

Cook Inlet Harbor Safety Committee Managing Board EOY Meeting Summary

December 6, 2023, 10am-11am AKST

Board Attendees:

Captain Ron Ward – Vice President
Mike Munger – Secretary/Treasurer
Captain Paul Mehler – HSC Chair
Captain Jeff Brue – Member-At-Large

Other Attendees:

LT Caroline Wilkinson, NOAA
CPO Stephen Braun, USCG
PO2 Elizabeth Burges, USCG
Cassandra Johnson, CIRCAC
Haley Griffin, Nuka Research
Sierra Fletcher, Nuka Research

Call to Order and Approval of Agenda

The CIHSC Managing Board Meeting was called to order at 10:07 am (AKST) by Captain Ron Ward for this meeting.

**Motion Captain Paul Mehler, Mike Munger to approve the agenda as presented.
Motion passes with no objection.**

Review of Action Items from August 3, 2023

Mr. Munger to create a certificate of appreciation for Tim Robertson.

- ◇ Mr. Munger provided an update to the group, stating that he ordered a workable antique sextant and plans on purchasing a custom-made plaque to mount it. He suggested that the certificate is presented to Tim at the next Committee meeting. Captain Mehler concurred. The Board agreed that the Committee could fund the cost of the plaque and extended appreciation to Mr. Munger for paying for the sextant.

Captain Mark Nielsen to follow up with Olympic Tug & Barge for their contribution.

- ◇ Olympic Tug & Barge has made their contribution. This item triggered the discussion of presenting a letter of appreciation to Mark Nielsen for his contributions on the Managing Board and Committee. Captain Mehler will work with Ms. Griffin to draft a letter of appreciation for Mr. Nielsen.

Ms. Johnson and Mr. Munger to follow up with the Managing Board if signatures are needed to close out the Wells Fargo bank account.

- ◇ Ms. Johnson confirmed that no signatures were needed to close the Wells Fargo account.

Mayor Micciche and Captain Mehler to continue discussions for increasing the HSC's visibility.

- ◇ Captain Mehler updated the Board that he has had a conversation with Mayor Micciche regarding increased visibility and that he has an idea for a presentation that he will bring to the Board at a later date.

Approval of Meeting Summary August 3, 2023

Motion Mr. Munger, Captain Mehler to approve the meeting summary of August 3, 2023, as presented. Motion passes with no objection.

Officer & Committee Appointments

Ms. Griffin presented Resolutions 23-02, 23-03, and 23-04 for discussion. Captain Ward reviewed each Resolution.

Motion Mr. Munger, Captain Mehler to ratify Resolution 23-02 appointing Captain Jeff Brue as the Member-at-Large on the Managing Board of Directors and reelect the current Board Members. Motion passes unanimously.

The Board members discussed the appointment of Captain Ian Maury to the Harbor Safety Committee Vice-Chair seat and agreed that his appointment should be conducted via a vote at the next full Committee meeting. Captain Mehler offered to reach out to Captain Maury to gauge his interest in taking on this role on the Committee. Ms. Griffin stated that she will look into the Bylaws and previous meeting summaries to provide the Board with procedural steps to take when appointing a new HSC Vice-Chair.

Motion Mr. Munger, Captain Mehler to ratify Resolution 23-03 appointing Garrett St. Clair to the primary Recreational Boaters stakeholder seat. Motion passes unanimously.

Motion Mr. Munger, Captain Mehler to ratify Resolution 22-04 committee member reappointments. Motion passes unanimously.

Captain Brue then joined the meeting, and the Board welcomed and congratulated him on his new position.

Secretary/Treasurer's Report

Mr. Munger and Ms. Johnson spoke to the completed transfer in banks from Wells Fargo to Key Bank. The Wells Fargo account was closed on November 21, 2023, after the HSC's funds were removed, and transferred to Key Bank. Moving forward, Key Bank will be the sole bank used by the Harbor Safety Committee. Ms. Johnson also spoke to the account funds on the financial summary dated November 30, 2023.

Mr. Munger provided an overview of the budget report, and the Board discussed the status of contributing and non-contributing entities. Captain Ward reviewed the outstanding contributions and stated that the Committee is in good shape financially. He stated that he will reach out to Tote Maritime for their contribution.

Committee Chair Report

Captain Mehler expressed the intent to hold the Spring 2024 Committee meeting in April or May in Anchorage at the University of Alaska Anchorage. Captain Ward stated April would be better because it is less likely cruise ships will be coming into port at that point in the year. Mr. Munger added that the meeting would need to take place after April 20th due to availability constraints.

Ms. Fletcher asked the Board if they would like to host a hybrid meeting or one that is fully in-person in the Spring. Captain Ward and the other Board members agreed to forgo the extra expense and hold an in-person meeting.

Captain Mehler reported on the list of presentation options for the Spring Committee meeting and asked the Board to choose two presentations. An operational briefing from Marine Exchange of Alaska and presentation on tsunamis in Cook Inlet by NOAA were chosen. Mr. Munger commented that a brief overview of the tsunami study was given recently at a CIRCAC meeting and that these two topics will be worthwhile for the Committee members.

Captain Mehler spoke to the webpage, noting that he has spoken to other Committee Chairs around the country and feels that establishing a LinkedIn page could help target a wider audience and act as another avenue to share information. Looking at other Safety Committee LinkedIn pages will help this Committee adopt best practices. Ms. Fletcher suggested a press release could be sent out before or after every Committee meeting and be posted on the LinkedIn page. Facebook was also discussed as a possible avenue for extending visibility, but the group agreed that LinkedIn is more appropriate for this professional context.

Lastly, Captain Mehler reported the release of the 2023-2024 Cook Inlet Ice Guidelines and emphasized the importance of sending them out for the safety of mariners.

Facilitator's Report

Ms. Griffin spoke to the success of the Fall Committee meeting and thanked the Board for their participation and reported that changes to the Harbor Safety Plan have been finalized and will be posted on the website. She brought forth a suggestion made by Bill Wolverton regarding the addition of a sub-sea oil pipeline operators' seat to the Managing Board. The Board discussed and decided not to add such a seat.

Ms. Griffin reported that Michael Keefe showed interest in applying for the Tanker Operators seat vacated by Angelina Fuschetto. Captain Brue asked about the procedures for moving an alternate seat to the primary, as Captain Mark Maxim is currently the alternate. The Board discussed and agreed that Captain Maxim will be moved to the primary Tanker Operators seat.

Motion Mr. Munger, Captain Brue to move Captain Mark Maxim to the primary Tanker Operators stakeholder seat. Motion passes with no objection.

New Business

The 2024 budget was reviewed, and Captain Ward stated that it is in good shape. Ms. Fletcher spoke to the facilitation services provided to the CIHSC by Nuka Research Mr. Munger, Captain Ward, and Captain Mehler agreed to have Nuka continue as facilitators and thanked Ms. Fletcher and Ms. Griffin for their work.

Captain Mehler stated that he is attending the 2024 National HSC Committee conference and asked if others will be attending or if there were any topics to present/focus on. Captain Ward suggested talking about ice/tidal conditions and paying attention to the whale strike issue. Ports are indiscriminately reducing speed due to this issue and there are concerns on

overreach. Mr. Munger stated that he will look into registering and Captain Ward suggested that the Board as a whole could possibly attend. Captain Brue asked Captain Mehler to share information for the meeting.

Review Action Items

- ◇ Mayor Micciche/Captain Mehler to continue brainstorming ideas for increasing the HSC's visibility. *ongoing*
- ◇ Ms. Griffin will send Mr. Munger revised Resolutions 23-02, 23-03, and 23-04 to be signed. *complete*
- ◇ Ms. Griffin/Captain Mehler to draft a letter of appreciation for Mark Nielsen. *complete*
- ◇ Captain Mehler will reach out to Captain Maury regarding the HSC Vice-Chair position. *complete*
- ◇ Ms. Griffin will look into the Bylaws and previous meeting summaries to provide the Board with procedural steps in appointing a new HSC Vice-Chair. *complete*
- ◇ Captain Ward will reach out to Tote Maritime for their 2023 contribution. *complete*
- ◇ Ms. Griffin/Captain Mehler to conduct outreach to NOAA and MXAK for presentations at the Spring 2024 Committee meeting. *complete*
- ◇ Ms. Griffin/Captain Mehler to set up a CIHSC LinkedIn page. *complete*
- ◇ Ms. Griffin will connect with Vinnie Catalano before posting the HSP and record of changes on the website. *complete*
- ◇ Ms. Griffin will send out a vacancy announcement and solicit a resume from Michael Keefe for the alternate Tanker Operators seat. *complete*
- ◇ Ms. Griffin will reach out the Board in mid-late February to obtain their availability for a meeting March. *complete (for April Board meeting)*
- ◇ Captain Mehler to send Captain Brue information on the 2024 National HSC Conference. *complete*

Next Meeting

The next meeting is projected for the end of March 2024. At this meeting, Captain Mehler and any other Board Members that attend the 2024 National Harbor Safety Committee Conference will provide updates from the Conference and materials will be organized for the full Committee meeting in April.

Motion Mr. Munger, Captain Mehler to adjourn meeting. Motion passes with no objection. Meeting adjourned at 11:11 AM.

Meeting Materials:

1. August 3, 2023, Meeting Summary
2. 231006 Roster Packet Version
3. 2023 Receivables Report (November)
4. 2024 Draft Budget
5. Resolutions (1 attachment)
 - a. 23-02 – Officers
 - b. 23-03 – Committee Appointment
 - c. 23-04 – Committee Reappointments
6. Resumes and Letter of Interest (1 attachment)
 - a. Captain Jeff Brue, Captain Ian Maury, and Garrett St. Clair