Monzo inquired whether PennDOT's messaging can be linked to airport related websites. Ms. Baker said this can be done. An anticipated surge in REAL ID requests near the deadline is anticipated by PennDOT and Ms. Baker believes the Department will be ready to handle it. The surge is anticipated to continue after the deadline as well. Mr. Murawski asked if it is likely the deadline will be further extended due to the continued COVID problems. Ms. Baker suggested it is possible, however they have no indications yet that such a time extension will occur.

#### **PA Act 52 SUBCOMMITTEE UPDATE**

Subcommittee Chair Dave Eberly noted that due to COVID, the planned airport survey was not launched. Dave noted the Maryland legislature passed a similar bill as Act 52 so all adjacent states have enacted these aviation sales tax exemptions further underscoring the need for PA to safeguard Act 52 to remain regionally competitive. Mr. Eberly said his committee is not aware of any major push to overturn Act 52 but we must continue to monitor the situation and remain vigilant. Mr. Eberly announced that he is retiring from the Lancaster County Airport after 44 years of service but has no immediate plans to resign from the AAC.

#### **UNIFORM CONSTRUCTION CODE (UCC) SUBCOMMITTEE UPDATE**

Vice Chair Ed Lozano gave an update on the airport hangar assessment. Mr. Lozano said that the subcommittee name should be changed to the Hangar Development Subcommittee as the UCC is only one aspect of the development of airport hangars. Mr. Lozano then gave a brief presentation of the suggested scope of work to comprehensively address this issue. A main task will be to work with the Aviation Council of PA and the AOPA to develop an airport survey to gain key data regarding airport hangar development needs, opportunities and barriers so that all issues, not just regulatory barriers are properly considered and that the AAC may produce a fact based assessment for action by appropriate parties. The main focus will be smaller T hangars under 12,000 square foot as well as box hangars, especially at our general aviation airports. Conference calls will be held with ACP and AOPA who have agreed to provide critical coordination to secure a good survey response rate and technical assistance to analyze survey data and

formulate a set of recommendations. The AAC agreed to the subcommittee name change as suggested by Mr. Lozano and Mr. Murawski will join the subcommittee.

#### **AAC OPERATING PROCEDURES SUBCOMMITTEE REPORT**

Subcommittee Chair Mark Murawski led this discussion by presenting a draft set of operating procedures and summarized proposed clarifications to the AAC bylaws. The operating procedures will supplement the bylaws and not replace or amend the bylaws. Mr. Murawski said he will need to reformat the document to be more user friendly when cross referencing this document with the bylaws. Mr. Adkins motioned for AAC adoption of the Operating Procedures as presented by Mr. Murawski with the understanding that formatting changes will be made to the document which was seconded by Mr. Lozano and unanimously approved.

#### **COVID 19 AVIATION IMPACTS GENERAL DISCUSSION**

Chairperson Shaffer indicated that due to the time needed for the other agenda items, discussion of this topic will be deferred. Mr. Shaffer recognized that many challenges continue to face airports due to the pandemic.

#### **AVIATION COUNCIL OF PA COORDINATION REPORT**

Mr. Lozano and Ms. Debra Bowman, ACP Executive Director led this discussion. Both expressed a desire to jointly coordinate key initiatives and shared priorities among both our organizations for the betterment of PA Aviation. The airport hangar survey effort was cited as an excellent way to kickoff this joint coordination. Improving overall aviation funding for PA was jointly recognized as the top priority for both organizations over at least the next year.

#### **AAC PRIORITY FOCUS AREAS ADVANCEMENT**

Chairperson Shaffer confirmed that the AAC top priority will be aviation funding with the hangar assessment being a wonderful starting point and if done well should give the AAC real credibility in building funding partnerships and performing advocacy. The AAC will also continue to closely monitor and assist with Real ID compliance and help ensure the preservation of PA Act 52.

#### **OLD BUSINESS**

No old business was discussed.

#### **NEW BUSINESS**

No new business was presented.

#### **NEXT MEETING DATE**

Chairperson Shaffer noted the next regularly scheduled AAC quarterly business meeting will be held on March 11, 2021 and will likely be held via SKYPE due to the pandemic.

#### **ADJOURNMENT**

Chairperson Shaffer declared the meeting adjourned at 12:18 PM.

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read 'Mark Murawski', written in a cursive style.

Mark Murawski, Secretary

**EXHIBIT B**  
**AAC MEMBER REAPPOINTMENTS**





COMMONWEALTH OF PENNSYLVANIA  
OFFICE OF THE GOVERNOR  
HARRISBURG

THE GOVERNOR

June 12, 2020

Robert W. Shaffer  
Dubois Regional Airport  
P.O. Box 299  
Falls Creek, PA 15840

Dear Mr. Shaffer:

I am pleased to reappoint you as a member of the Aviation Advisory Committee.

Your commission and oath of office are being prepared by the Department of State and will be mailed to you promptly. The commission, issued under my signature under the Great Seal of the Commonwealth, memorializes your appointment. The oath of office is required by the Constitution of Pennsylvania to be taken by all civil officers. It is important that you act promptly to swear and subscribe to the written oath of office. You cannot perform any powers or duties of your public office until the oath has been taken.

Even though, as a member of the Aviation Advisory Committee, you are not required to file the Governor's Code of Conduct form, I am asking all my appointees to follow and understand the Governor's Code of Conduct and the Executive Branch Employee Gift Ban. We ask that you please review the Governor's Code of Conduct and the Executive Branch Employee Gift Ban posted on the Administration tab at [www.governor.pa.gov](http://www.governor.pa.gov) under Intergovernmental Affairs. It is important that you take the time to review these documents, which provide ethical guidelines for your public position. If you do not have access to the internet or would like copies mailed to you, please contact my office at 717-787-2500. Please do not hesitate to contact us if you have questions or concerns about the materials you review.

Please accept my best wishes for success in your responsibilities and appreciation for your dedicated service to the commonwealth.

Sincerely,

  
TOM WOLF  
Governor



COMMONWEALTH OF PENNSYLVANIA  
OFFICE OF THE GOVERNOR  
HARRISBURG

THE GOVERNOR

June 12, 2020

Edwin R. Lozano  
30 Central Drive  
Easton, PA 18045

Dear Mr. Lozano:

I am pleased to reappoint you as a member of the Aviation Advisory Committee.

Your commission and oath of office are being prepared by the Department of State and will be mailed to you promptly. The commission, issued under my signature under the Great Seal of the Commonwealth, memorializes your appointment. The oath of office is required by the Constitution of Pennsylvania to be taken by all civil officers. It is important that you act promptly to swear and subscribe to the written oath of office. You cannot perform any powers or duties of your public office until the oath has been taken.

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Please accept my best wishes for success in your responsibilities and appreciation for your dedicated service to the commonwealth.

Sincerely,

  
TOM WOLF  
Governor



COMMONWEALTH OF PENNSYLVANIA  
OFFICE OF THE GOVERNOR  
HARRISBURG

THE GOVERNOR

June 12, 2020

Mark R. Murawski  
1355 Sycamore Road  
Montoursville, PA 17745

Dear Mr. Murawski:

I am pleased to reappoint you as a member of the Aviation Advisory Committee.

Your commission and oath of office are being prepared by the Department of State and will be mailed to you promptly. The commission, issued under my signature under the Great Seal of the Commonwealth, memorializes your appointment. The oath of office is required by the Constitution of Pennsylvania to be taken by all civil officers. It is important that you act promptly to swear and subscribe to the written oath of office. You cannot perform any powers or duties of your public office until the oath has been taken.

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Please accept my best wishes for success in your responsibilities and appreciation for your dedicated service to the commonwealth.

Sincerely,

  
TOM WOLF  
Governor



COMMONWEALTH OF PENNSYLVANIA  
OFFICE OF THE GOVERNOR  
HARRISBURG

THE GOVERNOR

June 12, 2020

Gabriel E. Monzo, Sr.  
Westmoreland County Airport Authority  
148 Aviation Lane, Suite 103  
Latrobe, PA 15650

Dear Mr. Monzo:

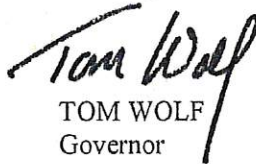
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Please accept my best wishes for success in your responsibilities and appreciation for your dedicated service to the commonwealth.

Sincerely,

  
TOM WOLF  
Governor



COMMONWEALTH OF PENNSYLVANIA  
OFFICE OF THE GOVERNOR  
HARRISBURG

THE GOVERNOR

June 12, 2020

Brian Phillips  
Two Commerce Square  
2001 Market Street, Suite 600  
Philadelphia, PA 19103

Dear Mr. Phillips:

I am pleased to reappoint you as a member of the Aviation Advisory Committee.

Your commission and oath of office are being prepared by the Department of State and will be mailed to you promptly. The commission, issued under my signature under the Great Seal of the Commonwealth, memorializes your appointment. The oath of office is required by the Constitution of Pennsylvania to be taken by all civil officers. It is important that you act promptly to swear and subscribe to the written oath of office. You cannot perform any powers or duties of your public office until the oath has been taken.

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Please accept my best wishes for success in your responsibilities and appreciation for your dedicated service to the commonwealth.

Sincerely,

  
TOM WOLF  
Governor



COMMONWEALTH OF PENNSYLVANIA  
OFFICE OF THE GOVERNOR  
HARRISBURG

THE GOVERNOR

June 12, 2020

William Carlton Adkins  
405 Hallmark South  
Hershey, PA 17033

Dear Mr. Adkins:

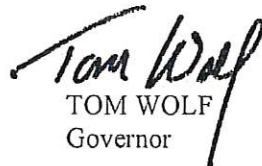
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Please accept my best wishes for success in your responsibilities and appreciation for your dedicated service to the commonwealth.

Sincerely,

  
TOM WOLF  
Governor



COMMONWEALTH OF PENNSYLVANIA  
OFFICE OF THE GOVERNOR  
HARRISBURG

THE GOVERNOR

June 12, 2020

Gary L. Hudson  
11108 Valley Forge Circle  
King of Prussia, PA 19406

Dear Mr. Hudson:

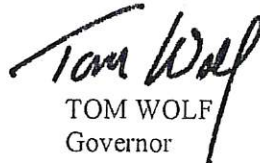
I am pleased to reappoint you as a member of the Aviation Advisory Committee.

Your commission and oath of office are being prepared by the Department of State and will be mailed to you promptly. The commission, issued under my signature under the Great Seal of the Commonwealth, memorializes your appointment. The oath of office is required by the Constitution of Pennsylvania to be taken by all civil officers. It is important that you act promptly to swear and subscribe to the written oath of office. You cannot perform any powers or duties of your public office until the oath has been taken.

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Please accept my best wishes for success in your responsibilities and appreciation for your dedicated service to the commonwealth.

Sincerely,

  
TOM WOLF  
Governor



COMMONWEALTH OF PENNSYLVANIA  
OFFICE OF THE GOVERNOR  
HARRISBURG

THE GOVERNOR

June 12, 2020

Stephen B. Keefer Sr.  
909 Loring Lane  
Mechanicsburg, PA 17055

Dear Mr. Keefer:

I am pleased to reappoint you as a member of the Aviation Advisory Committee.

Your commission and oath of office are being prepared by the Department of State and will be mailed to you promptly. The commission, issued under my signature under the Great Seal of the Commonwealth, memorializes your appointment. The oath of office is required by the Constitution of Pennsylvania to be taken by all civil officers. It is important that you act promptly to swear and subscribe to the written oath of office. You cannot perform any powers or duties of your public office until the oath has been taken.

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Please accept my best wishes for success in your responsibilities and appreciation for your dedicated service to the commonwealth.

Sincerely,

  
TOM WOLF  
Governor



Robert W. Shaffer, Chair  
Edwin R. Lozano, Vice Chair  
Mark R. Murawski, Secretary



PENNSYLVANIA AVIATION ADVISORY COMMITTEE  
January 28, 2021

The Honorable Tom Wolf  
Governor of Pennsylvania  
508 Main Capitol Building  
Harrisburg, PA 17120

Dear Governor Wolf:

The Pennsylvania Aviation Advisory Committee was established by Act 58 of 1999 to provide guidance to the Governor, the General Assembly, the Secretary of Transportation, and the State Transportation Commission on aviation matters affecting the Commonwealth of Pennsylvania. Further, this Act empowers the Governor to appoint Committee members.

I applaud your recent action to reappoint numerous members to the Committee whose terms had expired so that highly qualified professionals with excellent aviation backgrounds and expertise were retained. Currently, 23 of our 25 member seats have now been filled. I want to bring to your attention the need to fill the remaining two seats representing the air freight industry and the general public so we may operate at full compliment.

To assist you in these efforts, we have solicited and received requests from the following three individuals expressing Interest in serving on the Committee. These individuals are Folasade A. Olanipekun-Lewis, Tesfaye Ali and David Heath.

Each individual provided a cover letter and resume formally stating their interest in serving and highlighting their background and qualifications. Further, at our most recent quarterly business meeting, the Committee interviewed each candidate. Ms. Olanipekun-Lewis expressed interest in filling the air freight seat and Mr. Ali and Mr. Heath both expressed interest in filling the general public seat.

Our Committee determined that all three candidates are highly qualified to serve on the committee and would provide valuable insights and contributions to our important work. We request you appoint two of the three candidates to serve on the Committee at your earliest convenience. If you require additional information or guidance, please do not hesitate to contact us.

Thank you again for your continued support of the Aviation Advisory Committee.

Sincerely,

A handwritten signature in black ink that reads "Robert W. Shaffer".

Robert W. Shaffer, Chairperson

CC: Anthony McCloskey, Director, PennDOT Bureau of Aviation

**EXHIBIT C**  
**REAL ID SUBCOMMITTEE FINAL REPORT**

**Pennsylvania Aviation Advisory Committee**  
REAL ID Subcommittee  
DRAFT Report

**Purpose:**

The Pennsylvania Aviation Advisory Committee (AAC) was established by Act 58 of 1999 to provide guidance to the Governor, the General Assembly, the Secretary of Transportation, and the State Transportation Commission on aviation matters.

At a regularly scheduled meeting of the AAC on November 14, 2019, and approved by a majority of the members, the AAC established a REAL ID Subcommittee to address concerns related to the Commonwealth's implementation and preparedness of the federal REAL ID law. The REAL ID Subcommittee was tasked with evaluating the Commonwealth's marketing plan for REAL ID, and developing recommendations to enhance the awareness and education of the REAL ID requirements.

The REAL ID Subcommittee consisted of Keith Brune, Chief Operating Officer of the Philadelphia International Airport; Gabriel Monzo, Executive Director of the Arnold Palmer Regional Airport; and, Nolan Ritchie, Executive Director of the Senate Transportation Committee in the Office of Senator Kim Ward.

**Background:**

Passed by Congress in 2005, the REAL ID Act enacted the 9/11 Commission's recommendation that the federal government set standards for the issuance of sources of identification, such as driver's licenses. The Act and implementing regulations established minimum security standards for state-issued driver's licenses and identification cards. Federal agencies will be prohibited from accepting licenses and identification cards from states that do not meet these standards for official purposes, such as getting through the airport security checkpoint to board a plane. [Source: [U.S. Transportation Security Administration \(TSA\)](#)]

Beginning October 1, 2020, Pennsylvanians (18 years of age and older) will need a REAL ID compliant driver's license, photo ID card, or another form of federally-acceptable identification (such as a valid passport or military ID) to board a domestic commercial flight or enter a federal building or military installation that requires identification. (Source: [PennDOT](#))

The General Assembly initially passed Act 38 of 2012 to address several concerns related to REAL ID at the time, which prohibited Pennsylvania from adopting and instituting the federal REAL ID requirements. Due to mounting pressure that the federal government would begin enforcing the federal REAL ID requirements on October 1, 2020, the General Assembly passed [Act 3 of 2017](#) allowing Pennsylvania to become REAL ID compliant by providing Pennsylvanians with the ability to opt-in for a REAL ID following a petition to PennDOT.

To process a REAL ID petition, Pennsylvanians must provide PennDOT with the following documentation, accompanied by a one-time fee of \$30 plus applicable license renewal fees: 1) One document proving an individual's identity and lawful status in the United States, 2) A Social Security card, and 3) Two documents proving an individual's residency in Pennsylvania. The acceptable documents to meet these requirements are included on PennDOT's "REAL ID Document Checklist Fact Sheet", which is available on [PennDOT's REAL ID website](#) and the [Aviation Council of Pennsylvania's \(ACP\) REAL ID website](#).

PennDOT is the exclusive Commonwealth agency charged with the deployment and issuance of REAL IDs, which only started in March of 2019. Once Act 3 became effective, PennDOT started making the necessary investments for IT system upgrades, building-out new

facilities (i.e. [REAL ID only centers](#)), retrofitting existing facilities, hiring and training PennDOT personnel, and communicating the approved opt-in REAL ID implementation plan. The 2019-20 enacted budget dedicated \$29.59 million to PennDOT for REAL ID purposes, but the proposed 2020-21 budget reduces the amount to \$25.9 million.

There are currently over 33 million passenger flights in Pennsylvania per year. It is estimated by American Airlines that over 87 percent of their passengers only fly once a year for life events such as weddings, funerals, graduations, etc. (Source: ACP)

PennDOT issued more than 682,000 REAL IDs since March 2019, and PennDOT's goal is to issue approximately 1.3 million REAL IDs prior to October 1, 2020. (Source: PennDOT) As a result, PennDOT has less than 8 months to issue another 618,000 REAL IDs to meet their goal. (Over 2 million individuals have opted-out to get a REAL ID to date.) Even though TSA is notifying individuals now at checkpoints, individuals who are unable to verify their identity will not be permitted through the security checkpoint on or after October 1, 2020. (Source: TSA)

In conclusion, it is abundantly clear to the AAC that the Commonwealth and its aviation partners should undertake more measures to improve the awareness and education of REAL IDs with the limited timeframe left prior to the federal REAL ID enforcement date. The remainder of this report provides a list of recommendations for the Commonwealth and aviation partners to mitigate the "No REAL ID, No Passport, No Fly" occurrences.

#### **Recommendations for Commonwealth:**

- Increase funding for marketing and communication purposes (website, social media, press releases, public service announcements, printed mailings, billboards, etc.).
- Continue training PennDOT personnel to thoroughly explain the REAL ID process and to answer REAL ID questions consistently over the phone or at PennDOT facilities.
- Create press events with the Governor and the Secretary of Transportation, and/or create effective media events with business partners to bring awareness to REAL IDs.
- Coordinate with Members of the General Assembly, senior citizen centers, civic groups, etc. to make PennDOT personnel available at events to answer questions.
- Share monthly reports on the REAL ID performance metrics with the aviation industry.

#### **Recommendations for Aviation Partners:**

- Increase awareness to past passengers via email, if available.
- Dedicate space in airports for an informational booth on REAL ID.
- Encourage airlines and third-party websites to create a reminder (after an individual purchases a ticket online) of the October 1, 2020, enforcement date.
- Make PennDOT's REAL ID brochure (and other pertinent documents) available at airports.
- Include REAL ID information on announcements before every pre-board call and on advertising screens at terminals.

#### **Contact Information:**

If you have any questions for the AAC's REAL ID Subcommittee, please direct your inquiries to Anthony McCloskey, Director of Aviation, PennDOT, at (717) 705-1200.

Updated: 2/14/2020

*Adopted at the regular meeting of the Aviation Advisory Committee in Harrisburg, Pennsylvania on the \_\_\_\_\_ date of \_\_\_\_\_, 2020.*