

CVG Airport Authority
CVG Security Action Meeting (SAMS) Minutes
March 20th, 2024

Facilitator: Hans Stokke
Scribe: Amanda Collins

Call to Order and Introductory Remarks

The regular [in person] meeting of the Passenger Safety Subcommittee was called to order on March 20, 2024, at 9:33 a.m. by Hans Stokke, CVGAA. Hans Stokke, CVGAA, reviewed all open items from the action item list, via prepared PowerPoint. Meleia also provided group reminders, including the scope and purpose of this meeting, described within the 'Passenger Safety Committee Charter.'

New Business [As stated below]

Safety & Customer Service

CVGAA – Chris Hetzman

- The ID Management system will be up and operational this fall. We were hoping to have kiosks placed in other areas to use but due to regulations, we are unable to move forward with that at this time. The kiosks will be set up in the ID Office waiting area which will allow them to work with (3) employees at one time instead of just one at a time.
- The Exit Lane project is close to completion. Please advise your team that when bringing larger items in, they are still to be screened by the security guard at the podium and entering through the double doors in that area. This area will eventually not be staffed but ACTS will be available to screen, they will just need to be called in advance, so a guard is onsite for the inspection/access to the sterile area.
- Reminder that all items left on the aircraft are the airlines responsibility, but any items left in and around your areas still need to be brought to our Lost & Found in a timely manner.

CVGAA – Hans Stokke noted the following safety updates:

- T-Drive staffing is being addressed with Prospect regarding morning, (4:15 a.m.) and evening shifts (9:30 p.m.). The start time for bags in the shoot is @ 4:15 a.m., nothing any earlier or it will back up the shoot causing bags to get stuck. Any airline stakeholder that would like to reenforce this as well would be extremely helpful.

TSA – Jim Arzen:

- Still on site working with Southwest on inspections.

TSA - TSA Law Enforcement

- We have seen a rash of stolen firearms from checked baggage in January and February, resulting in 8 incidents and 9 firearms stolen, none at CVG but nationally. If there is a way to indicate the checked bags have firearms inside other than a tag on the outside of the bag, this may assist with keeping these less noticeable.

TSA – TSA Screening

- Lately we are experiencing airline ticket counter agents calling as early as 3:45 to T-Drive to send bags and this area is not staffed before 4:15 a.m. If there is a need to have T-Drive opened earlier for a specific need, there is a process in place for this, just calling down and requesting this access any earlier than 4:15 a.m., will not be permitted.
- Recently there have been issues with metal coffee cups for Known Crew Members (KCM) who are selected for random screening. There is no way to screen the metal cups other than pouring out the liquid inside. Please advise the chief pilot's, etc, reminding them that the KCM may bring their coffee it just needs to be in a plastic/paper cup for this purpose.

CVGAA – Mark Rolfson

- We are coming up on the possibility of severe weather in our area. Please pay attention to the alarms as we will be evacuating into the AGT tunnels.
- If doing maintenance or fueling on the remote ramp, you must have an extinguisher in the area.
- Make certain we are keeping the back hallways and fire exits clear, while inspecting areas, we are still finding items that are blocking fire exit doors, stanchions, signage, carts, etc. If you are looking for items in those areas and we have recently inspected, they may be located elsewhere. Please stress to your team the importance of keeping these areas free from items that may keep the Fire Department from opening the doors in an emergency.

CVGAA – Chris Snyder

- Seasonal high winds can cause items to be moved around on the ramp, so keep equipment, etc tied down or secured. This will assist in keeping items from being blown around and possibly causing property damage.

CVGAA – Steve Listerman

- The Wheelchair Lift Project has gone out to bid in the A11 & A16 areas, so looking to have these installed soon, hope to have installed sometime in by the end of May.
- Laddar's are being fabricated and hope to have information to all stakeholders soon.

CVAAA – Adam Kressler

- We are close to a new solution for the pallets. There will be an Operation Memorandum going out on this by the next SAMS meeting. We have a location in each concourse, details coming soon.

Terminal Operations

CVGAA – Hans Stokke noted the following project updates:

- The Charter form, still working on a new web base distribution list, more transparent, easier to use, reach out for an updated distribution list if needed.
- We are looking at a new queuing flow for traffic at the checkpoint.
*Suggestion mentioned the passenger flow from the escalator causes blockage, as well as traffic in the Conrac, blocks the kiosk areas.
- Online Passenger times have not been taking into the account of the passenger traffic prior to the checkpoint. We have a new system to start tomorrow, March 21st, 2024, that will feed information from the line outside of the checkpoint as well as the time while in the checkpoint to give a more Realtime number.
- Passenger Boarding Bridge Replacement Project shows that B5 & B20 are still under construction, running on schedule. Bridges B3 & B6 will be out the first of April and B8 will be going out for The Fuel Pit Project through May 26th. There will be several contingencies in place for the outages, once this is configured, a memo will be sent with the updated schedule.
- Power outage on B10, this will happen when the bridge is not in use.
- Spring Cleaning Initiative, coming out soon, bringing in dumpsters to help with removal of items other than FOD items.
- Please use only the yellow FOD cans. Any additional cans still left on the ramp need to be discarded. Remind your teams, please make certain to take food containers, debris etc inside. This is the season for wildlife and remnants of these items assist with nest making in and around the ramp and jet bridges.
- Functional Bag Outage Exercise was yesterday, March 19th, 2024. If you do not have access to Everbridge for this notification, please reach out so you may be added.

CVGAA – Casey Kionsz

- FOD walk today, A Concourse @ 10:00 a.m., again advising we have had no participation from the A Concourse airlines. The most important part about having a representative with us, is you know what can

stay or what needs to go. The invites go out when these are scheduled, usually last about an hour or so if we have proper representation.

Frontier – Ed Toon

- With Frontier moving down to the east side, when will we have the plan? How will this affect Breeze? Adam advised they are looking for this to happen in May, will advise, need a bit more information.
- Shuttle service from Employee Lot has been running late. Employees are reporting they are waiting at least 30 minutes with the majority of this occurring every day after 6:00 p.m., Carlos advised he will be looking into the issue, also the app is not the best in calculating time or location, to be followed up.

Adjournment

The regular meeting of the Passenger Safety Subcommittee was adjourned on March 20th, 2024
10:07 a.m. by Hans Stokke, CVGAA.

Minutes were submitted by Amanda Collins.

Minutes were approved by Hans Stokke.

The Passenger Safety Committee Charter and KCAB Safety Structure Diagram is now available on the cinfo site where all archived meeting minutes are housed – “SAMS and Passenger Safety Subcommittee.”