RESPONSIBILITIES OF COMMERCIAL MANAGEMENT STEERING GROUP (SG) MEMBERS

ACI-NA is the "Voice of Airports" representing local, regional, state and national governing bodies that own and operate commercial airports in the United States and Canada. The principal functions of ACI-NA are: promote cooperation with all elements of the North American civil aviation industry including governments, industry and related associations; provide the pre-eminent North American airport forum for the exchange of ideas and information; provide leadership for the development and improvement of safe, efficient and economic airport facilities and services, and the enhancement of airport capacity; and present Member's views and recommendations to governments, industry and general public.

Committee Coordination with ACI-NA Board -- ACI-NA's agenda/work plan is enunciated annually in its business plan which is formulated by the ACI-NA Board, committees and staff. Committee work plans are formulated by the committees, working groups and taskforces and we coordinated with the Board through the committee chair, the committee Board Liaison and the ACI-NA staff.

ACI-NA Board Liaison -- The Board Liaison coordinates between the ACI-NA Board and the Finance Committee to assure the committee's workplan and initiatives are in sync with the priorities of the Board. Also, since policy formulation and development can either come from the top-down (Board to committee) or bottom-up (committee to Board), the Board Liaison is the communications link to assure the best result.

Chair -- The committee chair establishes and implements the annual committee work plan, and coordinates with the Board, the steering group, committee membership, and ACI-NA staff on work plan, policy issues and priorities. The committee chair is also responsible for assuring working group work plans are in sync with committee goals and objectives and priorities.

Vice-Chair -- The vice chair directly supports the chair in carrying out the committee's work plan. Typically, the committee vice chair becomes the next year's chair.

Second Vice-Chair -- The second vice chair directly supports the chair in carrying out the committee's work plan. Typically, the committee second vice chair becomes the next year's vice chair.

Immediate Past Vice Chair -- Directly supports the chair and provides leadership continuity. In essence, principal committee steerage and leadership continuity is provided by the chair, vice chair, second vice chair and immediate past chair.

Airport and Associate Representatives -- Given the breadth of the airport economics discipline, the majority of the committee's work and discussion occurs in the working groups.

Associate Member Representative -- The Associate Representatives provide private sector perspective and experience to policy issue discussions and in the formulation and implementation of the working group and overall committee work plan.
ACI-NA Committee Secretary and Staff -- The ACI-NA committee secretary supports the committee chair and the SG. The secretary coordinates with the committee chair, Board Liaison, and other ACI-NA staff to assure the goals and objectives of the committee are in sync with the goals and objectives of the Board. The secretary also acts as a communication point on ACI-NA multi-committee and/or ACI multi-region joint work plans and/or products. The secretary is responsible for minutes for the full Finance Committee meetings. As requested, the secretary adds historical perspective regarding the committee's past achievements, issues, meetings, structural changes, etc. The ACI-NA Economic Department staff supports the committee secretary in these tasks.