

**PORT OF VANCOUVER USA
BOARD OF COMMISSIONERS
REGULAR MEETING
Tuesday, August 25, 2020**

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 25, 2020, via Zoom virtual meeting number 1 (253) 215-8782, meeting ID: 996 6334 2522 and Passcode number:821451 or at <https://zoom.us/j/99663342522?pwd=YWx2K3A3WTZNUnJuQVBEWllzdjdpZz09#success> 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 via a Zoom virtual meeting pursuant to Washington State Governor's Proclamation 20-28 in response to the COVID-19 event currently in effect until September 1, 2020. She also stated no executive session was held this morning and the meeting is being recorded.

Meeting attendees included:

Don Orange	Port Commission President
Eric LaBrant	Port Commission Vice President
Jack Burkman	Port Commission Secretary
Julianna Marler	Port CEO
Michelle Allan	Port Executive Services Manager
Alicia Lowe	Port Legal Counsel
Elizabeth Gotelli	Port Chief Financial and Administrative Officer
Matt Harding	Port Environmental Project Manager
Mary Mattix	Port Environmental Project Manager
Patty Boyden	Port Director of Environmental Services
Betsy Rogers	Port Administrative Supervisor
Nam Nguyen	Port Applications Analyst
Savannah Mitcham	Port Administrative Assistant
Ryan Hart	Port Chief External Affairs Officer
Katie Odem	Port Marketing Communications Manager
Scott Goodrich	Port Director of Finance & Accounting
Dawn Egbert	Port Procurement Services Manager
Jennifer Brower	Port Procurement & Grant Specialist
Randy McCaleb	Port Contracts Manager
Rachelle Askman	Port Communications Coordinator
Lori Kaylor	Port Commercial Sales Associate

Mike Schiller	Port Director of Business Development
Kathy Holtby	Port Real Estate Manager
Mike Bomar	Port Director of Economic Development
Jim Hagar	Port Economic Development Project Manager
Greg Westrand	Port Project Manager
Colin Hayden	Port Project Manager
Therese Lang	Port Director of Communications
Casey O'Dell	Port Director of Facilities
Mark Newell	Port Project Delivery Manager
Scott Ouchi	Port Safety, Risk & Emergency Manager
Mason Kae	Port Records Officer
Richard Troudt	Port Security Manager
Jonathan Eder	Port Director of Human Resources
Kent Cash	Port Chief Operations Officer
Alex Strogon	Port Commercial Officer
Mindy Pennington	Port Accounts Payable Specialist
Cathryn Chudy	Community Member

CEO Marler advised the commission that Action Item E-2 on today's agenda is being stricken. She added this matter will come back before the board later.

APPROVAL OF MINUTES

Regular Meeting of August 11, 2020

On motion by Commissioner Burkman, seconded by Commissioner LaBrant and carried unanimously, the Board of Commissioners approve the minutes of the August 11, 2020 regular meeting.

OPEN FORUM

CEO Marler stated that the agenda invited public comments on all matters and two community members responded. Community member Don Steinke was unable to attend the virtual meeting so CEO Marler stated that his written comments will be incorporated into the meeting's official record.

Community member Cathryn Chudy also expressed interest in providing comment. She joined the virtual meeting and shared her concerns on a recent policy by the Trump administration concerning transporting liquified natural gas by rail. She also discussed the City of Vancouver's moratorium on new fossil fuel projects.

ACTION ITEMS

E-1 Approve Resolution 3-2020: Extending the Prohibition on In-Person Meetings Subject to RCW 42.30 and Providing an Option for the Commission and Public to Continue to Attend the Meetings Remotely Based Upon a Declaration of Public Emergency Due to the Outbreak of COVID-19

CEO Marler presented the action item and discussed the resolution with the commission. She explained that this resolution will allow the board to continue to attend meetings remotely until 21 days after Clark County enters Phase 3 of the WA State Governor's "Safe Start Washington" Plan based on a declaration of public emergency due to the COVID-19 outbreak.

On motion by Commissioner LaBrant, seconded by Commissioner Burkman and carried unanimously, the Board of Commissioners approve Resolution 3-2020: extending the prohibition on in-person meetings subject to RCW 42.30 and providing an option for the commission and public to continue to attend the meetings remotely based upon a declaration of public emergency due to the outbreak of COVID-19.

E-2 Approve Leases for Terminal One, Lot 1 and Lot 2 to Columbia Waterfront, LLC

CEO Marler reminded the commission that this action item is being stricken from today's agenda and will be brought back later.

E-3 Approve Public Works Contract for Bid 20-26: Terminal 2 - 2020 Paving Project

Project Manager Greg Westrand introduced the action item as contained in the agenda packet and discussed it with the commission. He answered questions by the board.

On motion by Commissioner LaBrant, seconded by Commissioner Burkman and carried unanimously, the Board of Commissioners approve the Public Works Contract for Bid 20-26: Terminal 2 – 2020 Paving Project.

E-4 Approve Public Works Contract for Bid 20-24: Terminal 3 - 2020 Paving Project

Project Manager Colin Hayden introduced the action item as contained in the agenda packet and discussed it with the commission. He answered questions by the board.

On motion by Commissioner Burkman, seconded by Commissioner Orange and carried unanimously, the Board of Commissioners approve the Public Works Contract for Bid 20-24: Terminal 3 – 2020 Paving Project.

UNFINISHED BUSINESS

No unfinished business was considered at this time.

NEW BUSINESS

No new business was considered.

CEO REPORT

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

CEO Marler stated that no action has been taken under Resolution 2-2020.

COMMISSIONERS REPORT

Commissioner Burkman

Commissioner Burkman stated he had nothing to report this week.

Commissioner LaBrant

Commissioner LaBrant stated that last week, Washington Public Ports Association hosted a roundtable conversation regarding carbon pricing. He added there appears to be a fair amount of urgency on how to fund state projects due to I-976 and COVID-19. He indicated he will share the progress that is made on this matter.

Commissioner Orange

Commissioner Orange stated that the board received a couple of community comments. He referenced the comment received by Don Steinke and mentioned as the port develops and continues to build, we need to be looking at ways of reducing the port's carbon footprint. He also thanked the port team for keeping business moving.

CEO Marler asked Commissioner Orange to confirm his approval of the port's August 11, 2020 regular meeting minutes as he was muted during the vote. Commissioner Orange confirmed that he voted to approve the board's meeting minutes of August 11, 2020.

RECESS

CEO Marler suggested a recess from 9:08 a.m. until 9:15 a.m. to prepare for the workshop on the Strategic Plan Update.

WORKSHOP

Strategic Plan Update

Elizabeth Gotelli, Chief Financial & Administrative Officer introduced the workshop on the port's strategic plan update. She stated the team will report out on the status of the port's goals and strategies and on the port's response to COVID-19.

She stated following the meeting today, the port will upload the workshop materials to the port's website.

Ryan Hart, Chief External Affairs Officer discussed the status of the port's community goals and strategies.

Terminal 1 Executive Project Sponsor Jonathan Eder updated the commission on the community goal to implement the vision of a destination waterfront at Terminal 1.

Director of Economic Development Mike Bomar updated the Board on the status of port's economic development goals and strategies.

Environmental Project Manager Mary Mattix shared with the commission the status of the port's environmental goals and strategies.

Scott Goodrich, Director of Finance & Accounting discussed the status of the port's financial goals and strategies.

Chief Commercial Officer Alex Strogon and Mike Schiller, Director of Business Development updated the board with the status of the port's marine and industrial business goals and strategies.

Jonathan Eder, HR Director shared with the Commission the status of the port's organizational goals and strategies.

Lastly, Safety, Risk and Emergency Manager Scott Ouchi provided a status update on the port's response to COVID-19.

Commissioner Burkman complimented staff with advancing the port's Strategic Plan during the most difficult of circumstances. He stated he is pleased that the port has exceeded revenues and believes this is due in part to the port's diverse cargo mix.

Commissioner LaBrant stated that the port's outward facing contacts are important, especially right now. He said staff continues to connect with these contacts. He also complimented the team on its adaptability as Commissioner Burkman stated. He indicated every department is involved in every initiative.

ADJOURNMENT

There being no further business to come before the Port of Vancouver USA Board of Commissioners, the Tuesday, August 25, 2020 regular meeting was adjourned at 10:55 a.m. by CEO Julianna Marler.

Michelle Allan, Executive Services Manager, August 25, 2020, Regular Port of Vancouver USA Board of Commission Meeting

PORT OF VANCOUVER USA
BOARD OF COMMISSIONERS



Don Orange, President



Eric LaBrant, Vice President



Jack Burkman, Secretary