

Soaring Safety Foundation (SSF) Trustee meeting  
February, 6 2004

Meeting minutes from the February 2004 SSS Trustee meeting. This meeting occurred during the annual SSA convention in Atlanta GA. In attendance were trustees' Gene Hammond, Bernald Smith, Burt Compton, and Bob Wander. Also attending were SSF advisors: Pat Costello, Bob Davis, Matt Michael, Rich Carlson, and Jim Kellett. Guests attending were Dean Carswell, Carl Herold, Eric Greenwell, George Thelen, and Dennis Wright.

Gene Opened at 10:10 with the stated agenda:

- The need to clarify SSA & SSF roles
- The need to fill the trustee position left by John Sharp's resignation.
- An update on SSA/SSF logbook issues
- An update on the standard Soaring signals
- A review of SSF publications – out of date material, publication issues, need new training manual
- Pat Costello – update on direct supervision issues

The meeting began with a review of the Dallas meeting minutes. Bernald moved, and Burt seconded, to approve the minutes as written. The motion passed unanimously.

Gene then addressed the need to fill the open trustee position left by John Sharp's resignation. Gene nominated Rich Carlson to fill this opening, serving out the remainder of John's term (until December 31, 2004). Bernald moved, and Bob seconded, that this nomination be unanimously approved. This motion was carried, and as per the SSF rules, Rich Carlson's name will be forwarded to the SSA for consent approval. Dean noted that this issue will be discussed at the upcoming SSA board meeting to be held during the convention. It was also mentioned that elections will need to be held at the fall meeting to fill the positions that expire in 2004.

Gene then listed the current SSF advisors (Billy Singleton, Charlie Hays, John Sharp, Jim Kellet, Ron Ridenour, Bob Davis, Bob Gains, Ken Sorenson, Chris Cooper, Walt Cannon, and Rich Carlson. Trustees are requested to bring potential advisors to the board's attention.

Finally, the issue of board chair was discussed. Gene has been the acting chair since Billy resigned. The board discussed the need to appoint a permanent chair. Gene accepted this appointment.

The next agenda item was the clarification of the SSA and SSF relationship. The discussions began with a review of the recent history of the organizations. There was an agreement that the changes in the SSA office have impacted the flow of information between both organizations. Dennis stated that over ½ of the SSA staff members have less than 2 years of experience. This means that corporate knowledge is lacking, and open issues will, and are being, addressed. It was also noted that most of these open

issues have been addressed in the latter half of 2003. There was broad agreement that the SSF handles the training and safety issues related to Soaring and off-loads this task from the SSA board of directors.

Both organizations agree that a letter of agreement (LOA) exists between the SSA and SSF that accurately describes the function of the SSF. This document also describes how budget information will be shared between the organizations. Both the SSA and SSF have pledged to live up to this LOA.

A discussion of the SSF's financial state then ensued. The SSF has both a checking and a savings account with the Lea County bank in Hobbs NM. The SSF (Gene) received statements for these accounts, and the SSA (office) will receive copies upon request. Gene noted that the SSF was charged a fee for the savings account and that this account paid no interest, while the checking account did pay interest. The trustee's agreed to close the savings account and move the funds to the checking account. It was also noted that the checking account was a joint account with the SSA. This means that the SSA is allowed to pay SSF bills using funds from this account. A question was raised as to who at the SSA could access these funds. Dennis responded that it required both his and Alan Gleasons' signatures. In addition, Gene is authorized to act on the SSF's behalf.

Gene also stated that there is a second checking account at the Founders bank of Minooka IL. The SSF uses this account to cover most of its annual operating expenditures. As per the LOA, the SSF pays bills and sends the original invoices to the SSA.

Finally, it was noted that the 2004 budget was approved in Dallas last fall. The SSF is on track to meet its budget projections. Most of the expenses are for the Flight Instructor Refresher Clinic's (FIRC's) and the on-going site survey program being conducted throughout the country.

Burt Compton then led a discussion on the convention activities. There were 49 tickets sold for the SSAI breakfast, while 45 people attended. Following breakfast a lively discussion ensued about insurance issues, and the Master SSAI program. The consensus of the trustees is that attendance at these breakfasts is steady and they should be continued at future conventions.

The SSF has a booth on the convention floor. The major topic of this booth is to "Ask and Instructor", allowing convention attendees to talk about any soaring issue with an experienced SSAI. The booth coordinator (Matt Michael) noted that there was not a lot of traffic at the booth. A discussion followed on the merits of this outreach approach. The consensus was that this is a worthwhile activity and it should be continued at future conventions. One suggestion would be to group the SSF, Costello, OSTIV, and Marfa Soaring booths together. This would allow use to coordinate staffing and ensure that the booths are manned at all times. In addition, the booth needs to be promoted via the web, magazines, and other SSF promotional material.

Burt then discussed the status of the site survey program. This is proving to be a very popular activity with US clubs and schools. An additional 7 surveys were conducted in the 2003 season, bringing the total to 19 since the programs inception in 2002. Burt summarized the steps he takes during this survey process. He also noted that there are over 12 outstanding requests for surveys and additional staff needs to be trained to perform this task. It was noted that Bob participated in 2 surveys, but Burt has handled the rest alone. At the present time there is no charge for this survey, and the trustee's agreed that this should continue to be a no charge service to the soaring community.

A question was raised as to how we can share some of the generic problems with the larger SSA community. The chief concern is that the surveys are anonymous and must remain so to protect the integrity of the program. So it may not be easy to extract generic problems, but Burt will look for ways to perform this task.

The next topic discussed was the issue of merchandise distributed by the SSF. It was noted that there are only 65 copies of the SSA signals tape left in stock. Stocks of all other tapes have been exhausted. A discussion ensued on if it would be feasible to convert the existing VHS tapes to a DVD format to reduce reproduction and distribution costs. Carl Harold offered to investigate low cost DVD reproduction costs. Bob and Burt will work with Carl on this task.

A discussion then ensued on ways to increase the SSA membership's awareness of the SSF. Discussions focused on including some SSF specific information (decal, brochure, or other items) in the SSA membership packet. The SSA and SSF (Burt) will investigate how to accomplish this task.

It was noted that the SSA Instructor program would be moved to Rich, once the trustee appointment was confirmed.

Finally a brief discussion occurred on future fund raising activities. No action was taken on this issue.

The next topic was a review of the new SSA/SSF logbook, lead by SSA chairman – Dean Carswell. A mockup of this new logbook was displayed and comments solicited. The outstanding questions include 1) what goes on the inside front cover; 2) should there be a ground instruction column; and 3) should there be a list of FAR's to aid the instructor/student. It was noted that the SSA has a 60 day supply of current logbooks, and these questions need to be answered soon. It was agreed that this discussion should move to email with a March 15<sup>th</sup> deadline.

The next topic was a review of the existing standard Soaring signals. It was noted that the "stop" signal requires 2 hands, but if a wing is being held, the wingrunner has only 1 free hand. It was also noted that an increased use of radio signals could augment some existing signals (e.g., increase speed on tow). At the present time no action was taken. The trustees will continue to monitor these issues and will revise the signals if necessary.

The next topic was a review of the convention safety seminar and FIRC. Bob lead this discussion. He noted that the FIRC activities continue to be self funding with FICR attendees covering the cost of instructor travel, material, and facilities. Counter to the general aviation trend, attendance at the SSF FIRC's is increasing. As a result of the new FIRC program, new publications and handouts have been generated. It was also noted that handout costs have been reduced by 90% and material shipping is how handled directly by Wander instead of going through the SSA office. A question was raised as to if the FAA has monitored this new program. The answer was yes, at the Houston FIRC, where we received an excellent review. Bob is continuing his efforts to expand the clinic into untapped markets.

Following the FIRC discussion, Bob talked about the annual convention safety seminar. The major problem seems to be that too may people have a stake in this event and coordination issues remain. For example, the convention coordinator believes that they need to handle speaker issues in addition to the room logistical issues. The SSA and local convention hosts must be informed that the SSF has control over the content of this event, including the speaker invitations. Bob will lead the effort to coordinate future seminars and Gene will act as liaison with the SSA.

The next topic was a review of the OSTIV TSP and SDP activities at the convention. The OSTIV committees discussed crashworthness issues including rescue parachutes and improved cockpit designs. We were informed that OSTIV will have a booth at the 2005 convention. Discussions focused on accident reports and statistics. It was noted that we still don't have a good handle on how to get more/better accident statistics. Bernald presented a summary of the accident statistics the SSF has maintained for several years. The consensus is that we would like to obtain more details on accidents, but it is not clear how to achieve this goal.

The next topic was direct supervision. A question was raised as to who the audience is for this information. The consensus was that we should reach instructors via FIRC's and articles in Soaring and on the web site. We should encourage the instructors to aid in reaching their students, and private/commercial pilots at their soaring site.

The next topic was a discussion of safety publications and training manuals. It was noted that many safety related publications exist from a variety of authors. The question is, how should the SSF reference these publications in a fair and coherent manner. The discussions focused on the need to promote these publications without creating the appearance of an official endorsement of any specific author. In addition the SSF does have a strong need to generate a coherent safety message at official events, e.g., FIRC's and the annual safety seminar. The consensus is that the SSF should publish a list of all relevant safety related reference material on the web site. It should also exercise control over the content presented in the official SSF events.

There was also some discussion of the need to update the existing training manuals. The existing Soaring Flight Manual is in need of revision and there does not seem to be an interest in the publisher (Jeppesen Sanderson, Inc.) to perform this task. It was also noted

that the SSF has obtained publication rights to the BGA training manual, and that a new FAA publication has just been printed. The SSF needs to determine how to move forward in this area.

The next topic was a description of the existing web site. Rich Carlson has taken over the care and feeding of this site. It was agreed that the site has a lot of useful information, but it could stand a minor facelift. It also needs to be modified to clearly show that it has important information for all pilots, from students to ATP's. Rich will lead this effort to update the web site.

The next topic was a discussion of an endorsement issue that arose in the south central soaring region. Based on some interactions with FAA FSDO personnel, an article was written for publication in Soaring, on the need for proper endorsements in pilot logbooks. A discussion of this specific article and the endorsement issue in general then occurred. The consensus was that some type of endorsement article should be put in Soaring. Proposed titles include "Logging Ground Training and other Endorsements" or "Logbook Secrets" were suggested. A brief discussion of submission and publication dates then ensued. (Was this task assigned to someone?)

Bernald Smith then described the upcoming FAI anti-doping rules and procedures. A new set of drug testing procedures for competition pilots is being proposed by the FAI. The EU pilots and soaring organizations will have to come up with some kind of program to address this issue. The NAA has already stated that they will not create a testing program for the US. The SSF will need to monitor this issue to ensure that the proper actions are taken. As a first step it was proposed that we publish this information to the US soaring community. No specific action was agreed upon.

Finally, a brief discussion occurred about the impact of the new scenic flight NPRM now on the street. The consensus was that this NPRM specifically calls for limits to operations undertaken in airplanes, not aircraft. This means that gliders are not covered by this NPRM. At the present time the SSF does not plan to issue a formal response to this NPRM.

The time/date for the next meeting will be decided via email.

Minutes taken by Rich Carlson

2/6/04

Draft meeting minutes prepared on 3/6/04.

Final report prepared on 10/11/04.

The follow is a summary of this issues discussed at the February 2004 SSF board meeting and the action items that resulted from these issues.

Trustee terms expire 12/31/2004, need to vote at Fall meeting

Carlson & Smith

A.I. – trustees need to vote

Hammond stepping down as Chair

A.I. – trustees need to elect new chair

SSA and SSF relationship

A.I. – Hammond has access to SSF funds

A.I. – Hammond to close the savings account and transfer funds to checking account (Lea County Bank in Hobbs)

Convention activities

A.I. – Compton will coordinate booths

A.I. – Wander will coordinate safety seminar

Site Survey program

A.I. – Program should continue to be funded by the SSF

SSF merchandise in SSA office (223 Signals and 17 2000 seminar VHS tapes)

A.I. – convert to DVD format (Compton and Wander with Herold)

(note: Sharp converted them to CD-ROM, Carlson to DVD)

Increase SSF exposure to SSA membership

A.I. – Compton will lead this activity

New SSA/SSF log book

A.I. – get comments to Carswell, SSA will sell new logbook

Modify emergency stop signal for ground operations

A.I. – trustees will monitor need

FIRC activities

A.I. – Wander will continue to lead this activity

Training manuals and other publications

A.I. – SSF will publish a bibliography of publications via SSF web site

A.I. – Smith will investigate copyright issues with SFM

Web site issues

A.I. – Carlson will update SSF web site

Articles for Soaring magazine

A.I. – publish article on need for proper endorsements

Legislative issues

A.I. – FAI anti-doping rules and procedures (monitor)

A.I. – Scenic flight NPRM (no effect on soaring operations)