

Cook Inlet Harbor Safety Committee Managing Board Annual Meeting

DRAFT Summary

September 21, 2021

1:30pm (AKDT)

Attendees:

Senator Peter Micciche – President
Mike Munger – Secretary/Treasurer
Captain Mark Nielsen – Member
Stephen Ribuffo – HSC Chair
Captain Ron Ward – Vice President

Other:

Steve Catalano, Cook Inlet RCAC
Tim Robertson, Nuka Research and Planning
Group, LLC
Emily Haynes, Nuka Research and Planning
Group, LLC
Sara Nichols, Nuka Research and Planning
Group, LLC

Ex Officio:

LT Hadley Owen, NOAA

Absent: Jade Gamble (Ex-Officio), LT Mateusz-Lemanski (Ex-Officio)

Call to Order and Approval of Agenda

The 22nd regular meeting of the CIHSC Managing Board Meeting was called to order at 1:33 PM (AKDT) by President Micciche.

Motion Munger, Ward to approve the agenda as presented. Amended to move Facilitator's Report (IV.c) before Secretary/Treasurer's Report (IV.a). Amended Motion passes with no objection.

Review of Action Items from November 12, 2020

No outstanding action items.

Approval of Meeting Summary November 12, 2020

Motion Munger, Ribuffo to approve the meeting summary of November 12, 2020 as presented. Motion passes with no objection.

Facilitator's Report

Robertson reported the last Board meeting was November 12, 2020 and there have been coordination difficulties in planning Board and Committee meetings. Today's meeting will need to address committee nominees, appointments, election of officers, and outline steps for future meeting coordination.

Communications: The website has been updated and maintained. Robertson shared the website activity over the past year which peaked in December 2020 and has steadily decreased since. The website is the main communication tool for outside entities and we need to continue to make that the forefront of our outreach.

Contribution letters were sent member organization. Some issues arose with electronic payment; however, all contributors were able to make payment.

Meeting Coordination:

The Harbor Safety Committee met in March by webinar and had a lot of participation and engagement.

The normal process for developing policies, standards of care, and the Harbor Safety Plan is to delegate the tasks to workgroup, which develop drafts for Committee consideration. Without active engagement by the workgroups, the work of the Committee is hampered. The Committee Coordinator worked with workgroup chairs to attempt to organize workgroup meetings, but none of the workgroups have meet in since 2019. Given the pandemic, the lack of participation is understandable, but it is vital to the work of the Committee to get them engaged again. Robertson encouraged the Board to hold a joint meeting of the Workgroup Chairs to breathe new life into the process.

Board members discussed overall lack of engagement during the pandemic which may be attributed to online-only meetings.

- Captain Nielsen suggested sending a message to committee chairs and ensure they respond and are committed to Committee involvement.
- Mr. Ribuffo will coordinate with Haynes and Workgroup chairs to set up a meeting in the next few weeks and review action items.
- Captain Ward recommend the Managing Board, Chairmen, and Workgroups attend and the Board discussed potential dates. October 12th at 1 PM was finalized and all agreed.

Captain Paul Mehler has requested a Committee meeting align with Marathon's winter ice meeting which will be held November 4th at AVTEC in Seward.

- Captain Nielsen will provide coordination with the winter ice training.
- Mr. Catalano requested a presentation at the Committee meeting of the recently-completed vessel traffic study and petroleum movement.
- Senator Micciche suggested we accept the request and prefers in-person but recognizes others may not be comfortable and we should allow for Zoom attendance.

Other Business:

The HSC attorney is retiring and the Board will need to select a replacement. Additionally, the current attorney is the registered agent and all legal communications are sent to her which will need to be updated when replaced.

Sara Nichols will be replaced by Haynes as the Committee Coordinator.

- Board members recognized Nichols for her dedication to the Committee.

Secretary/Treasurer's Report

Mr. Munger provided an overview of the budget report and the Board discussed the non-contributing entities.

- Mr. Catalano will request CIRCAC review records to ensure non-payment entities are accurate. After, Board officers will conduct outreach.
- Captain Nielsen will follow-up with Crowley, Alamar, and Olympic Tug and Barge.

- Captain Ward will follow-up with Olympic Tug and Barge, and Global.
- Senator Micciche will follow-up with Global, Delta Marine, and Matson.
- Mr. Ribuffo will follow-up with Matson.
- Mr. Munger will follow up with Ocean Marine Service.
- Captain Ward recommended removal of OSG from the list as they are not a current HSC member.
- Senator Micciche recommended possibly requesting 2021 and 2022 contributions at the same time since it is near the end of the year and Captain Ward added it would be beneficial to add key points and action items in the works to motivate.

Mr. Munger will contact Kristine Schmidt, the departing attorney, to identify a replacement attorney.

Committee Chair Report

Mr. Ribuffo reported there were no updates in the Workgroups. There is a vessel firefighting training in Anchorage in late October with a practical at the Port which Captain Nielsen will be assisting. It was recommended that the Marine Firefighting Workgroup to be involved and give a presentation. Mr. Ribuffo will confirm if other operators and communities have been invited.

Committee Membership Vacancies

Tanker Operators

Matt Hight is an OSG employee which is no longer a member of the Committee

Chris Peterson (alternate) has a different role and is no longer serving

Tug & Barge Operators

Louis Audette retired

Committee Member Appointments

**Motion Ward, Nielsen to appoint Sharm Setterquist as Tug & Barge Operators
Primary. Motion passes unanimously.**

**Motion Nielsen, Munger to appoint Pete Pawlicki as Tug & Barge Operators
Alternate. Motion passes unanimously.**

**Motion Munger, Ward to appoint Angelina Fuschetto as Tanker Operators
Primary. Motion passes unanimously.**

**Motion Ribuffo, Ward to appoint Bill Wolverton as Offshore Oil Production
Primary. Motion passes unanimously.**

Motion Munger, Nielsen to elect Peter Micciche as Board President, Ron Ward as Board Vice President, Mike Munger as Board Secretary/Treasurer, Mark Nielsen as Board Member, and Steve Ribuffo as HSC Chair and Board Member. Amended to accept Ribuffo's resignation as HSC Chair and Board Member, and elect Paul Mehler as HSC Chair and Board Member. Amended motion passes unanimously.

Budget Review & Approval

Robertson reviewed the budget.

Motion Munger, Nielsen to approve the 2022 Budget as presented. Motion passes with no objection.

Attorney Status

Mr. Munger will speak with Kristine Schmidt, current attorney, on remaining on or recommending a replacement attorney.

Fall Committee Meeting

Mr. Ribuffo and Captain Mehler will meet to handoff HSC Chair and Board Member duties. Captain Mehler is unavailable October 12th for a Board, Chair, and Workgroup meeting. Captain Mehler, Haynes, and Robertson will coordinate to reschedule.

Review Action Items

- Nuka and HSC Chair to coordinate on Workgroup Chairmen meeting in advance of Fall Committee meeting.
- Nuka and HSC Chair to coordinate on scheduling Fall Committee meeting.
- Mr. Munger will engage with Kristine Schmidt for continuation of attorney duties or to identify replacement.
- Board members will conduct contribution outreach:
 - Mr. Catalano will research payment and provide a list of non-paying entities.
 - Captain Nielsen will follow-up with Crowley, Alamar, and Olympic Tug and Barge.
 - Captain Ward will follow-up with Olympic Tug and Barge, and Global.
 - Senator Micciche will follow-up with Global, Delta Marine, and Matson.
 - Mr. Ribuffo will follow-up with Matson.
 - Mr. Munger will follow up with Ocean Marine Service.
- Captain Nielsen will confirm Captain Mehler is available to serve as Chair of the HSC.

Next Meeting

To be determined.

Motion Ward, Munger to adjourn meeting. Motion passes with no objection. Meeting adjourned at 2:45 PM.

Meeting Materials:

1. November 12, 2020 Meeting Summary

2. CIHSC financial report
3. 2021 Contribution report
4. Current Roster
5. Tanker Seat correspondence
6. Bill Wolverton LOI
7. Angelina Fuschetto LOI
8. Pete Pawlicki LOI
9. 2022 Budget draft