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**Meeting Summary, October 13, 2009**  
**Air Traffic Management Advisory Committee (ATMAC)**  
**Requirements and Planning Work Group (R&P WG)**

The ATMAC Requirements and Planning Work Group (R&P WG) convened at 9:00 a.m. on October 13, 2009 in the Colson Board Room, RTCA, 1828 L Street, NW, Washington D.C. The meeting discussions are summarized below.

**Welcome and Introduction**

Co-chairs Lorne Cass and Bob Lamond welcomed the group to the first R&P WG meeting following the submission of the NextGen Mid-Term Implementation Task Force Final Report. The primary purposes of the meeting were to hear about the R&P WG role in the recommended post-task force follow up and to discuss a proposed new task for the R&P WG in to fully define the Trajectory Operations (TOps) concept and to identify where new system requirements will be needed (e.g., the impacts to navigation or data communications).

**NextGen Task Force Follow Up**

Margaret Jenny began this discussion by thanking the R&P WG members for their commitment and dedication to the Task Force.

Ms. Jenny discussed the task force recommendation for post-Task Force follow up. The task force recommended that the FAA work with the aviation community through the Air Traffic Management Advisory Committee (ATMAC) to track the progress of the implementation of the recommendations. It was recommended that for the next several months the task force leadership team would remain intact and work under the auspices of the ATMAC to provide clarification and feedback as the FAA incorporates the task force recommendations into the next version of the NextGen Implementation Plan (NGIP). It was further recommended that following the publication of the revised NGIP (expected to be late-January 2010), the ongoing task force follow up continue under the ATMAC with the detailed work being completed by the R&P WG. In addition, it was recommended that the Task Force Business Case Subgroup continue as a standing subgroup to address business case issues as they arise.

It was noted that the FAA response to the task force follow up recommendation was expected to be provided at the ATMAC meeting on October 29, 2009.

### **Proposed Trajectory Operations (TOPs) Work Group**

Bruce DeCleene led the discussion of the proposed Trajectory Operations (TOPs) Work Group as a work group under the R&P WG. The FAA letter requesting the establishment of this group and the draft Terms of Reference are attached. Mr. DeCleene also mentioned that FAA had developed a preliminary draft TOPs Concept of Use for consideration by the work group. He emphasized that the preliminary draft was just that, a preliminary draft, and it was provided as input to the group and not as a document to be “reviewed and approved.”

It was noted that the JPDO was also intending to start a group addressing the topic of trajectory operations and that there was the potential for overlap between the activities and that the same technical staff resources would be needed for both efforts. Mr. DeCleene noted that the FAA’s priority request related to TOPs is the request for the RTCA initiative and that the JPDO understands this fact. Mr. DeCleene noted that two schedule drivers for the TOPs initiative are the ongoing SC-214 work and the new EUROCAE trajectory-based operations group.

### **R&P WG Future Direction**

Bob Lamond led a brief discussion related to the future direction of the R&P WG. It was noted that the membership of the R&P WG is changing and that the anticipated role in Task Force follow up activities may alter how the R&P WG functions on a regular basis (e.g., Is the monthly meeting frequency still appropriate?).

It was agreed that this topic would be discussed further at the November meeting based on the results of the ATMAC meeting on October 29, 2009.

### **Remaining 2009 Meetings**

The next meeting of the ATMAC R&P WG is November 17, 2009 beginning at 8:30 a.m. The R&P WG meeting for 2009 will be held on December 8, 2009 beginning at 8:30 a.m.

## Meeting Attendance – October 13, 2009

### Members

In Attendance		Organization	Comment
Lorne	Cass	Delta Air Lines, Inc.	Co-Chairman
Bob	Lamond	National Business Aviation Association	Co-Chairman
Chris	Baum	Air Line Pilots Association	
Eric	Harrell	ARINC	
Bill	Sears	Beacon Management Group	
Glenn	Morse	Continental Airlines	
Jim	Weatherly	Joint Planning and Development Office	
Brad	Culbertson	Lockheed Martin	
Joe	Hollenberg	MITRE/CAASD	
Debby	Kirkman	MITRE/CAASD	
Dave	Nakamura	PARC and The Boeing Company	Phone
Margaret	Jenny	RTCA, Inc.	
Jim	Caudle	Southwest Airlines	
Ron	LaMarche	The Boeing Company	
Ray	Glennon	RTCA, Inc.,	Secretary