Agenda - Voluntary Information-Sharing System Working Group
Hilton Arlington, 950 North Stafford Street, Arlington, VA 22203
Day 1 (Wednesday): April 4, 2018, 8:00 a.m. to 5:00 p.m. (ET)
Subcommittee Meetings Only
Closed Meetings

Joint Session - All Subcommittees – (8:00 am – 9:45 am) (Gallery Ballroom)

Welcome and Safety Brief: (8:00 a.m. – 8:05 a.m.) DFO and Chair

Subcommittee Roll Call/Call to Order: (8:05 a.m. – 8:15 a.m.) Chair

Joint Session Discussions: (8:15 a.m. – 9:45 a.m.)

- ASIAS Presentation – 8:15 a.m. — Warren Randolph, FAA
- Joint Subcommittee Integration Discussions - 9:15 a.m. — Subcommittees

Subcommittees – Sessions

Subcommittee Meetings Part I (10:00 a.m. – 12:00 p.m.) ADFOs/Subcommittee Chairs

- Process Sharing
- Regulatory, Funding, Legal

Lunch (12:00 p.m. - 1:00 p.m.) – on your own

Subcommittee Meetings Part II (1:00 p.m. – 3:00 p.m.) ADFOs/Subcommittee Chairs

- Best Practices
- Reporting

Subcommittee Meetings Part III (3:15 p.m. – 5:00 p.m.) ADFOs/Subcommittee Chairs

- Technology/R&D
- Training and Qualifications (4:00 p.m. – 5:00 pm)

Wrap Up and Adjourn ADFOs/Subcommittee Chairs

***Note**: Email DFO and Committee Chair (Subcommittee Report Out Presentations) by 5:30 pm, Day 1.*

VIS WG Meeting Rooms & Conference Call Numbers
(Day 1) Subcommittee Meetings (April 4, 2018): ***(Closed meetings)***

Joint Session - All Subcommittees – (8:00 a.m. – 9:45 a.m.)

Subcommittee	Meeting Room	Conference Call No.
Joint Session- All Subcommittees together	Gallery Ballroom	Conference No: 877-336-1839 Participant Access: 9915039 Skype Presentation Link: https://meet.dot.gov/christie.murray/PYZCDNFD

Subcommittee Meetings Part I (10:00 a.m. – 12:00 p.m.)

Subcommittee	Meeting Room	Conference Call No.
Process Sharing	Gallery Ballroom	Conference No: 888-675-2535 Participant Access: 3614708
Regulatory, Funding, Legal	DaVinci/Matisse	Conference No: 877-336-1831 Participant Access: 5252596

Subcommittee Meetings Part II (1:00 p.m. – 3:00 p.m.)

Subcommittee	Meeting Room	Conference Call No.
Best Practices	DaVinci/Matisse	Conference No: 877-336-1831 Participant Access: 5252596
Reporting	Picasso	Conference No: 877-336-1831 Participant Access: 2288997

Subcommittee Meetings Part III (3:15 p.m. – 5:00 p.m.)

Subcommittee	Meeting Room	Conference Call No.
Technology/R&D	DaVinci/Matisse	Conference No: 877-336-1831 Participant Access: 5252596
Training and Qualifications	Picasso	Conference No: 877-336-1831 Participant Access: 2288997

Agenda - Voluntary Information-Sharing System Working Group
Hilton Arlington (Gallery Ballroom), 950 North Stafford Street, Arlington, VA 22203
Day 2 (Thursday): April 5, 2018, 8:30 a.m. to 5:00 p.m. (ET)
Open Public Meeting

Welcome & Safety Brief: (8:30 a.m. – 8:35 a.m.)	DFO, Dr. Christie Murray
Committee & Staff Introductions: (8:35 a.m. – 8:45 a.m.)	Committee Chair, Commissioner Diane Burman
Call to Order/Open Statement: (8:45 a.m. – 8:50 a.m.)	Committee Chair
Opening Remarks: (8:50 a.m. – 9:00 a.m.)	PHMSA – Leadership

Committee Business

Agenda Item 1: (9:00 a.m. –9:20 a.m.)

SMS/Aviation Introduction	John DeLeeuw
Discussion and Q&A:	Committee

Agenda Item 2: (9:20 a.m. –12:15 p.m.)

Subcommittee Report Outs	Subcommittee Chairs/ADFOs
Discussion and Q&A: *(possible Voting)*	Committee

Break (10:30 a.m. - 10:40 a.m.)

Lunch (12:15 p.m. 1:15 p.m.) – on your own

Agenda Item 3 (Presentation): (1:15 p.m. –2:15 p.m.)

Common Ground Alliance Voluntary Reporting (DIRT)	Erika Lee, VP, Programs & Administration
Discussion and Q&A:	Committee

Agenda Item 4 (Discussion): (2:15 p.m. –3:15 p.m.)

Governance and IT Architecture Scope	Committee Discussion
Discussion and Q&A: *(possible Voting)*	Committee

Break (3:15 p.m. – 3:30 p.m.)

Agenda Item 5: (3:30 p.m. – 4:30 p.m.)

Committee Preparatory Discussion	Chair/Committee
Action Item Recap and Closing Remarks	DFO/Committee Chair

Adjourn

Conference No: 877-336-1839; Participant Access: 9915039

Skype Presentation Link: https://meet.dot.gov/christie.murray/PYZCDNFD