

Cook Inlet Harbor Safety Committee Managing Board Annual Meeting

Summary

December 6, 2022

10am-11am (AKST)

Webinar information is below

Attendees:

Senator Peter Micciche – President
Captain Ron Ward – Vice President
Mike Munger – Secretary/Treasurer
Captain Mark Nielsen – Member
LT William Mason, USCG
Jeremy Allen, USACE

David Blossom, ADEC
Steve “Vinnie” Catalano, CIRCAC
Cassandra Johnson, CIRCAC
Tim Robertson, Nuka Research and Planning
Group, LLC
Haley Griffin, Nuka Research and Planning
Group, LLC
Sierra Fletcher, Nuka Research and Planning
Group, LLC

Other:

Col Chris Pike, USAF ALCOM

Call to Order and Approval of Agenda

The CIHSC Managing Board Meeting was called to order at 10:01 am (AKST) by Senator Micciche for this meeting.

**Motion Mike Munger, Senator Micciche to approve the agenda as presented.
Motion passes with no objection.**

Review of Action Items from August 11, 2022

No outstanding action items.

Approval of Meeting Summary August 11, 2022

Motion Captain Ward, Mike Munger to approve the meeting summary of August 11, 2022, with the addition of a friendly amendment. Motion passes with no objection.

Secretary/Treasurer’s Report

Mr. Munger spoke to the financial summary dated November 28, 2022. He provided an overview of the 2023 draft budget report, and the Board discussed the status of contributing and non-contributing entities.

Action Item: Senator Micciche will contact Buddy Custard for Alaska Chadux and Todd Duke for Resolve Marine regarding their 2022 contribution status.

Committee Chair Report

Mr. Robertson reported on Captain Mehler’s behalf that there is the intention to hold another full Committee meeting in April/May of 2023. There are number of items on the worklist for each of the workgroups which can be brought to the next meeting. Continuing to share training and other opportunities within the Committee is also a priority.

Facilitator's Report

Mr. Robertson restated the success of the full Committee meeting in September, with good attendance and available technology for the hybrid meeting. He thanked Marathon again for funding the room. He reported that the website is up to date, requesting the Board to periodically visit the website and provide input. It was suggested that the next full Committee meeting could take place in Seldovia, AK.

Mr. Robertson informed the Board of his retirement, and that his role as Facilitator will be taken over by Sierra Fletcher. He thanked the Board for the opportunity to aid with everything accomplished since the Cook Inlet Risk Assessment and the Committee's formation. The Board congratulated Mr. Robertson on his retirement and thanked him for his work on the Committee.

Membership Committees and Workgroups

Mr. Robertson reviewed appointments made via email which will be ratified during today's meeting. He presented the resolution.

Motion Mark Nielsen, Captain Ward to ratify Resolution 22-06 with Bryan Crisp as the At Large Primary and Justin Theriot as the At Large Alternate and other names as they stand. Motion passes unanimously.

Vacancies

Mr. Robertson asked the Board for help clarifying who should take over this position.

Action Item: Senator Micciche will reach out to Brenda Ahlberg at the Office of Emergency Management and Chief Trent Burnett from Nikiski Fire regarding the Ex-Officio Kenai Peninsula Borough vacancy.

Ex-Officio

Col. Scott Carpenter, Donna West, PO1 Nicole Rice, Bryan Crisp departure; welcome Jeremy Allen, Daniel Craig, and LT William Mason

No action item is needed here.

New Business

Mr. Robertson reviewed the draft 2023 budget. Captain Ward commented that with the increase in CPI he proposes to increase the contracted services to Nuka Research. Mr. Robertson reviewed the history of contracted services expenses, and the Board discussed the possibility of increasing the budget.

The income was based on receiving the same number of payments as received in 2022, which currently is 14 members. The budget will use a portion of the funds left over in the account from 2022 to cover the expenses in 2023. Whether or not membership rates will increase will need to be revisited in the future.

Motion Captain Ward, Mark Nielsen to approve the 2023 Budget as written with an amended annual fee increase for the contract services of Nuka Research from \$18,000 to \$21,000. Motion passes unanimously.

Ms. Fletcher thanked the Board for their continuation with Nuka Research as the contracted facilitation team.

Review Action Items

- Senator Micciche will contact Alaska Chadux and Resolve Marine regarding contributions to the Committee.
- Senator Micciche will reach out to representatives from the Kenai Peninsula Borough regarding the vacant Ex-Officio seat.
- Mr. Munger will sign Resolution 22-06.
- Mr. Munger and Ms. Griffin will formalize the 2023 Budget.
- Ms. Griffin will prepare the contribution letters to be sent out in January 2023.

Next Meeting

The next meeting is TBD.

Motion Captain Ward, Mike Munger to adjourn meeting. Motion passes with no objection. Meeting adjourned at 10:42 AM.

Meeting Materials:

1. August 11, 2022 Meeting Summary
2. 220926 Roster Packet Version
3. Resolution 22-06 – Committee Appointments
4. 2022 Receivables Report (November)
5. 2023 Draft Budget
6. Current Roster
7. Resumes and Letters of Interest from New Appointees