

**MARYLAND AVIATION COMMISSION  
NOVEMBER 13, 2019  
LINOWES CONFERENCE ROOM, THIRD FLOOR  
BALTIMORE/WASHINGTON INTERNATIONAL THURGOOD MARSHALL  
AIRPORT**

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**OPEN SESSION**

**MARYLAND AVIATION COMMISSION MEMBERS**

Sean Powell, Acting Chairman  
Vishal Amin  
T. Chineta K. Davis  
William Drew Hawkins  
Raymond C. Nichols  
Philip A. Parenti  
Calvin D. Peacock  
David L. Winstead

**MARYLAND DEPARTMENT OF TRANSPORTATION  
MARYLAND AVIATION ADMINISTRATION**

Ricky D. Smith, Sr.  
Edward Carey  
Jeanette Cook  
Jonathan Dean  
Annette Fisher  
Louisa Goldstein  
Jordan Kayloe  
William Lindsey  
Wayne Pennell  
Al Pollard  
Robert Sager  
Paul Shank  
Ashish Solanki  
James Walsh

**MARYLAND DEPARTMENT OF COMMERCE**

Signe Pringle

**MARYLAND DEPARTMENT OF TRANSPORTATION  
THE SECRETARY'S OFFICE**

Stephanie Ford

Acting Chairman Powell called the meeting to order at 1:01 p.m.

**APPROVAL OF MINUTES – Acting Chairman Powell**

Upon request for a motion to approve the minutes of the September 25 Commission meetings, it was so moved by Commissioner Winstead, seconded by Commissioner Hawkins, and approved unanimously.

**EXECUTIVE DIRECTOR'S REPORT – Ricky Smith**

Air Service and Traffic Statistics Overall passenger traffic at the midpoint of the fiscal year is beginning to show an uptick, following the grounding of the 737 MAX 8 aircraft earlier this year.

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Agenda Overview The Thanksgiving holiday is upon us as is the busiest travel season. Wayne Pennell will brief the Commission on BWI Marshall's traffic management plan. Annette Fisher will discuss the new fall marketing campaign which recently launched in the Washington D.C. suburban area. A request for the Commission's approval of a final action under COMAR will be presented; however, the request for approval of Major Capital Projects will be deferred.

Louisa Goldstein, Counsel for MDOT MAA, is retiring after more than 30 years of service. Ms. Goldstein's contributions to the Airport over her tenure are immeasurable.

**PLANNING & ENGINEERING – Paul Shank**

Key Projects Update Reconstruction of Taxiway B is now substantially complete with only minor closeout items remaining. Taxilane rehabilitation work at the Midfield Cargo Complex is underway with winter shutdown November 22 through March 14, 2020. Work will resume after the shutdown and is expected to be complete in Summer 2020. next week. The five-gate extension to Concourse A is under construction with completion expected in July 2020.

**BWI OPERATIONS & MAINTENANCE – Wayne Pennell**

Holiday Traffic Management The Holiday Traffic Control Plan will be in effect November 15 to January 6. During this time, all commercial traffic will be moved from the Lower Level to the Upper Level, except MDOT MAA buses, rental car buses and SuperShuttle. In addition, Hourly Garage parking will be offered for free if customers are in and out within one hour. Social media and a media press release are emphasizing these traffic movement changes.

Snow Preparation Mr. Pennell discussed the various procedures, equipment, and partnerships the Airport utilizes, both airside and landside, for effective handling of winter operations.

**MTN OPERATIONS & MAINTENANCE – Al Pollard**

Airport Security Enhancements Several security enhancement changes have recently been effected. Access control has been increased with the addition of security staff at the entrance gate, issuance of MTN hangtags for tenants and employees, and implementation of security measures in the Administration and Operations offices. Upgrades to the CCTV systems are underway and upgrades to the fiber optic infrastructure are under study.

**MARKETING & AIR SERVICE DEVELOPMENT – Annette Fisher**

Marketing Update BWI Marshall recently launched the Fall 2019 "We'll Take You There" campaign. This campaign targets the Washington D.C. suburban area through the use of digital platforms, such as streaming service ads, boards at Union Station and screens at Capital One Arena, billboards, bus shelters, office building banners and screens and is also displayed internally on BWI Marshall shuttle buses, display monitors, and charging stations.

The BWI Marshall Airport 2019 "We'll Take You There" marketing campaign won the highest honor Platinum International MarCom Award. MarCom Awards is an international creative competition that recognizes outstanding achievement by marketing and communication professionals.

Traffic Statistics Update Overall passenger traffic increased for Q3 2019, compared to the same quarter 2018, with Spirit recording a 17.6% passenger increase over the past 12 months.

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International traffic has decreased 19.2% for Q3, compared to the same quarter 2018, with the decrease attributed primarily to the discontinued service from WOW Air and Icelandair in early 2019. Cargo traffic continues to grow and increased over 11% in Q3 2019.

Air Service Update

Overall seat capacity at BWI Marshall is increased by 6% in Q1 2020. Southwest Airlines continues to hold a majority of that seat capacity, with more than two-thirds of total capacity projected for Q1 2020. Among the area airports, BWI Marshall will lead in overall seat capacity.

Spirit Airlines remains the fastest growing airline at BWI Marshall and, in October, launched new service to Nashville. Their seasonal service to Fort Myers resumes tomorrow. Southwest has launched service to Greenville-Spartanburg as of last week. Saturday-only service to Turks & Caicos launches in March and, in April, they will increase frequency to 23 key markets. Sun Country Airlines announced they will begin service at BWI Marshall with seasonal Minneapolis-St. Paul service to begin in May 2020.

**COMAR FINAL ACTION** – Ricky Smith

COMAR 11.03.01.13 Upon request for a motion to approve MDOT MAA proceeding with the Final Action step in the promulgation process of this new regulation, which establishes public hours of operation at BWI Marshall as 4 a.m. – 11 p.m., it was so moved by Commissioner Hawkins, seconded by Commissioner Nichols, and approved unanimously.

The proposed regulation was approved by the Maryland Aviation Commission on January 30, 2019. The opportunity for public comment was published in the Maryland Register issued on September 13, 2019. As of the close of business on October 15, 2019, no comments were received.

There being no further business, a motion to adjourn was made by Commissioner Winstead, seconded by Commissioner Nichols, and approved unanimously. The meeting adjourned at 2:18 p.m.