**CONFIRMED MINUTES**

**26-OCTOBER-2016**

**PITTSBURGH, PENNSYLVANIA, 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.**

**WEDNESDAY, 26-OCTOBER-16**

# OPENING COMMENTS

## Call to Order / Quorum Check

The Nadcap Management Council (NMC) Ethics and Appeals (E&A) Committee was called to order at 10:00 a.m., 26-Oct-2016.

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 |  |
|  |  |  |  |  |
| \* | Latch | Anguelov | SAFRAN Group |  |
| \* | David | Bale | Pratt & Whitney Canada |  |
| \* | Pascal | Blondet | Airbus |  |
| \* | Jeff | Cerre | Beechcraft |  |
| \* | Troy | Grim | Spirit AeroSystems |  |
| \* | Dave | Hansen | 309th Maintenance Wing |  |
| \* | Martha | Hogan-Battisti | The Boeing Company |  |
| \* | Scott | Iby | UTC Aerospace (Hamilton Sundstrand) | Chairperson |
| \* | Wendy | Jiang | COMAC |  |
| \* | Jason | Jolly | Cessna Aircraft Company |  |
| \* | Bob | Koukol | Honeywell Aerospace |  |
| \* | Ralph | Kropp | MTU Aero Engines AG |  |
| \* | Jeff | Lott | The Boeing Company |  |
| \* | Scott | Maitland | UTC Aerospace (Goodrich) |  |
| \* | Frank | Mariot | Triumph Group |  |
| \* | Frank | McManus | Lockheed Martin Corp. |  |
| \* | Ana | Ottani dos Santos | Embraer SA |  |
| \* | Mark | Rechtsteiner | GE Aviation |  |
| \* | Per | Rehndell | GKN Aerospace Sweden AB |  |
| \* | Tommy | Robinson | Gulfstream Aerospace |  |
| \* | Davide | Salerno | Leonardo S.p.A. Divisione Velivoli |  |
| \* | Victor | Schonberger | Israel Aerospace Industries |  |
| \* | David | Soong | Pratt & Whitney |  |

***PRI Staff Present***

|  |  |
| --- | --- |
| Mark | Aubele |
| Mike | Graham |
| Connie | Hess |
| Scott | Klavon |
| Jim | Lewis |
| Bob | Lizewski |
| Carol | Martin |
| Joe | Pinto |

## Motion made by Jeff Lott and seconded by Pascal Blondet to confirm the minutes from the previous meeting. Motion passed and the October 2015 NMC Ethics and Appeals meeting minutes were approved as written.



## RAIL Review

The Rolling Action Item List (RAIL) was reviewed.

ACTION ITEM: Connie Hess/Scott Iby - Sub-team to review procedure for notifying Subscribers when information is made available that may impact other Subscribers. Create an information exchange without implicating product or customer, so this issue isn't repeated. (Due Date: 1-Feb-2017)

# Validation of volunteer list

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



# review of 2016 appeals

Connie Hess reviewed the appeals data for 2016. See attached.



# failed suppliers lobbying for “not to fail”

The committee discussed the ethical issues surrounding Subscribers/Suppliers trying to influence others when it comes to voting on failure ballots. If they are done openly, they are not violating antitrust, but PRI staff must be present.

ACTION ITEM: Connie Hess/Scott Klavon – Communicate with all stakeholders the need to follow Anti-trust, Code of Ethics and Conflict of Interest and provide examples of issues. (Due Date: 1-Feb-2017)

# OP 1124 allegation handling

Connie Hess reviewed the proposed changes to OP 1124 Allegation Handling. The procedure is currently in PRI Staff ballot and will be sent for a NMC ballot.



# OP 1113 appeals

Connie Hess reviewed the proposed changes to OP 1113 Appeals. This procedure has not yet been balloted.



# new business

## Joe Pinto thanked the committee for participating on the committee and for taking their responsibilities of Ethics seriously.

## Scott Iby / Connie Hess asked if there were any members of the committee who would consider taking on the position of Vice Chairperson.

ADJOURNMENT – 26-Oct-2016 – Meeting was adjourned at 12:00 p.m.

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: |
|  |  |  |
|  |  |  |