



Aviation Technical Subcommittee Highlights of the July 24, 2025 Meeting

Meeting Participants:

- Kevin Clarke, Maryland Aviation Administration, (MAA)
- Shawn Ames, Maryland Aviation Administration, (MAA)
- Rusty Harrington, Virginia Department of Aviation, (DOAV)
- Victor Henry, Baltimore Metropolitan Council, (BMC)
- Suresh V. Neelapala, Federal Aviation Administration, (FAA)
- Glen Warren, Metropolitan Washington Airports Authority, (MWAA)

TPB Staff:

- Timothy Canan
- Suraj Vujjini
- Ian Newman
- Renee Ritchey
- Olga Perez
- Zhuo Yang
- Charlene Howard
- Kenneth Joh

1. WELCOME, INTRODUCTIONS, AND APPROVAL OF HIGHLIGHTS FROM PREVIOUS MEETING (MAY 22, 2025)

Mr. Kevin Clarke called the meeting to order at 10:34 A.M. The meeting was conducted virtually by Microsoft Teams teleconference. The highlights of the previous meeting, held May 22, 2025, were approved by the Subcommittee, as written.

2. STAFF ANNOUNCEMENTS

Mr. Timothy Canan reported to the Subcommittee that there are no changes in staffing at COG. He also informed the Subcommittee that he is working alongside Mr. Suresh V. Neelapala from the FAA to complete the closeout out process for two CASP grants.

3. 2025 WASHINGTON-BALTIMORE REGIONAL AIR PASSENGER SURVEY

Ms. Olga Perez and Dr. Kenneth Joh presented an update on the activities and requirements for the upcoming 2025 Washington-Baltimore Regional Air Passenger Survey (2025 APS). Ms. Perez focused her presentation on updates, future activities, and requirements needed from the airports. She noted that commitment letters have been received and ICF, the same contractor used for the 2023 APS, will again serve as the contractor for the 2025 APS. She also explained that the badging process for COG/TPB staff is underway and as a next step, the contractor and subcontractor will start their sponsorship and badging process, with the goal of completing all data collection activities by mid-November. Ms. Perez explained that as in prior years, we will need support from COG/TPB partners MWAA and MAA in the following activities:

- Coordination to present at **tenant meetings** at each airport.
- **Flight data** for October and November to identify eligible flights.

- **Gate agent letter and airport bulletin** to use as official documents to validate the survey activities.
- Access to **one secure room at each airport**, that will serve as a staff meeting space and for storing tools, such as tablets, needed during the data collection.

Dr. Joh continued the presentation focusing on the survey instrument. He began by explaining the need to reduce the length of the survey without compromising information relevant to MWAA and MAA. Dr. Joh pointed out that questions about ground access are critical and necessary for conducting the analysis.

He also listed various questions that may be removed from the 2025 APS for MWAA and MAA to discuss whether to keep or remove them, since this information may already be collected by each airport's customer satisfaction survey.

The list of the questions is as follows:

- Rank the three most important reasons for choosing BWI/DCA/IAD Airport for your flight today.
- Please specify any other reasons for choosing BWI/DCA/IAD Airport for your flight today.
- Rank the region's airports in your order of preference.
- Describe your typical mode of travel to the airport:
 - Before the COVID-19 pandemic (i.e., before March 2020)
 - Now and in the future?
 - Why has your mode of travel changed?
- Which TSA security lane did you use?
- Where did you check your baggage?
- Where did you obtain your boarding pass for your flight?
- How much did you spend on airport concessions during your visit?

Dr. Joh concluded the presentation by highlighting the activities that will need support from COG/TPB's partners, MWAA and MAA, to successfully complete the 2025 APS.

Mr. Kevin Clarke and Mr. Shawn Ames from MAA, along with Mr. Glen Warren, agreed with Dr. Joh on the need to revisit those questions, to determine whether gathering that information during the 2025 APS is needed. They confirmed that it is likely those questions should be removed from the survey instrument. No final decision was made during the meeting.

4. **GROUND ACCESS TRAVEL TIME STUDY (GATT)**

Mr. Suraj Vujjini presented an update on the upcoming Ground Access Travel Time Study (GATT) focusing on the methodology and the structure of the report.

Mr. Vujjini explained that the primary purpose of the GATT is to measure highway travel times between regional activity centers and the three major airports in the region, BWI, DCA, and IAD. He also explained that one main change to this year's analysis is that it will include trips from and to the airport, instead of analyzing only trips to the airports. The study will also exclude the Planning Time Index (PTI) since the Travel Time Index (TTI) is a more direct, observable, and intuitive metric to measure traffic conditions. In addition, the report will also include an online

interactive dashboard containing GIS maps, and staff are exploring the option to use big data for transit travel times.

The report will include data from three years, 2019, 2023 and 2025, to allow comparisons between pre-pandemic, post-pandemic and post-return to work conditions. For each year, the study period will be from April 1 through the Friday before Memorial Day, distributed as follows:

- Day of the week:
 - Weekdays: Tuesday, Wednesday, and Thursday
 - Weekends: Friday, Saturday, Sunday, and Monday
- Time Periods:
 - 12 Midnight to 5 A.M. (AM before 5)
 - 5 A.M. to 6 A.M. (AM 5 to 6)
 - 6 A.M. to 9 A.M. (AM Peak)
 - 9 A.M. to 3 P.M. (Midday)
 - 3 P.M. to 7 P.M. (PM Peak)
 - 7 P.M. to 11:59 P.M. (PM after 7)

Mr. Vujjini, presented the following proposal for the structure of the report:

- Executive Summary
- Introduction
- Organization of the Report
- Methodology
 - Highway Network
 - Transit
 - Demographic Changes
- Findings
 - Travel Time Index - Auto
 - Observations from Spring 2019
 - Observations from Spring 2023
 - Observations from Spring 2025
 - Congestion
 - Savings in Travel Time By Using Managed Lanes
- Conclusion

Mr. Vujjini concluded the presentation by opening the floor for comments or questions. No comments or questions were asked by the ATS members.

5. GROUND ACCESS FORECAST UPDATE

Mr. Suraj Vujjini provided the Subcommittee with an update summarizing the comments received from ATS members, and how those comments were incorporated into the Ground Access Forecast Update (GAFU) final memorandum.

He began by stating the importance of the ATS members' feedback to improve accuracy, clarity, and quality of the memorandum, and expressed gratitude for the feedback received. He then presented a summary of the feedback and corresponding revisions. First, grammar and language clarity in the report were improved. Next, he explained that differences in forecasts were due to the memorandum using calendar year data, while FAA publishes data by fiscal year. To address

this, a clarifying note was added to the relevant sections. He also explained that the memorandum and the enplanement numbers used across all COG/TPB reports reflect commercial passengers only, while enplanement data from the airport's website include commercial and non-commercial passengers. Additionally, he clarified that differences between the numbers in the General Findings Report were due to differences in the weighting methodology and calculation processes. Some differences were caused by small sample sizes by geolocation. Mr. Vujjini stated that some Aviation Analysis Zones (AAZ) received zero responses, making it impossible to generate forecasts for those AAZs.

Mr. Vujjini concluded by outlining the next steps, which include distributing the Final 2023 Air Passenger Survey Ground Access Forecast Update Memorandum and publishing it on the COG/TPB website.

No comments or questions were asked by the ATS members.

6. POTENTIAL TOPICS FOR NEW PROJECTS

Mr. Timothy Canan introduced a discussion led by Ms. Olga Perez to explore new projects beyond the program's usual scope of work. This discussion was a continuation from the prior ATS meeting, focusing on exploring what initiatives, particularly those that would benefit both the region and airport partners, could be undertaken if additional funding from Airport Improvement Program (AIP) grants became available. He clarified that these were only brainstorming ideas and had not yet been discussed with the FAA. Mr. Canan highlighted that any project would need to meet FAA eligibility requirements, and that he would keep colleagues informed as these ideas became more concrete.

Ms. Olga Perez continued the discussion on new projects for the CASP Program, presenting three specific proposals: 1) an economic impact study of the region's three major airports; 2) a regional directory of aviation facilities; and 3) an initial study of urban air mobility.

She explained that while an additional project on new technologies for airport operations was proposed by a committee member, it was not feasible due to the highly technical skills required and the program's focus on regional transportation. Ms. Perez confirmed that the three proposed projects are eligible for AIP funding, as they fall under the category of planning studies that improve airport safety, capacity, security, and the environment. She also stated that the team plans to discuss the projects in more detail with the FAA and the TPB.

For the economic impact study, the goal is to highlight airports as economic drivers, incorporating resilience planning, and delivering a unified message about their value. The regional directory aims to create a centralized, comprehensive resource for all aviation facilities in the region, including smaller airports and heliports, to support better coordination and future planning. Lastly, the urban air mobility study would prepare the region for new technologies like eVTOLs by identifying opportunities, challenges, and necessary infrastructure.

Ms. Perez concluded by reiterating the importance of feedback from the members to refine the projects and ensure they align with regional priorities, emphasizing that their input is vital before any final decisions are made.

Mr. Rusty Harrington from the Virginia Department of Aviation (DOAV) and Mr. Kevin Clarke from MAA provided feedback on the proposed projects. Mr. Harrington noted that Virginia is currently conducting a statewide economic impact study that includes the region's two major airports, with results expected in early 2026. He also shared that a previous 2006 helicopter study, conducted in partnership with COG, was invaluable in shaping the department's policies for advanced air mobility (AAM), a field with many similarities to urban air mobility (UAM). He added that the Commonwealth plans to initiate its own AAM study under its CASP program, demonstrating the timeliness of the project.

Mr. Clarke agreed that the UAM study has the most potential, noting that each state has a different approach to AAM, with Maryland being market-driven. However, he expressed skepticism about the regional directory's value, as he felt the information is already publicly available. Regarding the economic impact study, he raised concerns about the potential for conflicting numbers, which could be politically sensitive and problematic for individual airports. Mr. Shawn Ames added that BWI already performs its own comprehensive economic impact analyses, which could make a separate regional study redundant and lead to unnecessary expenditure.

Mr. Timothy Canan concluded the discussion by acknowledging the concerns about potential conflicts and ensuring that any project undertaken would stay within the CASP Program's scope. He emphasized that the goal would be to add value by compiling and synthesizing existing information through a regional lens, rather than creating new, potentially conflicting data.

7. ROUNDTABLE DISCUSSION

Mr. Rusty Harrington provided a series of updates, beginning with an announcement about the VAOC annual conference in Roanoke from August 13th to 15th. He then shared a status update on the Virginia Department of Aviation (DOAV) CASP program, stating that a statewide NAVAID modernization study will be published later in the summer. He also mentioned that the ongoing statewide economic impact study is progressing and is expected to be finalized in the first quarter of 2026. The next CASP grant will focus on a statewide pavement management study to assess the condition of airport pavements.

Mr. Harrington also announced a staffing change: Mr. Bill Lamank, a planner, had departed for a new opportunity. As a result, the department will be looking to hire a new planner in the coming months and asked for recommendations. He concluded his remarks by thanking Mr. Glen Warren and Mr. Michael Cooper for their assistance with the economic impact study.

Mr. Timothy Canan added that the team would be reaching out to the members for logistical support in preparation for an upcoming survey, which is a major focus for the group.

8. OTHER BUSINESS

No other business was discussed.

9. ADJOURN

The meeting was adjourned. The next Subcommittee meeting is scheduled for September 25, 2025. It will be held virtually.