S. Morrison called the meeting to order at 1:20.

1. Charter- S. Morrison stated that three voting members have resigned (E. Nierode, P. Welte, K. Larsen-Schmidt), that no longer within membership guidelines as stated in the charter. Proposed an amendment to the charter to alter the language to make more flexible regarding membership. Would like language to allow committee to still be able to meet until positions have been filled. G. Hoover motion to change language, G. Lloyd second the motion. B. Milavetz stated that the president shouldn’t have a problem with a change to the charter. S. Morrison stated that after reviewing the charter didn’t see any reason that the committee couldn’t go on with business as usual but make any decision contingent on approval of changes. Discussed wording of membership as stated in the charter. Discussed adding “up to” in front of the member numbers which would allow more flexibility. E. Plummer asked if could use the same wording that is in the charter but add an absent clause. Discussed having 2/3 majority for quorum. G. Hoover withdrawn prior motion. J. Jenkins stated that shouldn’t count vacant seats towards quorum. P. O’Neill motion to do business as usual until president signs revised charter and to have J. Jenkins and S. Morrison work out the wording. S. Morrison made amendment that the suggestion brought to president is a vacancy provision that will allow work to be conducted if less than numbers specified in charter. M. Nelson second the motion. A. Frazier stated that review applications today could make approved pending president’s approval. Motion passed.

2. UAS Images- A. Frazier brought pictures that show visual of images for different altitudes. Showed that it is difficult to make out images and able to zoom only as much as the camera allows.
   - Presented on signage. Created a barricade-like sign that would be put out prior to the time of deployment put on the roadway. Discussed reverse 911 but is only available to landline phones. Isn’t sure if all areas have reverse 911 even available. Discussed that some rural areas may not have reverse 911. G. Hoover stated to notify and list appropriate means to notify.

3. Disaster Assessment Application- A. Frazier modified the application with suggestions from committee. Discussed that made changes to the mission description. Discussed what would be a disaster scene. Deleted other airframes at the committee’s request due to COA is only for the Dragonflyer. Data retention was addressed. The line of sight is half mile and COA requires that needs to be in line of sight so limited to half mile between system operator and aircraft. Unable to use binoculars. J. Jenkins asked if he knows of enough qualifying events to conduct the research. A. Frazier stated he will be contacting agencies to let them know that it is available once approved by committee. P. O’Neill motion to approve application, G. Lloyd second the motion. Amendment to add provision on notification with best reasonable efforts. Another amendment to change in signage to “Unmanned Aerial Systems Operation In-Progress”. P. O’Neill removed motion to make cleaner motion, B. J. Maxson second. G. Hoover motion to
approve application with amended items that were mentioned regarding signage and notification. Motion passed. A. Frazier was told that the application was accepted and it is absolute not needed to be brought back to committee once changes are made.

4. Lost Person Search Application- As per the committee’s request separated out lost person from criminal search. The same signage and notification would be used as disaster assessment. Discussed what type of photos and area would be scanned. B. Milavetz asked if video is retained on a lost person. B. J. Maxson stated it is kept until determined it isn’t a criminal case. P. O’Neill asked who determines when a person is considered “lost”. A. Frazier asked if using the term “missing person” would be better to use in place of lost. M. Nelson stated what the GFPD do when working on a lost/missing person. It was asked at what point would a UAS be used to find missing person. The search would be for missing person not suspect in this application. E. Plummer read the U.S. legal definition of missing person. Didn’t include wording pertaining to those who are medically or mentally impaired. Committee discussed how cameras would be used in the search. B. Milavetz asked if adding wording at beginning of each application something along the lines of “upon the request of…..” actually be before all applications. G. Lloyd asked about the risk to the operators of the UAS during the missions. Since almost end of the meeting, A. Frazier requested to table the other three applications and to be discussed at future meetings. P. O’Neill motion to approve application changing lost to missing person and adding the definition of missing person and adding language of mentally or medically impaired individuals. K. Porter second the motion. Motion passed. S. Morrison motion to add “upon request of competent agency” to application. P. O’Neill second the motion. Motion passed. K. Porter asked about adding positive language (what will view instead what isn’t viewed). M. Nelson motion that S. Morrison has the authority to change from conditional to formal approval once conditions are satisfied. Motion passed. P. O’Neill motion to approve application pending the changes and for S. Morrison to make final review. B. J. Maxson would requested that once the applications have been revised be sent out to the committee.

Meeting adjourned at 3:50 pm

Disaster Scene Assessment Comments to Address:
1. Add provision on notification with best reasonable efforts.
2. Change in signage to “Unmanned Aerial System Operation In-Progress”.

Lost Person Comments to Address:
1. Change from “lost” to “missing” person.
2. Add definition of missing person and include language of suicidal or medically/mentally impaired individuals.
3. Add to the beginning application “upon request of competent agency”.