

**PORT OF VANCOUVER USA
BOARD OF COMMISSIONERS
REGULAR MEETING
Tuesday, July 13, 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, July 13, 2021, via teleconference number 1 (253) 215-8782, conference code: 917 2462 1840 and passcode number: 850316 and by videoconference via Zoom pursuant to Washington State Governor's Proclamation 20-28 in response to the COVID-19 event.

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.

CEO Marler confirmed that Commissioners LaBrant and Burkman were on the line. She reported that Commissioner Orange was having some technical difficulties connecting and would join the meeting momentarily.

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
Angela Blake	Port Facilities Program Coordinator
Ben Shoop	Port Construction Inspector
Callie DeBoer	Port Project Manager
Casey O'Dell	Port Director of Facilities
Greg Westrand	Port Project Manager
Jennifer Brower	Port Procurement & Grant Specialist
Jonathan Eder	Port Director of Human Resources
Julie Payne	Port Revenue Accountant
Julie Rawls	Port Community Relations Manager
Kathy Holtby	Port Real Estate Manager
Katie Odem	Port Marketing Communications Manager
Kent Cash	Port Chief Operations Officer

Lori Kaylor	Port Commercial Sales Associate
Mark Newell	Port Project Delivery Manager
Mary Mattix	Port Environmental Program Manager
Mason Kae	Port Records Officer
Matt Harding	Port Environmental Project Manager
Mike Bomar	Port Director Economic Development
Mindy Pennington	Port Accounts Payable Specialist
Monty Edberg	Port Director of Engineering & Project Delivery
Nam Nguyen	Port Applications Analyst
Phala Le	Port Human Resources Specialist
Rachelle Askman	Port Communications Coordinator
Randy McCaleb	Port Contract Manager
Richard Troudt	Port Security Manager
Rick Cline	Port Contract Manager
Ryan Hart	Port Chief External Affairs Officer
Scott Goodrich	Port Director of Finance & Accounting
Scott Ouchi	Port Safety, Risk and Emergency Manager
Sheila Deng	Port Senior Accountant
Thane Giles	Port Project Manager
Therese Lang	Port Director of Communications
Thomas Chidwick	Port General Office Assistant
Todd Krout	Port Director of Operations
Don Steinke	Community Member
Alona Steinke	Community Member
Cathryn Chudy	Community Member
Scott McClintock	Community Member
Richard Kolber	Community Member
Greg Seifert	Community Member
Jean Avery	Community Member
Monica Zazueta	Community Member
Emma Johnson	Community Member
David Hodges	Community Member
Richard Roché	Parametrix
Amnon Bar-Ilan	Ramboll
Helen Devery	WSP

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

CEO Marler stated before the meeting minutes are approved, she wanted to let everyone know that Action Item E-5, which is to develop the final port Climate Action Plan, references today's workshop. She noted that we will recess into the workshop as part of the action item and once the workshop is completed, we will return to the action item for further discussion and action by the Board. She also stated that the port has received a significant amount of input on the climate action plan from commissioners, tenants, customers, and community members.

APPROVAL OF MINUTES

Regular Meeting of June 22, 2021

On motion by Commissioner Burkman, seconded by Commissioner LaBrant and carried 2-0 (Commissioner Orange did not vote, as he was not in attendance when the vote took place) the Board of Commissioners approve the minutes of the June 22, 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.

Monica Zazueta

Ms. Zazueta discussed the port's climate strategy and encouraged the port to go bold and act swiftly when developing goals for the climate action plan.

Jean Avery

Ms. Avery stated she is in favor of the port's climate action plan. She also expressed thanks to the port for including forward looking policies and for involving public input along the way.

Alona Steinke

Ms. Steinke stated the port's climate action plan should address the trucks that serve the port. She indicated trucks should have the latest emission control technology installed in order to reach state goals to reduce greenhouse gas emissions. She also discussed the California Advanced Clean Truck Rule.

Don Steinke

Mr. Steinke thanked the port for developing a climate action plan. He stated the plan should include a commitment to be in sync with state goals to reduce greenhouse gas emissions. He suggested several steps the port could take to make our commitment well known to staff, tenants and the community. He also discussed a proposed bill regarding regional direct air capture pilot projects for carbon capture use and sequestration.

Cathryn Chudy

Ms. Chudy discussed climate change and air pollution. She asked the port to make decisions that are strong and wise regarding our climate strategies. She also expressed her appreciation and support for the port's efforts on the climate action plan.

CEO Marler thanked everyone for their comments.

ACTION ITEMS

E-1 Approve Contract Change Order with Parametrix for Groundwater Cleanup Services

Patty Boyden, Director of Environmental Services introduced the action item and discussed it with the Commission. She answered questions from the Board.

On motion by Commissioner Orange, seconded by Commissioner LaBrant and carried unanimously, the Board of Commissioners authorize the CEO to execute a change order with Parametrix for \$1,721,519, revising the total contract amount to \$21,801,912 which includes any applicable Washington State sales tax.

E-2 Approve the Consolidated Diking District #1 of Wahkiakum County Offer of Just Compensation to Acquire an Easement on Puget Island

Kathy Holtby, Real Estate Manager introduced the action item and discussed it with the Commission.

On motion by Commissioner Burkman, seconded by Commissioner Orange and carried unanimously, the Board of Commissioners approve the Offer of Just Compensation to the Diking District and authorize the CEO to execute all documents necessary to acquire the easement between the Washington Ports and the Consolidated Diking District. #1 of Wahkiakum County.

E-3 Approve Sole Source Contract for Terminal 1 – Cascade Wall Material Pre-purchase

Greg Westrand, Project Manager introduced the action item and discussed it with the Commission.

On motion by Commissioner Burkman, seconded by Commissioner Orange and carried unanimously, the Board of Commissioners authorize the CEO to execute Change Order #3 with Advanced American Construction for Bid 20-22: Terminal 1 Vancouver Landing Structural Renovation Project, revising the total contract amount to \$2,692,044.15, including Washington state sales tax.

E-4 Approve Public Works Contract Bid 21-13: Terminal 2 Track Crossing Project

Thane Giles, Project Manager introduced the action item and discussed it with the Commission.

On motion by Commissioner LaBrant, seconded by Commissioner Burkman and carried unanimously, the Board of Commissioners authorize the CEO to execute a public works contract with Midvale Signal, Inc. the lowest responsive and responsible bidder, for Bid 21-13:

Terminal 2 Track Crossing project, in the amount of \$378,513.69 including Washington State sales tax.

CEO Marler called a recess from 9:26 a.m. – 9:35 a.m. to prepare for the port's workshop on the Climate Action Plan.

WORKSHOP

Climate Action Plan

E-5 Develop Final Port Climate Action Plan

CEO Marler introduced the action item and discussed it with the Commission. She stated the climate action plan workshop held on June 8 was to identify what the targets and areas of focus are of the plan. She indicated today's workshop will provide more detail on the implementation strategies and specific initiatives of the plan and will include the recommendation to authorize the CEO to develop a final Climate Action Plan as presented by staff.

Port Environmental Program Manager Mary Mattix stated that the Climate Action Plan identifies strategies and actions the port may take to reduce greenhouse gas emissions associated with port operations in alignment with state and federal targets. She shared that today's workshop will provide a project update on what the team has completed since the last workshop. She stated that the goal for today is to collect feedback to make sure the team is on the right path and has included all the key elements of the plan. She indicated that this workshop presentation will also build on information presented in the June 8th workshop about the key elements of the plan and will provide a deeper dive into the reduction measures and how they intend to prioritize and implement them. She stated that the team includes port staff from a variety of disciplines working with a consultant team made up of Ramboll US Consulting along with subconsultants WSP Global and Fehr & Peers. She reported that they are experts in the fields of climate change analysis and planning, public involvement and transportation and have helped other West Coast ports with similar efforts. She stated many of the team members are present at the meeting today. She introduced Helen Devery, the vice president of WSP and stated she has been working hard with the team to coordinate the public involvement elements of the plan. She stated the plan is informed by all the internal and external feedback that is collected coupled with the technical expertise of the team. She also introduced Amnon Bar-Ilan, a principal with Ramboll and the technical team lead to present the update today.

Mr. Amnon Bar-Ilan provided the presentation on the Climate Action Plan (CAP) and reviewed items from the last workshop. He stated it is important to review these items to set the background for the development of the CAP and shared that he will also discuss specific actions that were formed to create the backbone of the CAP. He indicated his presentation will give a sense of the timing of the actions and how they are evaluated and implemented. He also indicated it will also show how the CAP will move the port towards the goals that the state and federal government have set.

During Mr. Bar-Ilan's presentation he discussed the following:

- Project Overview
- 2019 Greenhouse Gas Inventory, Forecast & Reduction Targets
- Proposed Climate Actions & Implementation Plan
- Next Steps

Commissioner Burkman stated he appreciates the thoroughness of the presentation and the details regarding the process. He indicated he is looking forward to the final document and believes we are moving in the right direction.

CEO Marler stated the structure of this plan is similar to the port's strategic plan that is focused on initiatives. She indicated that during the budget process staff will look at the initiatives and identify specific actions that can be taken through a budget request, outreach or grant opportunities.

Commissioner Orange thanked Amnon for the presentation. He expressed interest in hearing more about the steps port tenants can take as well as what the port can do as part of the CAP. He stated climate change is a serious issue and the port needs to clearly and systematically demonstrate this by investing to facilitate improvements.

Commissioner LaBrant echoed the other commissioners' appreciation for the presentation. He agreed the port needs to do its part and was glad to see measurable goals that included flexibility to adapt and grow. He indicated his only concern is regarding the language of the recommendation to authorize the CEO to develop a final Climate Action Plan. He asked what we can anticipate moving toward actual adoption of this outline so that we can firmly commit to these goals.

CEO Marler asked Commissioner LaBrant if a change to the recommendation language would address his concern.

Commissioner LaBrant stated he would be willing to approve the recommendation as is if it allows flexibility moving forward but indicated he would like to hear from his fellow commissioners.

Commissioner Burkman expressed some confusion regarding the process as presented and was concerned that the Climate Action Plan document will not be completed until the end of July. He suggested bringing back the completed document in August for final approval.

CEO Marler explained that the intent here is similar to the strategic plan process where the initiatives were authorized and then the final plan was created around those initiatives.

Commissioner Burkman agreed this made sense and indicated he had no problem adopting what was shown today for the initiatives but did not want to confuse the public and leave them thinking there was something else coming they haven't seen yet.

Commissioner Orange stated he shares his fellow commissioners' opinions. He indicated he gathered from the presentation and the way the recommendation is written that the commissioners are being asked to authorize the CEO to execute a plan that hasn't been completed.

CEO Marler stated the initial recommendation was to develop the final CAP with the understanding it was based on the initiatives presented at the workshop today. She asked Mr. Bar-Ilan if all the initiatives were identified in the presentation.

Mr. Bar-Ilan stated all of the initiatives were included in the presentation although he only highlighted a few examples of actions for the CAP. He explained that the initiatives are evaluated to create actions for the CAP by looking at co-benefits, defining an implementation timeline, the cost, and the greenhouse gas reduction potential.

After additional discussion among the commissioners and CEO regarding the final wording for the recommendation, CEO Marler suggested changing the recommendation to read, "develop and implement a final Climate Action Plan based on initiatives." Commissioner Burkman stated he would formally make that motion.

On motion by Commissioner Burkman, seconded by Commissioner Orange and carried unanimously, the Board of Commissioners authorize the CEO to develop and implement a final Climate Action Plan based on initiatives as presented by staff.

CEO Marler expressed her appreciation for all the feedback and discussion on the CAP process to understand the priorities for the initiatives. She indicated she is looking forward to putting this to work through the budget process and starting to make some good progress on greenhouse gas reductions.

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 at this time.

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 Orange and carried unanimously, the Port of Vancouver USA Board of Commissioners, by motion, ratifies and approves the payment of June 2021 Vouchers 105726 – 106120 in the amount of \$3,786,702.01 including Electronic Payments generated between 06/01/2021 – 07/01/2021 in the amount of \$503,278.58 and June 2021 Payroll Checks 51520604 – 51520607 and Payroll Direct Deposits 230001 – 230122 and 250001 – 250122 in the amount of \$587,254.61.

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)
- Parcel 3 Gateway Equipping Well
- Terminal Fire Alarm Replacement
- BL2565 Recladding & Window Replacement

No questions were asked by the Board.

Commissioner Orange thanked Mark for his update and expressed his appreciation to the port for successfully managing its assets so that they are safe and well maintained.

CEO Marler shared that she had received a compliment from a recent European visitor to the port stating that "this is the cleanest port he has ever seen." She stated this is a testament to the team that maintains the facilities.

She also shared that Kent Williams, Executive Director of the Fort Vancouver Seafarers Center has been working with Medical Teams International to develop a program to vaccinate seafarers that are coming to the Port of Vancouver. She indicated port staff was working on this as well and expressed her appreciation for their involvement in the program.

CEO Marler reported that the next Executive Steering Group meeting for the Interstate Bridge Replacement Program will take place on Thursday, July 15 from 10:00 a.m. to 12:00 p.m. She highlighted that there is an opportunity for public comment during the meeting and encouraged individuals to participate.

COMMISSIONERS REPORTS

In the interest of time, Commissioner Orange did not provide a report.

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

- CEO Marler
- PNWA Summer Conference
- Labor Roundtable
- Clark County Historical Museum Exhibit on C-Tran's Anniversary
- RTC Meeting
- Vancouver City Council

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

- CEO Marler
- CREDC Board Meeting
- Labor Roundtable
- Community Member

He also mentioned while looking at the accounts payable he noticed an expense for a port training on managing employees with a hybrid schedule. He indicated he is encouraged to see the investment in developing and implementing a hybrid work schedule or policy because he thinks it will be critical to the port's operations. He stated retaining the fantastic team the port has is important and their institutional knowledge is a valuable asset we need to maintain.

CEO Marler agreed having flexibility is important as well as maintaining the strong positive culture present at the port. She appreciates the commissioner's support on this.

She 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, July 13, 2021 regular meeting was adjourned at 10:57 a.m. by CEO Julianna Marler.

Michelle Allan, Executive Services
Manager, July 13, 2021, Regular
Port of Vancouver USA Board of
Commission Meeting

PORT OF VANCOUVER USA BOARD OF COMMISSIONERS


Eric LaBrant, President


Jack Burkman, Vice President


Don Orange, Secretary