

**Summary of the Thirty-Sixth Meeting**

**Special Committee 224**

**Airport Security Access Control Systems**

The thirty-sixth meeting of SC-224 was held October 29, 2015 at RTCA, 1150 18th Street, N.W., Suite 910, Washington, D.C. 20036 and was attended in person and /or via telecom / WebEx\*. Attendees included:

Christer Wilkinson* (Co-Chair)	AECOM System Solutions
Art Kosatka (Secretary)	TranSecure
Lydia Beairsto*	LGA Airport
Jonathan Branker	CGH Technologies, Inc.
Scott Broyles*	Safe Skies
Kristina Does*	ICAO
Ed Ebright	Federal Aviation Administration
Karan Hofmann	RTCA, Inc.
Harold Moses	RTCA, Inc.
Jeanne Olivier*	Port Authority of New York & New Jersey
Mike Pilgrim	International Security Concepts
Jennifer Roberts*	Safe Skies
Jay Romlein*	CSHQA

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In accordance with the Federal Aviation Advisory Committee Act, Ed Ebright, Federal Aviation Administration (FAA), was the Designated Federal Officer for this meeting.

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**SC-224 - Meeting No. 36**  
(October 29, 2015 Meeting)

**1. Welcome and Administrative Remarks**

Mr. Ebright read the DFO administrative statement; Ms. Hofmann addressed the RTCA proprietary information statement and the chairman made some changes in agenda.

**2. Approval of Previous Meeting Summary**

The meeting Summary for the September 17, 2015 meeting was approved.

**3. TSA Report**

Mr. Duffy of TSA not available – attending Florida Apt Managers meeting.

**4. Dedication of Document**

Charles Chambers' dedication in this version of DO-230F was discussed and approved. The dedication will be included in document going to the Program Management Committee (PMC) at the December 15th meeting.

**5. Review of DO-230F Sections**

Review of work sheet for DO-230F - only Sections 1 and 2 were modified and no comments were received. The document with the updates as submitted were approved to forward to the PMC December meeting.

**6. Report on TSA Security Construction Guidelines Progress**

Mr. Kosatka provided a status report on TSA Guidelines update, and the need for coordination among several projects, including RTCA DO-230. Mr. Moses indicates approval for circulation of invitation for comments to SC 224 membership (accomplished on 10/31/15)

**7. Review of DO-230G Sections**

- Ms. Dores lead discussion review of document for DO-230G – to be primarily for operational guidelines / checklists
- Operational guidance – Mr. Hamilton has searched for “should”-type mandates; reports about 50 hits in Section 2

- Mr. Kosatka interjected a scope creep caution -- the goal is to have 2 pages maximum; this discussion suggested a more in-depth effort. The intent is to be similar to TSA Guidelines-type lists; Ms. Olivier will consult with Ms. Dores.
- Confirmed Mr. Branker's introductory chapter is only section with no checklist.
- Ms. Dores suggested the potential for moving some blocks of content to Section 4 / access control, as has been discussed in previous Plenaries.
  - The following Version "H" is likely to undertake some significant reorganization of some content and/or sections. This is not a current task, but we can begin to take comments on how to do so.
- There as a brief discussion regarding the need to coordinate this document with several others now underway.
  - Mr. Pilgrim and Ms. Dores offered to assist with arrangements.

## **8. Letter of Thanks to Leonard Wood**

A letter of thanks and tribute to Leonard Wood, who is resigning from the committee due to his retirement, was discussed and approved.

## **9. Date and Time of Next Meeting**

Next meeting – in order to coordinate with industry security summit scheduled for 9-10 December, the next plenary to be held Friday December 11<sup>th</sup>, starting at 0830.

## **10. Any other Business**

There being no other business the meeting was adjourned.

-S-  
Art Kosatka  
Secretary

**CERTIFIED** as a true and accurate summary of the meeting.

-S-  
Christer Wilkinson  
Co-Chairman