

Lithium Battery Air Safety Advisory Committee
MEETING AGENDA

Meeting Date: January 22-23, 2020

Location: Department of Transportation, Washington D.C.

January 22, 2020

	Estimated Time
1. Welcome, Safety Briefing, & Call to Order 1.1 Welcome (Duane Pfund, DFO) 1.1 Safety Briefing (DFO) 1.2 Call to Order (Bob Brown, Chairman)	0900-0910
2. Committee & Staff Introductions	0910-0930
3. Opening Remarks 3.1 Opening Remarks 3.1.1 Drue Pearce, Deputy Administrator, PHMSA 3.1.2 Josh Holtzman, Acting Deputy Associate Administrator for Security and Hazmat Safety, FAA 3.2 Opening Remarks (Chairman)	0930-1015
4. Agenda Overview – (Chairman) 4.1 Discussion 4.2 Adoption	1015-1030
5. Committee Business 5.1 Overview of the Federal Advisory Committee Process (Paul Roberti, PHMSA Chief Counsel)	1030-1100
Break	1100-1130
6. Committee Business (cont.) 6.1 Committee Roles and Responsibilities (DFO) 6.2 Overview of FAA Reauthorization Act Sec 333(d) (DFO) 6.2.1 Committee Composition 6.2.2 Duties 6.2.3 Reporting 6.2.4 Meetings 6.3 Charter (DFO) 6.4 By-laws (Chairman)	1130-1230
Lunch	1230-1400
7. Mandate Duties & Identifying Risks in the Transportation System	1400-1530
Break	1530-1600
8. Mandate Duties & Identifying Risks in the Transportation System (cont.)	1600-1645
9. Closing Remarks 9.1 Agenda for Day 2 (Chairman) 9.2 Closing Remarks for Day 1 (Chairman)	1645-1700

January 23, 2020

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Time**

1. Opening Remarks for Day 2 (Bob Brown, Chairman) 1.1 Recap of Day 1 1.2 Opening Remarks	0900-0915
2. Finalize Discussion on Mandate Duties & Identifying Risks in the Transportation System (cont.)	0915-1030
Break	1030-1100
3. Potential Approaches to Address Mandate Duties and Identified Risks in the Transportation System 3.1 Discussion on Potential Sub-Committees Opportunities 3.2 Prioritize Work 3.3 Consider Terms of Reference	1100-1230
Lunch	1230-1400
4. Potential Approaches to Address Mandate Duties and Identified Risks in the Transportation System (cont.)	1400-1500
5. Reporting 5.1 Committee Draft 5.2 Timeline	1500-1530
Break	1530-1600
6. Deliverables	1600-1645
7. Future Work 7.1 Any Further Committee Business 7.2 Determination of Future Meeting Dates	
8. Closing Remarks (Chairman & DFO)	1645-1700