

**PORT OF VANCOUVER USA
BOARD OF COMMISSIONERS
REGULAR MEETING
Tuesday, January 24, 2023**

CALL TO ORDER

Commission President Orange called a regular meeting of the Port of Vancouver Board of Commissioners to order and open to the public at 9:30 a.m., Tuesday, January 24, 2023, at the Port of Vancouver USA Administrative Office, 3103 NW Lower River Road, Vancouver, Washington 98660.

OPENING REMARKS

Commissioner Orange welcomed everyone to the commission meeting. He announced no executive session was held and that the meeting is being recorded. He stated the meeting is a hybrid meeting, and along with everyone present in the meeting, anyone who wants to make virtual oral comment can use Zoom. He then invited guests to participate in the Pledge of Allegiance.

APPROVAL OF MINUTES

Regular Meeting of January 10, 2023

On motion by Commissioner Burkman, seconded by Commissioner LaBrant and carried unanimously, the Board of Commissioners approve the minutes of the January 10, 2023, regular meeting.

COMMUNITY FUND UPDATE

Community Relations Manager Julie Rawls stated that the final recipient of the port's 2022 Community Fund program was awarded to Clark College. She indicated Clark College used the funds for their annual International Day. She stated showcasing the many countries and cultures represented on campus at Clark College connected to the port's work in international trade. She indicated it also supports the port's diversity, equity, and inclusion work. She then introduced Jody Shulnak, Clark College's Associate Director of International Programs.

Ms. Shulnak provided an overview of International Day at Clark College and thanked the port for its support. Commissioner Orange expressed his appreciation to Ms. Shulnak for her presentation and work on this program.

OPEN FORUM

Commissioner Orange stated that the agenda invited public comment. Executive Services Manager Allan indicated no community members registered in advance to provide virtual oral comments. Commissioner Orange stated that there was one person present who signed up to provide comment and called them forward to speak.

Cathryn Chudy

Ms. Chudy shared her thoughts regarding agenda items. She also discussed yesterday's city council workshop regarding a moratorium on large warehouses and distribution centers.

ACTION ITEMS

E-1 Approve Contract with Gordon Thomas Honeywell Government Affairs, LLC for Federal Government Relation Services

Ryan Hart, Chief External Affairs Officer presented the action item and discussed it with the commission. On motion by Commissioner Burkman, seconded by Commissioner LaBrant and carried unanimously, the Board of Commissioners authorize the CEO to sign a personal services contract with Gordon Thomas Honeywell Governmental Affairs, LLC for an annual amount of \$140,000 including expenses, with approval for a one-year term and option to extend for four one-year extensions subject to approval in the annual budget.

E-2 Approve Contracts with Development Counsellors International, Quinn Thomas, and Outside Communications for On-Call Port Marketing Services

Ryan Hart, Chief External Affairs Officer presented 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 personal services contract with Development Counsellors International for a not-to-exceed amount of \$900,000; a contract with Quinn Thomas for a not-to-exceed amount of \$750,000; and a contract with Outside Communications for a not-to-exceed amount of \$300,000.

E-3 Approve Change Order 1 for Purchased Service Contract Bid 22-43: Landscape Maintenance - Parcel 3 Berm

Mark Newell, Project Delivery Manager, presented 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 Change Order #1 in the amount of \$10,856.46 with Sound Native Plants, Inc. for Purchased Service Contract Bid 22-43: Landscape Maintenance - Parcel 3 Berm, revising the total contract amount to \$304,918.48 including Washington State Sales Tax.

UNFINISHED BUSINESS

No unfinished business was considered.

NEW BUSINESS

No new business was discussed.

CEO REPORT

No CEO report was provided. CEO Marler was not present.

COMMISSIONERS REPORTS

Commissioner Burkman stated he attended the following events and provided a brief summary:

- Martin Luther King Breakfast
- Pacific Northwest Waterways Association (PNWA) Monthly Membership Meeting
- Labor Roundtable
- Meeting with Eric ffitch, Washington Public Ports Association Executive Director

He also discussed the City of Vancouver's proposed resolution for a moratorium regarding large warehouses and distribution centers. He stated the city is recommending an exemption for the Port of Vancouver if the port retains the property and does not deal with e-commerce. He recommended his fellow commissioners support this exemption and support his idea to testify before city council in support of the exemption.

Commissioner LaBrant stated he attended the following events and provided a brief summary:

- Martin Luther King Breakfast
- Meeting with Eric ffitch, Washington Public Ports Association Executive Director

Commissioner Orange stated he attended the following events and provided a brief summary:

- Meeting with Executive Services Manager Michelle Allan
- Meeting with Eric ffitch, Washington Public Ports Association Executive Director

UPCOMING EVENTS

A list of upcoming events was displayed on the screen for viewers to see staff activities and community meetings. Executive Services Manager Michelle Allan stated the next commission meeting scheduled for February 14 will begin at 9:30 a.m. She also highlighted several other upcoming community events.

In addition, she 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.

WORKSHOP

No workshop was held during this meeting.

SIGN DOCUMENTS

The Board signed documents at 10:14 a.m.

ADMINISTRATIVE UPDATE / WORK SESSION

No administrative work session was held during this meeting.

ADJOURNMENT

There being no further business to come before the Port of Vancouver USA Board of Commissioners, the Tuesday, January 24, 2023, regular meeting was adjourned at 10:16 a.m. by Commissioner Orange.

PORT OF VANCOUVER USA
BOARD OF COMMISSIONERS

Betsy Rogers, Administrative
Supervisor, January 24, 2023, Regular
Port of Vancouver USA Board of
Commission Meeting

Don Orange, President



Eric LaBrant, Vice President



Jack Burkman, Secretary