

**MARYLAND AVIATION COMMISSION  
WEDNESDAY, MARCH 17, 2021**

**Virtual Meeting via Microsoft Teams  
OR**

**Call In: (443) 409-5228 | Conference ID: 212 834 332#**

**OPEN SESSION**

**MARYLAND AVIATION COMMISSION MEMBERS**

Gregory Slater, Chairman\*  
Vishal Amin  
T. Chineta K. Davis  
William Drew Hawkins  
Raymond C. Nichols  
Calvin D. Peacock  
Ivory E. Tucker  
David L. Winstead

\* MDOT Deputy Secretary Sean Powell, as designee for  
Chairman Slater

**MARYLAND DEPARTMENT OF TRANSPORTATION  
MARYLAND AVIATION ADMINISTRATION (MDOT MAA)**

Ricky D. Smith, Sr.  
Jonathan Dean  
Annette Fisher  
Staci Gorden  
Neal Heaton  
Jordan Kayloe  
William Lindsey  
Shanae Murray  
Wayne Pennell  
Al Pollard  
Hazel Robinson  
Robert Sager  
Paul Shank  
Ashish Solanki  
James Walsh

**OTHER EMPLOYEES OF THE STATE OF MARYLAND**

Signe Pringle, Maryland Department of Commerce

**MEMBERS OF THE PUBLIC**

Jane Toskes, AmAv Inc.  
Colter Menke, Maryland Department of Commerce

Deputy Secretary Sean Powell called the meeting to order at 1:01 p.m.

**WELCOME AND APPROVAL OF MINUTES** – Deputy Secretary Sean Powell

**MARYLAND AVIATION COMMISSION  
WEDNESDAY, MARCH 17, 2021**

**Virtual Meeting via Microsoft Teams  
OR**

**Call In: (443) 409-5228 | Conference ID: 212 834 332#**

Deputy Secretary Powell welcomed commissioners to the meeting. He thanked MAA employees for their hard work and dedication, especially during the pandemic and the recent weather events. He congratulated MAA for winning the Airport Service Quality (ASQ) Award.

Upon request for a motion to approve the minutes of the January 13 Commission meeting, it was so moved by Commissioner Hawkins, seconded by Commissioner Winstead, and approved unanimously.

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

Overview of COVID-19 Impact on BWI Marshall:

- Acknowledgement of the one year anniversary of the start of the pandemic
- A number of restrictions continue at BWI Marshall and Martin State Airports in regards to operations and with the workforce (i.e. requiring face coverings, social distancing, teleworking when possible).
- The focus is on MDOT MAA's Recovery Plan, which includes strategies to protect employees, passengers and customers.
- Due to the pandemic, there has been a prolonged decline in air traffic. For calendar year 2020, BWI Marshall served 11.2 million passengers— a 58.5 percent drop from 2019.
- Despite the decline, BWI Marshall remains the busiest airport in the region – ahead of DCA and IAD. BWI has 40% of the market share of the three regional airports.
- The airport is preparing for robust return of customer travel. Passenger traffic is steadily increasing. Last Friday (March 12, 2021) was the busiest day for the airport over the past year.
- Air cargo remains strong. The growth of the Amazon Air operation at our Midfield Cargo Complex in recent years has led to strong increases in cargo shipments.
- There has been an ongoing effort to save jobs, protect small businesses and ensure a level of service for airport customers. Throughout the past year, MAA has provided important financial relief to a number of our airport partners.
- Currently, 57% of airport shops and restaurants are open
- As vaccines continue to roll out to communities across the state and the region, conditions will continue to improve

Legislative Update:

Four bills impacting MAA are currently in various stages in the state legislature:

**HB 685 & SB 107 - Secure Maryland Wage Act**  
(Passed Senate/Awaiting Committee hearing in House)

The bill mandates a higher hourly wage for certain workers at BWI Marshall in order to improve the safety and security of the Airport.

**HB 1304 & SB 705 - Rental Vehicles and Peer to Peer Car Sharing**  
(Passed Senate/Awaiting Committee hearing House)

The bill attempts to bring parity in the fees and charges required by MAA between the rental car industry and Peer to Peer car sharing platforms.

**MARYLAND AVIATION COMMISSION  
WEDNESDAY, MARCH 17, 2021**

**Virtual Meeting via Microsoft Teams  
OR**

**Call In: (443) 409-5228 | Conference ID: 212 834 332#**

**HB 1012** - BWI Thurgood Marshall Workers Right to Reinstatement Act  
(Awaiting Committee hearing in House)

The bill requires BWI Marshall concessions to collect personal information from laid-off employees so that these individuals are the first to be notified when employment opportunities arise.

**SB 772** - Small Business COVID-19 Relief Act of 2021 (BWI Marshall Amendment)  
(Awaiting Committee hearing in Senate)

The Amendment to this bill requires MAA to extend subleases of BWI Marshall concessions by 5 years.

ASQ Award:

Airports Council International, a major airport industry organization, named BWI Marshall as the Best North American Airport in our size category (25-40 million passenger category) in the 2020 Airport Service Quality program. The ASQ program recognizes global airports for delivery of the best customer service, as measured by passengers.

Mr. Smith congratulated and thanked MAA employees and Commissioners for the service and dedication that contributed to the prestigious award recognition.

**BUSINESS DEVELOPMENT & MANAGEMENT** – James Walsh

Fiscal Year Results - Since March 2020, revenue from enplaned passengers has declined drastically due to the COVID-19 pandemic and travel cancellations. However, operating revenues are not down as much as passenger traffic. Typically, we'd have an operating surplus mid-year, but this year we broke even. The expectation is that we will be able to contribute to the Transportation Trust Fund this year. Revenue from landed weight has held steady, with Prime Air continuing its robust air cargo service.

In the second quarter of FY 2021, operating revenues at BWI airport totaled \$74,361 and non-operating revenues totaled \$18,034. Appropriation expenditures at BWI totaled \$212,972 and operating expenditures totaled \$75,439. Thus far, the airport has spent about 35% of the annual appropriations.

Like BWI Marshall, Martin State has continued to operate in a fiscally responsible manner. In the second quarter of FY 2021, operating revenues at Martin State airport totaled \$4,272. Appropriation expenditures at Martin State totaled \$7,390 and operating expenditures totaled \$3,462.

New Bond Issuance

MAA was the first MDOT Business Unit to issue bonds under new Maryland Code Transportation Title 3.

What is a bond? Bonds are a debt instrument (or financing tool) to assist entities in funding capital projects.

Until recently in 2014, legislation was passed providing MDOT the authority to issue Special Transportation Project Revenue Bonds on behalf of MAA. Bonds are backed by the revenue produced by the project. A bond term is no more than 30 years.

**MARYLAND AVIATION COMMISSION  
WEDNESDAY, MARCH 17, 2021**

**Virtual Meeting via Microsoft Teams  
OR**

**Call In: (443) 409-5228 | Conference ID: 212 834 332#**

In January, MDOT and MAA staff participated in a virtual roadshow event where a sales pitch was made by the underwriting firm and MDOT management to potential investors prior to the bond sale. Underwriters introduced MDOT to institutional investors (i.e. analysts, fund managers, hedge funds, etc.) and potential investors learn about MDOT, its history, and its key personnel.

The rating agencies (Moody's and Fitch) have assigned high ratings to these bonds.

The bonds were sold to investors on February 10, 2021. As a result, a new credit has been established. The revenue bond issuance provided \$220 million in refinancing for MEDCO and Parking. This positions MAA well to issue \$425 million in new funding for the A/B Connector and baggage handling system project.

**PLANNING & ENGINEERING – Paul Shank**

Key Projects Update – Phase 2 of Concourse A Improvements (Five gate extension) are now complete. The project includes: five new gates for B737-800 aircraft, new restrooms, loading bridges, concessions, electrical, mechanical, and storage. Exterior and interior photographs of the work were presented in the accompanying PowerPoint presentation.

Phase 1A of Taxiway T reconstruction is underway. The project includes: new asphalt pavement and new concrete behind gates B2, B4, A1-A5, A7 & A9. Work also includes removal and installation of airfield lighting.

Projects to begin in 2021:

- **Airline Maintenance Facility and Taxiway F (Phase 1/ Segment 1) – Anticipated Schedule is 2021-2024.**  
Work includes: site development for airline maintenance facility; utilities will be brought into the site for connection to the facility; construction of perimeter roads will be realigned to allow for both landside and airside access to the facility and connectivity to the existing perimeter road near Taxiway 'W'. In addition, a portion of Taxiway 'F' will be relocated.
- **BWI Terminal Restroom Enhancement Program.**  
Work includes the renovation of six sets restrooms; two sets each in Concourses B, C, and D.
- **Airfield Lighting Vault Relocation – Anticipated Schedule is 2021- 2023.**  
Work includes building a new replacement ALV with dedicated rooms for each R/W system with fire separation for improved reliability and redundancy.
- **Remote Transmitter / Receiver (RTR) Relocation**  
Work includes building a new replacement ALV with dedicated rooms for each R/W system with fire separation for improved reliability and redundancy.
- **Terminal A/B Connector and Baggage Handling System - Anticipated Schedule is 2021-2024.**  
Work includes: three-level expansion to Terminal A/B, underground utility relocations and concrete apron reconstruction

**MARYLAND AVIATION COMMISSION  
WEDNESDAY, MARCH 17, 2021**

**Virtual Meeting via Microsoft Teams  
OR  
Call In: (443) 409-5228 | Conference ID: 212 834 332#**

Planning & Engineering Awards:

**MdQI Project of the Year - Over \$5 Million**

Project: BWI Concourse A Improvements – Phase II  
Firms: Airport Design Consultants - Ellicott City, MD  
WSP - Baltimore, MD  
Parsons Transportation - Glen Burnie, MD  
Hensel Phelps - Tysons Corner, VA

**MBE/WBE Award – Construction**

Project: BWI Concourse A Improvements – Phase II  
Firm: Elite Wall Systems - Silver Spring, MD

**MBE/WBE Award – Engineering**

Project: BWI Concourse A Improvements – Phase II  
Firm: Airport Design Consultants - Ellicott City, MD

**Subcontractor Award – Engineering**

Project: BWI Concourse A Improvements – Phase II  
Firm: The Sheward Partnership - Baltimore, MD

**Modal Awards – Projects Under \$5 Million**

Project: Mathison Way Pavement Rehabilitation  
Firms: AECOM - Baltimore, MD  
Michael Baker International - Linthicum, MD  
Hill International - Washington DC  
Allan Myers of MD - Fallston, MD

Approval of COMAR Amendments for Airport Noise Zone at BWI Marshall

**Baltimore/Washington International Thurgood Marshall Airport:** MDOT MAA recommended that the Maryland Aviation Commission approve the proposed amendment to Regulation .01 and .12 under COMAR 11.03.01 and COMAR 11.03.01.01-1 Incorporation by Reference

MDOT MAA proposes to update the Code of Maryland Regulations (COMAR) to reflect an updated Airport Noise Zone (ANZ) and Noise Abatement Plan (NAP) for Baltimore/Washington International Thurgood Marshall Airport (BWI Marshall). The MDOT MAA develops and certifies the BWI Marshall ANZ pursuant to the Maryland Environmental Noise Act of 1974 (See Transportation Article, §§5-805, 5-806, and 5-819, Annotated Code of Maryland). The current certified ANZ for BWI Marshall, certified in 2014, is referenced in COMAR Section 11.03.02.10 and incorporated by reference in COMAR Section 11.03.01.01-1(B)(5)

In accordance with Transportation Article §5-201 (b)(2), Annotated Code of Maryland, the Maryland Aviation Commission is charged with the approval of regulations prior to their adoption by the MDOT MAA Executive Director.

**MARYLAND AVIATION COMMISSION  
WEDNESDAY, MARCH 17, 2021**

**Virtual Meeting via Microsoft Teams  
OR  
Call In: (443) 409-5228 | Conference ID: 212 834 332#**

MDOT MAA presented the Draft 2020 ANZs for BWI Marshall and Martin State Airports to this Commission on November 18, 2020. The Commission approved MDOT MAA moving forward. Draft Documents and notice of Public Workshop and Public Hearing published on January 15. Comment period – January 15 – February 16.

Due to Covid-19, workshops and hearings were held virtually. 67 people attended the BWI Marshall ANZ workshop and hearing; and two comments were received after the hearing. Public comments received do not require changes to the ANZ/NAP document. Comments noted that “MDOT MAA produced an updated ANZ that appears to be in accordance with Maryland law and regulation”.

Comments noted differences between FAA Part 150 and State ANZ noise modeling. MAA will study the consolidation of federal and state noise studies into one coordinated document that is federally eligible for funding. Public Comments received were included in the Final ANZ/NAP document.

Upon request for a motion to approve the proposed amendment, it was so moved by Commissioner Amin, seconded by Commissioner Hawkins, and approved unanimously.

Approval of COMAR Amendments for Airport Noise Zone at Martin State

**Martin State Airport:** MDOT MAA recommended that the Maryland Aviation Commission approve the revised and proposed updated ANZ and NAP for MTN as to be provided for in amendments to COMAR 11.03.02.10 Certified Airport Noise Zone and COMAR 11.03.01.01-1 Incorporation by Reference.

MDOT MAA proposed to establish an updated Airport Noise Zone (ANZ) and Noise Abatement Plan (NAP) for Martin State Airport (MTN) as required by Maryland Law. See Annotated Code of Maryland, Transportation §§ 5-805, 5-806, and 5-819 and COMAR Section 11.03.02.10 – Certified Martin State Airport (MTN) Noise Zone. The current certified ANZ and NAP for MTN are incorporated into COMAR by sections 11.03.01.01-1 (B) (6) and 11.03.02.10.

In accordance with Transportation Article §5-201 (b)(2), Annotated Code of Maryland, the Maryland Aviation Commission is charged with the approval of regulations prior to their adoption by the MDOT MAA Executive Director.

MDOT MAA presented the Draft 2020 ANZs for BWI Marshall and Martin State Airports to this Commission on November 18, 2020; Commission approved MDOT MAA moving forward. Draft Documents and notice of Public Workshop and Public Hearing published on January 15. Comment period – January 15 – February 16.

Due to Covid-19, workshops and hearings were held virtually. 18 people attended the MTN ANZ workshop and hearing, and no comments were received.

Upon request for a motion to approve the proposed amendment, it was so moved by Commissioner Nichols, seconded by Commissioner Davis, and approved unanimously.

**MARYLAND AVIATION COMMISSION  
WEDNESDAY, MARCH 17, 2021**

**Virtual Meeting via Microsoft Teams  
OR**

**Call In: (443) 409-5228 | Conference ID: 212 834 332#**

**BWI OPERATIONS & MAINTENANCE – Wayne Pennell**

Overview of Security Posture

The Office of Airport Security (OAS) is responsible for administering and providing procedural oversight of all public safety and security activities. Security's main coordination responsibilities include:

- Facilitating all TSA operations and administrative requirements
- Oversight of the MDTA Police detachment (approx. 172 personnel –LEO, Dispatch and Canine)
- Intelligence Liaison with JTTF-FBI, FAMS, CBP, ICE, HSI, DEA, Maryland Coordination & Analysis Center and the DoD
- BWI Marshall Airport credentialing and security training, oversight of video and access control systems (approx. 20,000 annual BWI ID's)
- Management and oversight of the contract guard services (approx. 175 – 200 personnel)
- Management of Security Technology Integrator (Duress Alarms, Access Control, and IASS)

Other assigned duties include coordinating all BWI Marshall Airport Homeless and Human Trafficking Initiatives, Active Shooter and Mental Health Awareness Training and operationally managing the Trusted Traveler Program.

**Key Partners**

- MDTA Police
- MDOT Homeland Security
- TSA (Transportation Security Administration)
- FBI (Federal Bureau of Investigations)
- CBP (Customs & Border Protection)
- United State Air Force /Department of Defense
- FAMS (Federal Air Marshall Service)
- U.S. Secret Service
- U.S. State Department
- DOJ/AUSA H. Eisenberg
- FAA (Federal Aviation Administration)

**MTN OPERATIONS & MAINTENANCE – Al Pollard**

At the start of the pandemic began, aircraft operations at Martin State Airport declined but began rebounding last summer. Since that time, operations have remained steady. Corporate travel via charter flights to and from Martin State airport account for most of the activity. July, August and September were strong. The winter months are usually a slow time with fewer overall flights.

Fuel sales are down compared to last year, but only slightly behind.

Two new flight schools executed contracts to start operating out of Martin State Airport– Aviation Training Consulting LLC and ATP Flight School. By the spring, there will be four flight schools in operation.

**MARYLAND AVIATION COMMISSION  
WEDNESDAY, MARCH 17, 2021**

**Virtual Meeting via Microsoft Teams  
OR  
Call In: (443) 409-5228 | Conference ID: 212 834 332#**

**MARKETING & AIR SERVICE DEVELOPMENT** – Annette Fisher and Jordan Kayloe  
Communications and Marketing Update – BWI Marshall received a variety of press coverage recently.  
News stories were about:

- CrowdVision pilot program – social distancing information for BWI Marshall passengers
- Maryland Board of Public Works approving a relief package for BWI Marshall Airport concessions
- BWI Thurgood Marshall Airport earning recognition as Best North American Airport of Its Size – 2020 Airport Service Quality (ASQ) Award

Air Service and Traffic Statistics

Total passenger declines have stabilized since late summer.

December 2020 set a new record for cargo tonnage in a month. Increased service from Amazon has driven the significant growth in air cargo tonnage in 2020.

TSA statistics show recovery at BWI Marshall leads the region. Since May 2020, the airport has recovered more quickly than DCA and IAD.

Total operations have fallen much less than passenger numbers. Cancellations were common early in the pandemic; April and May actuals were down 62% and 61%, respectively. Demand has stabilized; June fell 44%; July 28%; August 29%; September 34%; October 35%; November 35%; December 38%; January prelim 34%. Looking at future capacity, Q1 2021 will end down 35% from Q1 2020. By month, January and February capacity were down 36% and 39% from 2020; March and April are both down 32% from 2019.

New route announcements continue sparingly during the Pandemic.

Southwest Airlines has announced new routes from BWI to:

- Chicago, IL
- Jackson, MS
- Destin, FL
- Sarasota, FL
- Miami

Allegiant Air has announced a new route from BWI to Punta Gorda. Boutique Airlines has announced a new route from BWI to Massena, NY.

**AIRPORT TECHNOLOGY** – Neal Heaton

BWI Marshall now offers the following touchless passenger solutions:

**MARYLAND AVIATION COMMISSION  
WEDNESDAY, MARCH 17, 2021**

**Virtual Meeting via Microsoft Teams  
OR**

**Call In: (443) 409-5228 | Conference ID: 212 834 332#**

**CrowdVision Social Distancing** -monitors passenger distancing and communicates the results using the Flight Information Display (FID) at the security checkpoint locations. The FID system also displays reminders for passengers to wear masks and maintain social distancing.

**Virtual Information Desk** - BWI's Virtual Information Desk allows passengers to have a personal exchange with BWI staff without exposing each other to COVID-19 risks. An All-In-One Monitor is positioned at the Information Desk for passenger viewing. A secure "Teams" Connection is established between BWI Pathfinder and passenger. Passenger and BWI Pathfinder have interactive conversation. BWI's volunteer "Pathfinders" team work remotely on 4-hour shifts from 6am-10pm daily.

**Customer Service Robots** - BWI Airport has six (6) customer service robots. Each robot communicates with customers in five (5) languages: English, Spanish, French, Korean, Chinese. The robots offer a convenient way to answer passengers' frequently asked questions. They provide information on airport security, safety tips, dining options, ground transportation and parking options. They also provide general wayfinding for restrooms and concessions. The robots have been outfitted with touchless hand sanitizing dispensers for passengers to use.

There being no further business, a motion to adjourn was made by Commissioner Nichols, seconded by Commissioner Hawkins, and approved unanimously. The meeting adjourned at 2:50 p.m.