



ISASI INTERNATIONAL COUNCIL MEETING  
February 25, 2021  
WebEx

**Meeting Minutes**

1. Welcome/ Call to Order – Frank Del Gandio

ISASI President Frank Del Gandio called the meeting to order at 8:33 am. The following councilors and guests were present.

Frank Del Gandio	Robert Carter	Bob MacIntosh, Jr.
Chad Balentine	Barbara Dunn	Caj Frostell
Alister Buckingham	Frank Hilldrup	Gary DiNunno
Anthony Brickhouse	Darren Gaines	Erin Carroll
Daniel Barafani	Enriqueta Zambonini	Ron Schleede
Thorkell Augustsson	Min Li	Mohammed Abdul Bari
Dick Stone		

2. Approval of Minutes of Previous Meeting

The minutes of the September 2019 International Council Meeting were reviewed. Motion to approve the minutes – Barbara Dunn, Second – Alister Buckingham, Motion passed unanimously.

3. Presidents View – Frank Del Gandio

Frank Del Gandio briefed the Council on his report. Frank thanked everyone for contributing the Kapustin Scholarship on Toby Carroll’s behalf. \$2,450 was raised and there is currently \$15,689 in the Kapustin Scholarship account. Frank Del Gandio appointed David King to the Jerome F. Lederer Award Selection Committee. Frank Del Gandio also appointed Roger Cox as the Audit Chair and Roger Cox just accomplished an audit. Frank Del Gandio discussed the video that was sent to the membership based on the video 27 signed up for just the electronic version of the *Forum*. Frank Del Gandio also briefed that the *Forum* costs 5.40/per issue/per person plus 3.00/postage in US, \$14.47 internationally. Frank Del Gandio briefed that a benefactor is willing to pay dues of anyone who cannot afford their membership due to the pandemic – there have been 3 so far. Additionally, there were 2 corporate members who are unable to pay and ISASI extended their membership.

Robert Carter asked about collecting dues while Ann Schull is out of the office. Frank Del Gandio briefed that Frank Del Gandio and Bob MacIntosh will be going out to the office to figure out a plan.

Robert Carter briefed the group on the electronic membership form and the report created by the team. John Gisseli and team are working with Alicia Storey on creating an electronic form. Software will run \$160/month including an updated computer, the software will include an electronic payment option.

Barbara Dunn asked about collecting dues for the Canadian membership. Robert Carter said that his understanding is that all funds would be processed by the international office. Frank Del Gandio said that it will not be an issue and can be coordinated with individual societies. Frank

Del Gandio briefed the issues that we have seen with credit cards. Barbara Dunn further asked about having visibility to members who have not paid their dues. Frank Del Gandio expects that societies will have access to reports. Based on a question from Barbara Dunn, Alicia Storey briefed that all electronic payments will be done in US Dollars.

4. Financial Report – Bob MacIntosh, Jr

Bob MacIntosh briefed his financial report and how difficult 2020 was financially to the association. Income was down about 40% as to what it was the year prior. Leadership is working to reduce costs. There was an \$80000 loss for 2020. Bob MacIntosh has developed and briefed a budget projection for 2021.

Motion to accept 2021 Budget Projection – Barbara Dunn, Seconded – Caj Frostell, Motion passed unanimously.

Bob MacIntosh mentioned that we need to reinvigorate the society and understand the value of membership. Bob MacIntosh will monitor the budget monthly.

Robert Carter asked about income for the virtual seminar. Bob MacIntosh discussed that we are very hopeful for a successful seminar.

5. Membership Report – Robert Carter

Robert Carter briefed that ISASI has 1072 individual members and 124 non-paying. Robert Carter expects to have a better idea on the effect of the pandemic next year. Robert Carter is working to strengthen and improve the membership process. Frank Hildrup asked who is on the membership committee. Frank Hildrup volunteered to serve on the membership committee.

Frank Del Gandio thanked Robert Carter for taking over as the membership chair.

6. Report of the ISASI Forum Editor – Gary DiNunno

Gary DiNunno briefed that the January-March issue has been posted electronically and work is ongoing to get the hard copies mailed out. Gary DiNunno is working on the April-June issue with four features.

7. Vice President's Report – Robert Carter

Robert Carter thanked the membership for being elected.

8. Secretary's Report – Chad Balentine

Nothing to report.

9. Executive Advisor's Report – Dick Stone

Dick Stone mentioned that it was good to see everyone.

10. Website review – Frank Del Gandio

Nothing to report

11. Seminars – Barbara Dunn

- a. 2021 Virtual

Barbara Dunn briefed the 2021 Virtual Seminar. The theme is “Moving Forward and Staying Safe”. It will be held August 31-September 3, 2021. Decision to move to a virtual seminar was not taken lightly. The group felt it was the best decision. They need everyone’s support for the virtual seminar. No tutorials this year so the planning committee can focus on the seminar. Each day will be focused on a specific time zone. New call for paper – March 20<sup>th</sup> deadline. Barbara Dunn discussed the fees - \$89 USD members/\$99 USD non-members. Hoping for 500+ attendees. ICAO will be offering Annex 13 at a reduced rate for attendees. Air Canada is a Platinum Sponsor. The Transportation Safety Board of Canada is paying for the virtual webex software; Gulfstream is Bronze and there are 3 exhibitors – ERAU, SCSi, Plane Sciences – booth prices are \$875. Exhibitors will be allowed to give short presentation to the attendees.

Darren Gaines asked about speaker fees. Barbara Dunn said that speakers pay.

Anthony Brickhouse asked about student rate. Same

Ron Schleede briefed his challenges with getting sponsors for the virtual seminar.

Mohammed Abdul Bari discussed the success of their virtual seminar was based on marketing as much as possible in advance of the seminar.

Frank Del Gandio shared how important it is to stay in contact with the membership and to also promote the seminar.

b. 2022 Brisbane

Paul Mayes briefed September 2022 Brisbane. It will be a normal format for the seminar and Paul Mayes described the city of Brisbane.

c. 2023 US Society – *Proposal*

*USSASI* is looking at putting in a proposal for Nashville.

12. Reports of National Societies/Councilors:

a. *AsiaSASI* – Min Li

Min Li briefed that last year the society had a virtual meeting in October 2020. For this year they are planning election in July-August. They are hoping *AsiaSASI* workshop this year.

b. *ASASI*

Frank Del Gandio briefed the submitted report.

c. *CSASI* – Barbara Dunn

Barbara Dunn briefed that the society has 99 members, 23 are life members, 8 are corporate, and 14 are past due. They will be holding Canadian society election this Spring.

d. *ESASI* – Thorkell Augustsson

Thorkell Augustsson briefed that they postponed in July in Budapest or virtual. They held a meeting in December 2019. *ESASI* has 170 members and 40 corporate members. They published three newsletters. In a recent committee meeting they have decided to start a

new product an open webinar – which will focus on insurance part of investigations in March 2021. They have 25,000 pounds in the bank and have already paid 15,000 USD to Hungary for next seminar. The goal is to have one year of expenses in the bank.

Bob MacIntosh discussed and highlighted the work being done by the societies, including the upcoming regional seminar in Budapest.

Robert Carter mentioned that the best way to watch the webinar is to go to the *ESASI* website. Caj Frostell discussed how the webinar can be recorded and then promoted amongst the societies. Thorkell Augustsson said that it is a good idea to record it and share it with other societies, he'll share the comment with the planning committee.

e. *KSASI* –

No report submitted.

f. *LASASI* – Daniel Barafani/ Enriqueta Zambonini

Daniel Barafani provided a slide deck for their briefing. *LASASI* held two virtual regional meetings. They are working to grow new membership with 35 total members. They developed a new website and conducted a webinar on accident investigation process with more than 70 in attendance. They held their first election in December 2020.

For 2021, they are expecting to hold two virtual meetings and a webinar. They are working for a wider dissemination campaign to gain new members both individual and corporate.

Enriqueta Zambonini agreed with the rest of the conversations with respect to challenges with credit card payments and supports moving to electronic membership form with electronic payment.

g. *MENASASI* – Mohammed Abdul Bari

Mohammed Abdul Bari provided a slide deck report. They have conducted three virtual board meetings along with a two-day webinar – which included a workshop and webinar. They are also working on developing a new website. Mohammed Abdul Bari shared statistics from who attend their webinar.

h. *NZSASI* – Alister Buckingham

Alister Buckingham briefed that the regional seminar is planned in June and is hoping for restrictions to ease. The plan is to run the seminar in the Gold Coast.

i. *PakistanSASI* – Naseem Ahmed

Nothing to report

j. *USSASI* – Anthony Brickhouse

Anthony Brickhouse briefed the loss of the pillars within *ISASI* - Toby Carroll, Marty Martinez, and Bob Mathews and how much they will be missed. They are planning a Zoom meeting amongst chapter presidents. Planning to communicate with membership and a potential virtual society.

k. *International Councilor* – Caj Frostell

Caj Frostell briefed that he is in continued communication with Africa and Asia in his role as the International Councilor

13. Rudy Kapustin Scholarship – Chad Balentine

Chad Balentine briefed that the selection committee is collecting applications for the 2021 Kapustin Scholarship and the applicants for 2020 were rolled over to 2021. Based on the virtual seminar, the selection committee has decided to allow recipients to use the remaining funds to attend the 2022 seminar.

Chad Balentine briefed that based on the Council meeting in The Hague, Chad Balentine, Anthony Brickhouse, and Barbara Dunn met and made the following changes:

- For the Kapustin Scholarship, qualifications were changes to not allow applications from individuals who are employed full time in the aviation industry.
- Anthony Brickhouse will be an audit of all student members each year to verify their status and qualification for student membership.

14. Reports of the ISASI Committees

15. Reports of the Working Groups

Corporate Affairs – Erin Carroll

Erin Carroll briefed that we have 23 corporate members in the arrears, which is actual better than in most years.

Cabin Safety – Barbara Dunn

Barbara Dunn briefed that the Cabin Safety WG continues to work with ICAO's Cabin Safety Group and has been updating the Cabin Accident Manual to include a chapter on Survival Factors reports. The ICAO Cabin Safety Group has been updating the Cabin Accident Manual to include a chapter on Survival Factors reports.

16. ISASI Coordinator of Student Outreach & Mentoring Report – Anthony Brickhouse

17. Old Business

18. New Business

By Law Changes

5.6 Minutes will made available on the website within 30 days of the minutes being approved.

Frank Del Gandio briefed the proposal.

Motion to approve proposal – Robert Carter, Seconded – Mohammed Abdul Bari, Motion passed.

*5.6 Availability of Minutes*

*Minutes of the International Council meetings shall be retained by the ISASI office and available to all members on the ISASI website within 30 days of the motion to adopt the minutes.*

3.2.1 Life Member

Proposal to raise to 75 years with 10 years of continuous membership and would be effective 2023. *Forum* must be received electronically.

Robert Carter and Barbara Dunn are not supportive of the \$200 fee.

Darren Gaines does not believe that it would be appropriate to have the fee within the By Laws.

Motion to approve proposal – Barbara Dunn, Seconded – Mohammed Abdul Bari, Motion passed.

*3.2.1. Life Member - A modification to the member's basic membership class upon achieving the age of seventy-five (75) years, following at least ten (10) years continuous membership prior to eligibility.*

3.4 Voting Rights – would allow corporate members to vote.

Barbara Dunn believed that this had been previously discussed.

Chad Balentine provided his perspective as a member and representative of a corporate member.

Barbara Dunn asked about affiliate members and not being able to vote. Ron Schleede said that affiliates were not accident investigators. Robert Carter said that the committee has suggested combining affiliate with associate. After discussion Robert Carter suggested a group to look at this before moving forward with a by-law change for affiliates member.

Motion to approve proposal – Chad Balentine, Seconded – Bob MacIntosh, Motion passed.

*3.4 Voting Rights*

*All members in good standing, except Affiliate Members, Student Members, Honorary Members, and Life Members whose class is Affiliate or Honorary shall be entitled to vote.*

19. Off agenda items

Next Council Meeting – Consensus was to not hold the ICM during the seminar.

Next Council Meeting tentatively scheduled for August 26<sup>th</sup>

Frank Del Gandio thanked everyone for their attendance.

20. Review of open Action Items

Frank Del Gandio adjourned the meeting at 10:42 am.

Respectfully Submitted,  
Chad Balentine  
ISASI International Secretary