**UNCONFIRMED MINUTES**

**20-FEBRUARY-2017**

**NEW ORLEANS, LOUISIANA, USA**

**These minutes are not final until confirmed by the Committee in writing or by vote at a subsequent meeting. Information herein does not constitute a communication or recommendation from the Committee and shall not be considered as such by any agency.**

**MONDAY, 20-FEBRUARY-2017**

# OPENING COMMENTS

## Call to Order / Quorum Check

The Nadcap Management Council (NMC) Ethics and Appeals (E&A) Committee was called to order at 4:00 p.m., 20-Feb-2017.

It was verified that only SUBSCRIBER MEMBERS were in attendance.

A quorum was established with the following representatives in attendance:

***Subscriber Members/Participants Present (\* Indicates Voting Member)***

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  | NAME |  | COMPANY NAME |  |  |  |  |
|  |  |  |  |  |  |  |  |
| \* | David | Bale | Pratt & Whitney Canada |  |  |  |  |
| \* | Pascal | Blondet | Airbus |  |  |  |  |
| \* | Richard | Blyth | Rolls-Royce |  |  |  |  |
| \* | Craig | Bowden | BAE Systems - MAI (UK) |  |  |  |  |
| \* | Jeff | Cerre | Textron Inc. |  |  |  |  |
| \* | Steven | Dix | Eaton Aerospace |  |  |  |  |
| \* | Bertrand | Fath | Airbus Helicopters |  |  |  |  |
| \* | Dave | Hansen | 309th Maintenance Wing |  |  |  |  |
| \* | Scott | Iby | UTC Aerospace (Hamilton Sundstrand) | Chairperson |  |  |  |
| \* | Bob | Koukol | Honeywell Aerospace |  |  |  |  |
| \* | Jeff | Lott | The Boeing Company |  |  |  |  |
| \* | Frank | Mariot | Triumph Group Inc. |  |  |  |  |
| \* | Frank | McManus | Lockheed Martin Corporation |  |  |  |  |
| \* | Per | Rehndell | GKN Aerospace Sweden AB |  |  |  |  |
| \* | Davide | Salerno | Leonardo S.p.A. Divisione Velivoli |  |  |  |  |
| \* | Victor | Schonberger | Israel Aerospace Industries | Vice-Chairperson |  |  |  |
| \* | Scott | Severson | Rockwell Collins, Inc. |  |  |  |  |
| \* | Lindsey | Shaw | Raytheon Company |  |  |  |  |

***Other Members/Participants Present***

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | NAME |  | COMPANY NAME |  |
|  |  |  |  |  |
|  | Michael | Roberts | Gulfstream Aerospace | Invited Guest |

***PRI Staff Present***

|  |  |
| --- | --- |
| Mark | Aubele |
| Connie | Hess |
| Scott | Klavon |
| Bob | Lizewski |
| Carol | Martin |
| Joe | Pinto |
| Ian | Simpson |

## Motion made by Jeff Lott and seconded by Pascal Blondet to confirm the minutes from the previous meeting. Motion passed and the October 2016 NMC Ethics and Appeals meeting minutes were approved as written.

# RAIL Review

The Rolling Action Item List (RAIL) was reviewed.

# membership review

## The E&A Committee Membership Roster was reviewed and revised. See attached.



## Victor Schonberger volunteered to become the Vice-Chair of the E&A Committee. The Committee voted unanimously to approve Victor as Vice-Chair.

# proposed allegation process flow

Scott Klavon presented a proposal for handling of allegations. A vote of confidence to approve the process and move forward with Operating Procedure changes was taken. The Committee voted unanimously to move forward with the proposal.



ACTION ITEM: Scott Klavon and Connie Hess to work with PRI Staff to draft changes to the OP 1124 Allegation Handling and Resolution and to present it to the E&A sub-team for acceptance prior to balloting. (Due Date: 5-Jun-2017)

# communication to nadcap stakeholders regarding antitrust (E&A Action item #14)

Scott Klavon and Connie Hess presented proposed communication to send to all Nadcap stakeholders regarding antitrust. The amended version of the communication is attached.



ACTION ITEM: Scott Klavon and Connie Hess to determine various approaches to communicating antitrust information (e.g. mass email, newsletter, NMC at-large meeting, SSC, etc.). (Due Date: 5-Jun-2017)

ADJOURNMENT – 20-Feb-2017– Meeting was adjourned at 5:00 p.m. Motion made by Jeff Cerre and seconded by Pascal Blondet.

Minutes Prepared by: Connie Hess, chess@p-r-i.org

RAIL:



|  |  |  |
| --- | --- | --- |
| \*\*\*\*\* For PRI Staff use only: \*\*\*\*\*\*  Are procedural/form changes required based on changes/actions approved during this meeting? (select one)  YES\*  NO  \*If yes, the following information is required: | | |
| Documents requiring revision: | Who is responsible: | Due date: |
| OP 1124 Allegation Handling and Resolution | Connie Hess/Scott Klavon | 4-Jun-2017 |
|  |  |  |