

**PORT OF VANCOUVER USA  
BOARD OF COMMISSIONERS  
REGULAR MEETING  
Tuesday, August 10, 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, August 10, 2021, via teleconference number 1 (253) 215-8782, conference code: 857 2838 8527 and passcode number: 923713 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
Alicia Lowe	Port Legal Counsel
Betsy Rogers	Port Administrative Supervisor
Savannah Mitcham	Port Administrative Assistant
Angela Blake	Port Facilities Program Coordinator
Casey O'Dell	Port Director of Facilities
Chrissy Lyons	Port Commercial and Industrial Sales Manager
Dawn Egbert	Port Procurement Services Manager
Elizabeth Gotelli	Port Chief Financial and Administrative Officer
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
Kathy Holtby	Port Real Estate Manager
Katie Odem	Port Marketing Communications Manager
Kent Cash	Port Chief Operations Officer
Leonard York	Port Director of Information Technology
Lori Kaylor	Port Commercial Sales Associate
Mark Newell	Port Project Delivery Manager
Mark Tauscher	Port Environmental Specialist

Mary Mattix	Port Environmental Program Manager
Matt Graves	Port Environmental Manager
Matt Harding	Port Environmental Project Manager
Mike Bomar	Port Director of Economic Development
Mindy Pennington	Port Accounts Payable Specialist
Monty Edberg	Port Director of Engineering & Project Delivery
Nabaa Wali	Port Intern
Nam Nguyen	Port Applications Analyst
Phala Le	Port Human Resources Specialist
Rachelle Askman	Port Communications Coordinator
Randy McCaleb	Port Contract Manager
Richard Troutt	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
Zack Merrill	Port Sales Account Manager
Don Steinke	Community Member
Alona Steinke	Community Member
Cathryn Chudy	Community Member
Rich Darland	PBS
Cager Clabaugh	ILWU Local 4
Lori Froehlich	Clark Public Utilities

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

CEO Marler called for a moment of silence to recognize Clark County Sheriff's Department Sergeant Jeremy Brown who had dedicated his life to protect and serve our community.

**APPROVAL OF MINUTES**

**Regular Meeting of July 27, 2021**

On motion by Commissioner Orange, seconded by Commissioner Burkman and carried unanimously, the Board of Commissioners approve the minutes of the July 27, 2021 regular meeting.

**INTERN INTRODUCTION**

Mike Bomar, Director of Economic Development introduced Port of Vancouver Intern Nabaa Wali. He explained that economic development covers workforce and education and through a great partnership with Partners in Careers (PIC) connected with the internship program. Nabaa shared that she is a high school student from Fort Vancouver High School and had been looking at

different jobs and career options when she found out about the port's internship from PIC. She stated during her internship at the port, she had the opportunity to work on the Terminal 1 project and the Interstate Bridge Replacement Project. She indicated she learned the importance of the port as a supply chain and how communication is key in working with others. She thanked Mr. Bomar for his time and support and PIC for helping her find this amazing opportunity.

## **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.

### **Don Steinke**

Mr. Steinke discussed the Climate Commitment Act and things the port can do to make the transition to clean energy less expensive.

### **Cathryn Chudy**

Ms. Chudy discussed efforts Clark Public Utilities, the Vancouver City Council and the Port of Vancouver are taking to reduce greenhouse gas emissions and combat climate change. She shared that the United Nations' flagship science report asserts no one is safe from the accelerating effects of climate change. She stated she is depending on the board of commissioners to use their political will to keep the momentum going to address climate change.

CEO Marler thanked everyone for their comments.

## **ACTION ITEMS**

### **E-1 Approve Contracts with RH2 Engineering, KPFF Inc., and PBS Engineering & Environmental for On-Call Civil Engineering Design Services**

Monty Edberg, Director of Engineering & Project Delivery introduced the action item and discussed it with the Commission. He answered questions from the Board.

On motion by Commissioner LaBrant, seconded by Commissioner Burkman and carried unanimously, the Board of Commissioners authorize the CEO to execute a contract with RH2 Engineering, Inc. for a not to exceed amount of \$750,000, a contract with KPFF Inc. for a not to

exceed amount of \$500,000, and a contract with PBS Engineering & Environmental for a not to exceed amount of \$500,000 to perform on-call civil engineering design services.

### **E-2 Approve Public Works Contract Bid 21-21: Terminal 3 – 2021 Paving Project**

Thane Giles, 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 Orange and carried unanimously, the Board of Commissioners authorize the CEO to execute a public works contract with Lakeside Industries, the lowest responsive and responsible bidder, for Bid 21-21: Terminal 3 - 2021 Paving Project for the base bid and additive alternate in the amount of \$425,637.91 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 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 July 2021 Vouchers 106121 – 106397 in the amount of \$3,882,793.14 including Electronic Payments generated between 07/02/2021 – 08/01/2021 in the amount of \$1,136,742.30 and July 2021 Payroll Check 51536454 and Payroll Direct Deposits 270001 – 270126 and 290001 – 290128 in the amount of \$608,330.78.

## **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

- Chlorinator System Improvements

No questions were asked by the Board.

CEO Marler congratulated Rick Takach and the T1 Hotel team, consultants and contractors that won the Vancouver Business Journal's 2021 Top Projects Award. She also recognized the port's Terminal 1 project team, contractors and consultants for their Public Project Award for the public infrastructure that has been installed at T1.

## **COMMISSIONERS REPORTS**

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

- Port of Camas-Washougal Cassi Marshall
- Representative Sharon Wylie

He also recognized the loss of life of Richard Trumka who was the Director of the American Federation of Labor and Congress of Industrial Organizations.

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

- CEO Marler
- City of Vancouver Workshops
  - Fossil Fuel Code Update
  - ODOT Toll Update
- City of Vancouver Mayor McEnerny-Ogle
- Labor Roundtable

Commissioner LaBrant stated it has been a light couple of weeks and he did not have anything to report.

CEO Marler called a recess from 9:17 a.m. – 9:30 a.m. to prepare for the port's workshop on the Strategic Plan Update.

## **WORKSHOP**

### **Strategic Plan Update**

Chief Financial and Administrative Officer Elizabeth Gotelli lead the workshop on the 2021 Strategic Plan Mid-Year Report. She stated that this update is on the initiatives of the strategic plan that are substantially complete. She also stated that today's PowerPoint presentation will focus on the six broad goal areas and the progress made on each one along with a separate document called the supplemental report that provides much more detail on each of the initiatives. She added that the presentation and the supplemental report can both be found on the port's website. She stated that different presenters will speak about the goal areas with an

update at the end of the presentation about the port's COVID-19 response since this directly ties to the strategic plan initiative for creating business continuity and resiliency.

Ryan Hart, Chief External Affairs Officer discussed the following port community goals and initiatives:

- Outreach & Partnerships
  - Community newsletter
  - Virtual Port Report
  - Community Fund
  - Community meetings
  - Port tours
  - Interstate Bridge Replacement Project
  
- Legislative Success
  - Dredging bill
  - Terminal 1 deconstruction funding
  - Tax Increment Financing

Jonathan Eder, Terminal 1 Executive Sponsor discussed the following port community goals and initiatives:

- Development & Funding
  - LPC negotiations completed for blocks A & C
  - Rotary partnership
  - \$1M from legislature for T1 deconstruction
  
- Construction
  - T1 deconstruction design & planning for Q1 2022
  - Vancouver Landing on track for 2021 completion

Mike Bomar, Director of Economic Development discussed the following port economic development goals and initiatives:

- Land Use Strategy
  - 20 Year Employment Land Strategy
  
- Columbia River Channel Maintenance
  - Dredging legislation
  
- Workforce Development
  - Port apprenticeship program
  - Workforce & Education web page
  - WSU student project & FV intern
  - Hiring of 2 summer labor apprentices

Matt Graves, Environmental Manager discussed the following port environmental goals and initiatives:

- Climate Action Plan
  - Completed GHG Inventory
  - Continued plan development
  - Robust outreach and engagement
  - Commission update/workshop
  
- Sustainability Plan
  - Completed 2020 Report
  - Workshop with Board of Commissioners
  
- Environmental Management
  - Stormwater management
  - Purple Martin habitat
  - Parcel 3 berm completion
  - Cleanup progress
  
- Knowledge Sharing
  - Student Grattix project
  - Grattix in Hawaii
  - Climate Group for IBRP
  
- Tribal Collaboration
  - T1 interpretive panel & Rotary Way timeline coordination
  - Environmental clean-up engagement
  
- Permitting Efficiencies
  - Shoreline Master Program update
  - Critical Areas programmatic permit for maintenance activities

Zack Merrill, Sales Account Manager discussed the following port marine and industrial business goals and initiatives:

- Clean Energy
  - Wind components
  - Visit from Governor Inslee
  - Utilization of defined route to safely move high, wide and heavy cargo
  
- Bulk Facilities
  - Discussions with current tenants
  - Solicitation of statements of interest
  - Lay berth opportunities
  
- Diverse Cargos & Unique Opportunities
  - Aluminum
  - Autos
  - Agriculture
  - Pulp

- Critical Infrastructure

Chrissy Lyons, Commercial & Industrial Sales Manager discussed the following port marine and industrial business goals and initiatives:

- Tenant Support
  - Tenant survey
  - COVID-19 survey & support
  - Spring event
  - Internal coordination
- Tenant Growth
  - Trobella Cabinetry
- Marketing
  - New tenants - WPI
  - Lincoln Properties Group T1 lease

Scott Goodrich, Director of Finance & Accounting discussed the following port financial goals and initiatives:

- Robust Revenues
  - Continued strong performance from diverse commodities
- Virtual Audit
  - 12<sup>th</sup> consecutive clean audit
- Financial Tools
  - Lead role on Tax Increment Financing
  - Long-range, multi-year forecasting
  - Enhanced reporting and tracking with port leadership

Casey O'Dell, Director of Facilities discussed the following port financial goals and initiatives:

- Pro-Active Maintenance Plan
  - Building Assessment Plan
  - Tenant follow-up
  - All-electric vehicles

Leonard York, Director of Information Technology discussed the following port financial goals and initiatives:

- Shift to Paperless
  - Electronic bidding process for equipment
  - Electronic signature system for leases and documents
  - Remote check disbursement system
  - Digitizing of records



- Cybersecurity
  - Security camera assessment
  - Cloud back-up
  - Staff training
  - Lead role with state & national cybersecurity networks

Jonathan Eder, Director of Human Resources discussed the following port organizational goals and initiatives:

- Training & Wellness
  - Training for managing in a remote environment
  - Heart Walk, managing stress workshops, wellness checklist bingo
- Employee Development
  - Education Assistance program
- Diversity, Equity and Inclusion
  - Employee Committee
  - Outreach to community and businesses

Scott Ouchi, Safety, Risk & Emergency Manager discussed the port's COVID-19 Response:

- Employee & Tenant Support
  - Vaccination site information
  - CDC protocol alignment
  - Seafarers partnership
- Looking Forward
  - HVAC assessment
  - Equipment reimbursement
  - Flexible work arrangement policy

Ms. Gotelli thanked all the presenters and asked the board for any final thoughts or questions.

Commissioner Burkman thanked staff for an excellent report and stated he was very impressed by the work of the whole organization.

Commissioner Orange concurred with Commissioner Burkman's comments.

Commissioner LaBrant concurred with his fellow commissioners. He also expressed his thanks to the entire team for being flexible and adaptable and making sure that the benefits of the port are felt throughout the broader community.

Ms. Gotelli stated the team looks forward to talking with the board again in early 2022 for the strategic plan annual report.

CEO Marler thanked everyone who presented the update. She stated it is helpful to get the periodic updates on the accomplishments of the team and our partners. She indicated that

every action item that is presented to the board directly ties to the initiatives in the strategic plan and highlighting these accomplishments keeps the port moving forward. She remarked that as the port gets ready to go through its budget process for 2022 the strategic plan will also serve a key role in how we ensure that we are continuing down the path to accomplish those initiatives.


**ADJOURNMENT**


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.

There being no further business to come before the Port of Vancouver USA Board of Commissioners, the Tuesday, August 10, 2021 regular meeting was adjourned at 10:46 a.m. by CEO Julianna Marler.

Betsy Rogers, Administrative  
Supervisor, August 10, 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