

**ACI-NA U.S. INTERNATIONAL AIR SERVICE PROGRAM (Program)
Steering Group Participation Plan
2011**

Size of Steering Group

No limit on the number of participating U.S. airports; however the number should be a reasonable subset of the full Program.

Leadership

The leadership of the Steering Group consists of a Chair and Vice Chair. The term limit is one year for each position. At the end of Chair's term, the Vice Chair will become Chair. The Vice Chair is proposed by Program Secretary in consultation with the incoming and outgoing Chair. Vice Chairs are subject to approval by the First Vice Chair of the Board of Directors in accordance with ACI-NA bylaws. In addition, the Board of Directors will also appoint a Board liaison to participate in the leadership group.

Term Limit on Other Steering Group Members

There is no term limit for Steering Group members given that there is no limit on the number of participating U.S. airports, provided that the number is a reasonable subset of the full Program.

Participation on the Steering Group

Any individual from a U.S. airport participating in the ACI-NA U.S. International Air Service Program is eligible to serve on the Steering Group. However, participation on the Steering Group is limited to one representative per airport.

Membership in the ACI-NA U.S. International Air Service Program is open to any U.S. airport member of ACI-NA, which pays the separate dues assessment. Participation in the Program is limited to U.S. airports, given the Program's role in U.S. Government international aviation negotiations. There are no Associate or Canadian airport members.

The Program Secretary will send an e-mail to Program members seeking participation on the Steering Group toward the end of each calendar year for the following year. The Secretary will also contact individuals who are active on international aviation issues to encourage their participation and will enlist the assistance of the Steering Group leadership as appropriate.

If the Chair is no longer employed by a participating airport, the Vice Chair automatically becomes Vice Chair. If the Vice Chair's position becomes vacant, the position will be filled from among remaining Steering Group members in consultation with the Program Secretary.

Meetings

The Steering Group meets in conjunction with the full ACI-NA U.S. International Air Service Program and thus normally does not hold separate meetings. There are monthly conference calls including other Program members.

In 2011, the U.S. International Air Service Program is expected to meet:

- October 2011, San Diego (in conjunction with the ACI-NA Annual Conference and Exhibition)
- December 2, 2011, Washington DC (in conjunction with ACI-NA International Aviation Issues Seminar on December 1)