

AAAE/Northwest Chapter AAEE

# AFMFC 10

Airport Facilities Management Conference



**AUGUST 4-6, 2010**

BOISE, IDAHO

**REGISTRATION BROCHURE**

# THE LEADING AIRPORT FACILITIES MANAGEMENT CONFERENCE

The American Association of Airport Executives (AAAE) and the Northwest Chapter AAAE are pleased to present the Airport Facilities Management Conference, August 4-6, 2010, in Boise, Idaho. Don't miss this opportunity to learn what's new in airport facilities. Join your colleagues and other industry experts at the only airport-specific facilities management conference that explores in depth the issues you want and need to know about. Through panel discussions, case studies and shared experiences, you will have the opportunity to learn about the following topics: maximizing your resources during winter operations, making contractors part of your overall airport team, managing priorities and effective time management and others.

All sessions will take place at The Grove Hotel. A welcome reception is scheduled for Wednesday, August 4, from 6:30 to 7:30 p.m. Sessions will begin at 8:45 a.m. on Thursday, August 5 (registration and continental breakfast at 8 a.m.), and end at 4:30 p.m. on Friday, August 6. Registration fees include one reception, two continental breakfasts, two lunches, coffee breaks, the Thursday facilities tour, Thursday evening event and all handout materials. Confirmation of registration will be e-mailed to all attendees. Dress for all sessions is business casual.

AAAE is also pleased to present the Regional Advanced Safety and Operations Specialist (ASOS) School on August 3-4, 2010, preceding the AFMC.

## New Advisory Circulars – What Impact Will They Have on Your Facility

This session will address the latest revisions of the Advisory Circulars and is intended to generate discussion on how Part 139 airports are implementing and handling the latest changes. Topics will consist of snow and ice control, pavement markings, airport condition reporting, new personnel training requirements and others.

## Managing Priorities and Effective Time Management

This informative session will help you understand why some people are more effective than others in getting tasks completed and making more money. Topics will include: setting and achieving goals, how to determine high value tasks, how to overcome procrastination, and how to focus and concentrate for closure.

## The Latest FMS Technologies in Terminal Design/Redesign

Building Management Systems can help you integrate your existing or new building systems — HVAC, Lighting, fire safety — together into one IT/software-based solution. This session will explore the latest products and systems available to achieve energy and maintenance efficiencies with your building system(s). If you are interested in upgrading your current system, considering options for a new facility, or just want to learn about some of the latest products and technologies being offered, you will want to attend this session.

## Roundtable

Bring your day-to-day airfield and grounds maintenance problems, challenges and solutions to share and discuss with your peers. Discover what other airports are doing to meet their challenges and let them help you with yours in this open-floor intimate roundtable setting.

## Initial/Recurrent Training Programs

Airports around the nation are faced with the challenge of training their new employees on baseline rules and regulations while also moving current employees to a new level of awareness. This session will focus on the latest strategies and techniques to accomplish airport training goals.

## Envisioning Your Recovery Path

This session will focus on economic indicators and possible recovery paths to assist you in making recovery plans. Presentations will include a discussion on positioning your airport for recovery opportunities, keeping track of your airlines and tenants, user plans, and keeping critical documents current.

## Making Contractors Part of Your Airport Team

Learn about selection and methods for building a successful and productive relationship with contractors by creating a win-win partnership. Topics will include what to look for in a "good" contractor, developing a "team" that includes you contractor, fostering open and honest relationships, and maximizing productivity.

## Maximizing Resources During Winter Operations

The experiences of two airports with SCAN system and use of chemicals for their Winter Ops Program will be the centerpiece of this discussion. Key personnel from the airports and their consultants will discuss their programs, from rule of thumb to seat of the pants, and the benefit or lack thereof to the airports.

## Asset Preservation

With capital replacement budgets declining, it is your responsibility to preserve the assets under your management longer than you have been asked to in the past. Asset preservation runs the gamut from regular and preventive maintenance to remodeling and reconstruction. While replacement schedules are being extended, it is also important to dispose of assets when they've exceeded their useful life.

## AGENDA (subject to change)

### Tuesday, August 3

8 a.m.–5 p.m. Regional Advanced ASOS School  
Optional Course/Additional Fee

### Wednesday, August 4

8 a.m.–5 p.m. Regional Advanced ASOS School  
Optional Course/Additional Fee  
5:30–6 p.m. Early Registration  
6:30–7:30 p.m. Welcome Reception with the Exhibitors

### Thursday, August 5

8:45–9:30 a.m. Session 1: New Advisory Circulars – What Impact Will They Have on Your Facility  
9:30–10:15 a.m. Session 2: Managing Priorities and Effective Time Management  
10:15–10:30 a.m. Coffee Break  
10:30–11:15 a.m. Session 3: The Latest FMS Technologies in Terminal Design/Redesign  
11:15 a.m.–12:15 p.m. Session 4: Roundtable  
12:15–1:15 p.m. Luncheon  
1:15–5 p.m. Airport Tour  
5:30–9 p.m. Evening Event

### Friday, August 6

8–8:30 a.m. Continental Breakfast with Exhibitors  
8:30–9:15 a.m. Session 5: Initial/Recurrent Training Programs  
9:15–10:30 a.m. Session 6: Envisioning Your Recovery Path  
10:30–11 a.m. Coffee Break with Exhibitors  
11 a.m.–12 p.m. Making Contractors Part of Your Airport Team  
12–1 p.m. Luncheon  
1–2 p.m. Session 8: Maximizing Resources During Winter Operations  
2–2:30 p.m. Coffee Break with Exhibitors  
2:30–3:30 p.m. Session 9: Asset Preservation  
3:30–4:30 p.m. Session 10: Roundtable  
4:30 p.m. Conference Adjournment

For further program information, exhibit and sponsorship opportunities, contact Will James, C.M., AAAE, at (703) 824-0500, Ext. 1001, or e-mail will.james@aaae.org.

For further registration information, contact Alexia Marquez, AAAE, at (703) 824-0500, Ext. 201, or e-mail alexia.marquez@aaae.org.

The American Association of Airport Executives and the Federal Aviation Administration present the  
**REGIONAL ADVANCED AIRPORT SAFETY AND OPERATIONS SPECIALIST SCHOOL**



August 3-4, 2010 • Boise, Idaho • Mtg. #100705



The American Association of Airport Executives (AAAE) and the Federal Aviation Administration (FAA) are pleased to present the Regional Advanced Airport Safety and Operations Specialist (ASOS) School, August 3-4, 2010, in Boise, Idaho.

Since 1989, more than 7,000 airport operations personnel have attended one or more of these schools. ASOS schools have become a regular and recurring part of virtually every airport's training program for operations staff. Endorsed and taught by FAA officials and other airport industry professionals, these nationally recognized courses are designed to increase awareness of FAA's Part 139 airport certification program, as well as to enhance the professionalism and safety responsibilities of airport operations personnel. These professional schools are specifically tailored to airport personnel responsible for the day-to-day operations of public-use (both commercial service and general aviation) and military shared-use airports throughout the United States. These professional schools also are tailored for airport personnel responsible for conducting and maintaining the self-inspection programs of public-use and military shared-use airfields throughout the United States. These schools also provide an excellent networking platform for airport operators to meet and exchange ideas to continue to make our airports safe and operationally efficient.

The Advanced ASOS school will outline how airports can continue to take proactive steps to prepare to implement new safety management practices and clarify any issues. The faculty will include FAA regional personnel, officials from the airport community, airline pilots and others knowledgeable about airport operations and safety matters. This school is one of several options available to airport operators to comply with 139.303 (c-e).

All sessions will take place at the Grove Hotel. Sessions will begin at 8 a.m. on Tuesday, August 3 (registration and continental breakfast begin at 7:30 a.m.) and end at 4:30 p.m. on Wednesday, August 4. Registration fees include two continental breakfasts, two lunches, coffee breaks and all handout materials. Confirmation of registration will be e-mailed to all attendees. Dress for all sessions is business casual.

AAAE and the Northwest Chapter AAAE are also pleased to present the Airport Facilities Management Conference (AFMC) from August 4-6, 2010, following the Regional Advanced ASOS School.

For further program information, contact Will James, C.M., AAAE, at (703) 824-0500, Ext. 1001, or e-mail will.james@aaaee.org.  
For further registration information, contact Alexia Marquez, AAAE, at (703) 824-0500, Ext. 201, or e-mail alexia.marquez@aaaee.org.

## AGENDA (Subject to change)

### TUESDAY, AUGUST 3

- 8-8:15 a.m. Introductory Remarks
- 8:15-9:15 a.m. FAR Part 139
- 9:15-9:30 a.m. Break
- 9:30-10:30 a.m. Certification Requirements
- 10:30-10:45 a.m. Break
- 10:45 a.m.-12 p.m. ACM and AC Specifications
- 12-1:15 p.m. Lunch
- 1:15-2:15 p.m. Operations: ARFF, HazMat, Emergency Plans Vehicles, Fueling and Wildlife Hazards
- 2:15-2:30 p.m. Break
- 2:30-3:30 p.m. Operational Readiness: Airport Pavement and Surface Condition, DOT/FAA 150 Series Advisory Circulars Airfield Inspections
- 3:30-3:45 p.m. Break
- 3:45-4:30 p.m. Safety Issues During Construction, NOTAMS, Movement and Safety Areas

### WEDNESDAY, AUGUST 4

- 8:15-9:15 a.m. Basic Airport Layout, FAR Part 77, Obstacles
- 9:15-9:30 a.m. Break
- 9:30-10:30 a.m. Runway Safety and Protection Areas, Land Use Plan
- 10:30-10:45 a.m. Break
- 10:45 a.m.-12 p.m. Aircraft Accidents on or Near the Airport, Security and TSAR 1542
- 12-1:15 p.m. Lunch
- 1:15-2:15 p.m. Approach and Landing Aids: ILS, GPS, DGPS, Visual Aids
- 2:15-2:30 p.m. Break
- 2:30-3:30 p.m. Airports and Environment: Environmental Studies Aircraft Noise, Noise Control (Zoning) and Abatement Air and Water Quality
- 3:30-3:45 p.m. Break
- 3:45-4:30 p.m. Airport Operations Case Study

**REGISTER ONLINE!** [WWW.AAAEMEETINGS.ORG](http://WWW.AAAEMEETINGS.ORG)

### Hotel Reservations

Rooms are being held at The Grove Hotel, 245 S. Capitol Blvd. Boise, ID 83702, phone (208) 333-8000, fax (208) 333-8800. All attendees will receive a special rate of \$99 single/double occupancy. Reservations must be made by Friday, July 9, 2010, in order to guarantee this rate. Reservations made after this date only can be honored on a rate and space available basis. To make your hotel reservations, call the hotel directly at (208) 333-8000 or toll free at (888) 961-5000 and identify yourself as part of the AAAE group. Any guaranteed reservation not canceled 24 hours prior to arrival will be subject to one night room and tax cancellation fee.

### Airline Reservations

American Airlines has been selected as the official air carrier for this meeting. Attendees can receive a 5% discount off American's published fares. Rules and restrictions apply. To take advantage of American's special fares, call American Airlines directly at (800) 433-1790 from 6 a.m.-1 a.m. eastern time daily and refer to star file #A1580AM.

### Ground Transportation

The Grove Hotel provides 24-hour complimentary airport shuttle service to and from Boise Airport operated by Boise Shuttle Services located outside of baggage claim.

Alternatively, a cab ride costs approximately \$12 one way and the ride is approximately four miles/ten minutes. Avis Rent-A-Car System, Inc. is the official rental car company for this meeting. To make reservations or for further information, call (800) 331-1600 and reference J097316.

**NOTE:** AAAE reserves the right to cancel this program if the number of registrants is insufficient. In this event, we will notify all registrants and refund the registration fee in full. However, any costs incurred by the registrant, such as hotel cancellation or airline penalties, are the responsibility of the registrant. Confirmation letters will be e-mailed to attendees within two weeks of receipt of registration. If you have not received a confirmation letter via e-mail two business days prior to the meeting, and you enrolled at least two weeks prior to the meeting, please contact the AAAE Meetings Department at (703) 824-0504. Non-receipt of the confirmation letter before the meeting is not justification for seeking a refund.

**Cancellation:** Registrations and cancellations must be submitted in writing. Cancellation requests received before July 16, 2010 are subject to a \$125 processing fee and will be processed after the meeting takes place. There will be no refunds after this date. Substitutions will be accepted without penalties and no-shows will be billed. For all inquiries regarding cancellations and refunds, please contact the AAAE Meetings Department at (703) 824-0504 or e-mail [aaaemeetings@aaaee.org](mailto:aaaemeetings@aaaee.org).

# AFMC 10

and Regional Advanced ASOS School

**AAAE/Northwest Chapter AAEE Airport Facilities Management Conference**  
August 4-6, 2010 • Boise, Idaho • Meeting #100709

**AAAE Regional Advanced Airport Safety and Operations Specialist (ASOS) School**  
August 3-4, 2010 • Boise, Idaho • Meeting #100705

Future correspondence will be sent to the address, fax number and/or e-mail address below.

Nickname For Badge \_\_\_\_\_ E-Mail Address \_\_\_\_\_  
 Mr./Ms. (circle one) First Name \_\_\_\_\_ Last Name \_\_\_\_\_  
 Title \_\_\_\_\_  
 Airport/Company \_\_\_\_\_  
 Address \_\_\_\_\_  
 City, State, Zip (Country) \_\_\_\_\_  
 Phone \_\_\_\_\_ Fax \_\_\_\_\_



If you require any special assistance to participate or have special dietary requirements, e-mail [aaaameetings@aaae.org](mailto:aaaameetings@aaae.org).

**AFMC Registration Fees (Meeting #100709)**

(includes one reception, two continental breakfasts, two lunches, coffee breaks, the Thursday facilities tour, Thursday evening event and all handout materials)

	Early Registration (on or before 7/9/10)	Late Registration (after 7/9/10)
1. <input type="checkbox"/> Member of AAEE or Northwest Chapter AAEE.....	\$395	\$445
2. <input type="checkbox"/> Non-member .....	\$490	\$540
3. <input type="checkbox"/> Display Table (includes one registration) .....	\$875	\$875
4. <input type="checkbox"/> Additional Booth Personnel .....	\$200	\$200

**Regional Advanced ASOS only Registration Fees (Meeting #100705)**

(includes two continental breakfasts, two lunches, coffee breaks and all handout materials.)

	Early Registration (on or before 7/9/10)	Late Registration (after 7/9/10)
1. <input type="checkbox"/> Regional Advanced ASOS School .....	\$440	\$490

**Attending BOTH AFMC (#100709) and Regional Advanced ASOS School (#100705)**

(includes one reception, four continental breakfasts, four lunches, coffee breaks, the Thursday facilities tour, Thursday evening event and all handout materials.)

	Early Registration (on or before 7/9/10)	Late Registration (after 7/9/10)
1. <input type="checkbox"/> Member of AAEE or Northwest Chapter AAEE.....	\$780	\$880
2. <input type="checkbox"/> Non-member .....	\$875	\$975

(\*Register for the Regional Advanced ASOS and receive \$55 off your Regional Advanced ASOS registration fee. You must register for both conferences at the same time to receive the discount.)

Total amount enclosed \$ \_\_\_\_\_

**AAE Accredited Airport Executives®**

AFMC and the Regional Advanced ASOS School are each worth 12 credits in the AAEE Continuing Airport Management Education Unit (CEU) program.

Method of Payment (in U.S. funds drawn on a U.S. bank)

Enclosed is my check in the amount of \$ \_\_\_\_\_ Purchase order # \_\_\_\_\_  
 Upon receipt of this form, please charge my (circle one) American Express MasterCard Visa  
 Account # \_\_\_\_\_ Exp. Date \_\_\_\_\_  
 Cardholder Name \_\_\_\_\_  
 Signature \_\_\_\_\_

**Mail or fax to:**

American Association of Airport Executives • 601 Madison Street, Suite 400, Alexandria, VA 22314 • Fax (703) 820-1395

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AAAE and the Northwest Chapter AAEE invite you to

# AFMCG 10

Airport Facilities Management Conference • August 4-6, 2010  
Boise, Idaho • Meeting #100709

## The Airport Facilities and Management Expo

Exhibiting at this conference will ensure that your company is exposed to numerous airport executives whose main job concentrations are in facilities and management. If your company provides facilities-related products or services, then you need to display your products and services at this conference as they will tie in with the conference session discussions. In fact, if you are a provider of ANY tools that would be useful for facilities and maintenance operations at airports, you need to be there!

Sponsorship opportunities are also available. Sponsorship is a great way to gain additional recognition at this meeting. Benefits of sponsorship include your company name on your sponsored event, a listing in the conference program and verbal thank you's at the conference.

For further exhibit and sponsorship opportunities, contact Will James, C.M., AAEE, at (703) 824-0500, Ext. 1001, or e-mail [will.james@aaee.org](mailto:will.james@aaee.org).

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