



Port of Vancouver USA

**AGENDA
PORT OF VANCOUVER USA
BOARD OF COMMISSIONERS
REGULAR MEETING AGENDA
3103 Lower River Road, Vancouver, WA 98660
Tuesday, October 26, 2021**

- A) CALL TO ORDER VIRTUAL MEETING* (8:30 a.m.)**
- B) EXECUTIVE SESSION**
None
- C) OPENING REMARKS (8:30 a.m.)**
 - 1) Opening Remarks
 - 2) Approve Minutes of the October 12, 2021 Regular Meeting
- D) OPEN FORUM**
 - 1) To provide public comment during the virtual board meeting, you must register no later than 12:00 p.m. Monday, October 25, 2021 by emailing povcommissioners@portvanusa.com**
- E) ACTION ITEMS**
None
- F) UNFINISHED BUSINESS**
None
- G) NEW BUSINESS**
- H) CEO REPORT**
 - 1) Action taken under Resolution 2-2020: Declaration of Local Emergency and Delegation of Authority of Emergency Powers
 - 2) State Legislative Update
- I) COMMISSIONERS REPORTS**
- J) WORKSHOP**
None
- K) ADMINISTRATIVE WORK SESSION**
2022 Preliminary Budget

L) ADJOURNMENT

***In compliance with the Governor's Emergency Proclamation 20-28, the Port's Resolution 3-2020, and in the interest of the safety and welfare of the public, the community, port employees, and to limit the spread of the virus, this Board meeting will not be open to in-person attendance. Board members will be attending this meeting remotely via video conference.**

To participate in this meeting, please call 1 (253) 215-8782 and enter the Meeting ID number: 820 5391 2424 and Passcode number: 750953 or Join the Zoom Meeting by clicking [here](#). Please call (360) 693-3611 for technical difficulties. Meeting materials are available on the port's website at www.portvanusa.com.

****Public comments are welcome during Open Forum by registering in advance via email to povcommissioners@portvanusa.com no later than 12:00 p.m. on Monday, October 25, 2021. Individuals will have three minutes to read their comments into the record and will be called in the order in which the port receives the registration email request. No public comments will be read into the record by the port. Written comments not intended to be read by the community member and received by 8:30 a.m. Tuesday, October 26, 2021 will become part of the official meeting record and will be provided to the Commission.**

Agenda Item No. C-2

REQUEST FOR COMMISSION ACTION

PORT OF VANCOUVER USA

REVIEWED BY:

Executive Services Manager

10/26/2021

Michelle Allan

Title

Date

APPROVED BY:

Title

SUBJECT: Minutes of the October 12, 2021 Regular Meeting

BACKGROUND:

Please see attached minutes.

Additional Information Attached: Minutes of 10/12/2021 Regular Meeting

RECOMMENDATION: That the Port of Vancouver USA Board of Commissioners adopts and executes the minutes of the October 12, 2021, Port of Vancouver USA Board of Commissioners Regular Meeting as presented.

Submitted by: Julianne Marler, CEO

Date Action Taken _____

Motion By: _____

Approved: _____

Seconded By: _____

Deferred To: _____

Unanimous: Yes ____ No ____

**PORT OF VANCOUVER USA
BOARD OF COMMISSIONERS
REGULAR MEETING
Tuesday, October 12, 2021**

CALL TO ORDER

CEO Julianna Marler called a regular meeting of the Port of Vancouver Board of Commissioners to order at 8:30 a.m., Tuesday, October 12, 2021, via teleconference number 1 (253) 215-8782, conference code: 896 5995 3112 and passcode number: 150387 and by videoconference via Zoom pursuant to Washington State Governor's Proclamation 20-28 in response to the COVID-19 event.

CEO Marler confirmed that Commissioners Orange, LaBrant and Burkman were on the line.

OPENING REMARKS

CEO Marler welcomed and reminded everyone that all board members and the public are participating virtually pursuant to Washington State Governor's Proclamation 20-28 in response to the COVID-19 event and the port's Resolution 3-2020. She also stated that no executive session was held this morning and the meeting is being recorded.

Meeting attendees included:

Eric LaBrant	Port Commission President
Jack Burkman	Port Commission Vice President
Don Orange	Port Commission Secretary
Julianna Marler	Port CEO
Michelle Allan	Port Executive Services Manager
Alicia Lowe	Port Legal Counsel
Betsy Rogers	Port Administrative Supervisor
Savannah Mitcham	Port Administrative Assistant
Casey O'Dell	Port Director of Facilities
Dawn Egbert	Port Procurement Services Manager
Elizabeth Gotelli	Port Chief Financial and Administrative Officer
Greg Westrand	Port Project Manager
Jack Flug	Port Senior Financial Analyst
Jennifer Brower	Port Procurement & Grant Specialist
Jim Hagar	Port Economic Development Project Manager
Joel Fairchild	Port Project Manager
Jonathan Eder	Port Director of Human Resources
Julie Rawls	Port Community Relations Manager
Kent Cash	Port Chief Operations Officer
Lori Kaylor	Port Commercial Sales Associate
Mark Newell	Port Project Delivery Manager
Mark Tauscher	Port Environmental Specialist

Mary Mattix
Mason Kae
Matt Harding
Mike Bomar
Mike Schiller
Mindy Pennington
Monty Edberg
Phala Le
Randy McCaleb
Richard Troudt
Ryan Hart
Scott Goodrich
Scott Ouchi
Therese Lang
Todd Dodgin
Don Steinke
Alona Steinke
Cathryn Chudy
Elizabeth Harris
Lori Froehlich

Port Environmental Program Manager
Port Records Officer
Port Environmental Project Manager
Port Director of Economic Development
Port Director of Business Development
Port Accounts Payable Specialist
Port Director of Engineering & Project Delivery
Port Human Resources Specialist
Port Contract Manager
Port Security Manager
Port Chief External Affairs Officer
Port Director of Finance & Accounting
Port Safety, Risk and Emergency Manager
Port Director of Communications
Port IT Support Specialist
Community Member
Community Member
Community Member
Community Member
Clark Public Utilities

Additional members of the public participated in the virtual meeting but were not identified by name.

APPROVAL OF MINUTES

Regular Meeting of September 21, 2021

On motion by Commissioner Orange, seconded by Commissioner LaBrant and carried unanimously, the Board of Commissioners approve the minutes of the September 21, 2021 regular meeting.

OPEN FORUM

CEO Marler stated that the agenda invited public comment on all matters on the agenda and several community members responded to provide comment. She reminded everyone interested in speaking during Open Forum at future meetings to register in advance no later than noon on Monday, the day prior to the scheduled Commission meeting. She then called on each community member based on the order in which the port received their request.

Alona Steinke

Ms. Steinke stated that installing natural gas in buildings is the fastest growing source of carbon pollution in the state. She indicated by allowing natural gas in new buildings, it will be more expensive and more difficult for the port to reach its emission reduction goals.

Don Steinke

Mr. Steinke stated that the Washington State Building Code Council recently voted to move forward with a proposed code amendment to require that all water heating and space heating in new construction be done with electric heat pumps. He indicated the same requirement would apply when a permit is needed for the replacement of heating systems in existing buildings. He encouraged the port to guide tenants away from installing equipment that will become obsolete. Mr. Steinke also asked about the port's policy to reduce emissions.

Cathryn Chudy

Ms. Chudy discussed a report from the World Health Organization and shared comments from an organizer with the indigenous Environmental Network and the Executive Director of Honor the Earth on climate change and protecting people's health. She believes it is everyone's obligation to act now.

CEO Marler thanked everyone for their comments.

ACTION ITEMS

E-1 Approve Public Works Contract for Bid 21-29: Terminal 1 - Red Lion Hotel Demolition

Greg Westrand, Project Manager introduced the action item and discussed it with the Commission. He answered questions from the Board.

On motion by Commissioner Burkman, seconded by Commissioner LaBrant and carried unanimously, the Board of Commissioners authorize the CEO to execute a public works contract with Keystone Contracting, Inc., the lowest responsive and responsible bidder, for Bid 21-29: Terminal 1 – Red Lion Hotel Demolition, in the amount of \$1,302,000.00 including Washington State sales tax.

UNFINISHED BUSINESS

Port Contracts Logs

The commissioners reviewed the port contracts logs. CEO Marler reminded everyone that the contracts logs are provided to the Commission on a monthly basis and are available on the port's website. No questions were asked by the Board.

No additional unfinished business was considered.

NEW BUSINESS

No new business was discussed.

ACCOUNTS PAYABLE

Director of Finance & Accounting Scott Goodrich presented the action item as contained in the Commission's packet and discussed the recommendation with the Board.

On motion by Commissioner LaBrant, seconded by Commissioner Burkman and carried unanimously, the Port of Vancouver USA Board of Commissioners, by motion, ratifies and approves the payment of September 2021 Vouchers 106842 – 107199 in the amount of \$2,800,216.66 including Electronic Payments generated between 09/06/2021 – 10/03/2021 in the amount of \$585,528.42 and September 2021 Payroll Check 51563724 and Payroll Direct Deposits 360001 – 360127 and 380001 – 380128 in the amount of \$617,718.70.

CEO REPORT

Action taken under Resolution 2-2020: Declaration of Local Emergency and Delegation of Authority of Emergency Powers

CEO Marler shared the history behind the adoption of Resolution 2-2020 and then advised the commissioners that she has not taken any action provided her under this resolution.

Project Updates

Mark Newell, Project Delivery Manager provided an update on several port projects, including:

- Terminal 1 Site & Infrastructure
- AC Marriott (not a port contractor)
- Berth 2-3 Repairs Project
- Chlorinator Project
- BL 2001 Painting & Siding Repair Project

No questions were asked by the Board.

CEO Marler provided information and updates on the following meetings and projects:

- American Association of Port Authorities (AAPA) Annual Convention
- Interstate Bridge Replacement Program Executive Steering Group Meeting – October 21
- Commission Meeting Preliminary Budget Administrative Work Session – October 26
- Climate Action Plan

COMMISSIONERS REPORTS

Commissioner Orange stated he attended the following events and meetings and provided a summary on some of the meetings he attended:

- CEO Marler
- WPPA Environmental Seminar

Commissioner Burkman stated he attended the following events and meetings and provided a summary on some of the meetings he attended:

- CEO Marler
- Labor Roundtable Annual Dinner
- WPPA Roundtable
- I 5 Bridge Tour
- Greater Portland Inc. Economic Summit
- COVID Mobile Vaccination Clinic

Commissioner Burkman also mentioned that Julianna was reappointed to another term as a board member for the AAPA. He indicated this is a highly respected national organization with only 11 board members. He stated that Julianna represents the United States North Pacific ports and does a great job not only helping advance the port's business but representing the United States' interests as well.

CEO Marler added that the Port of Vancouver won the Lighthouse Award of Excellence at the AAPA Annual Convention for the digital holiday card that was developed by the port's External Affairs team. She stated the team also won an Award of Distinction for the virtual tour they developed.

Commissioner LaBrant stated he attended the following events and meetings and provided a summary on some of the meetings he attended:

- Labor Roundtable Annual Dinner
- Greater Portland Inc. Economic Summit
- Columbia Springs' Annual Dinner
- CEO Marler

WORKSHOP

No workshop was held during this meeting.

CEO Marler also reminded everyone of the ways they can communicate with the Commission. She stated there is a great deal of information available on the port's website and encouraged everyone to check it out.

ADJOURNMENT

There being no further business to come before the Port of Vancouver USA Board of

Commissioners, the Tuesday, October 12, 2021, regular meeting was adjourned at 9:35 a.m. by CEO Julianna Marler.

PORT OF VANCOUVER USA
BOARD OF COMMISSIONERS

Michelle Allan, Executive Services
Manager, October 12, 2021, Regular
Port of Vancouver USA Board of
Commission Meeting

Eric LaBrant, President

Jack Burkman, Vice President

Don Orange, Secretary