

Cook Inlet Harbor Safety Committee Managing Board Meeting Summary

April 9, 2024, 10am-11am AKDT

Board Attendees:

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

Other Attendees:

Captain Chris Coutu, AK Marine Exchange
David Blossom, ADEC
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 Mehler, Captain Brue to approve the agenda as presented. Motion passes with no objection.

Review of Action Items from December 6, 2023

Mr. Munger to provide a status update on the plaque for the certificate of appreciation created for Tim Robertson.

- ◇ Mr. Munger provided an update to the group, stating that there has been some difficulty ordering a brass plaque to mount the sextant, but he is looking to source the plaque locally. He stated his intent to have the gift ready for the upcoming Committee meeting. Captain Mehler expressed his appreciation to Mr. Munger for the work he has put into the gift.

Ms. Griffin to provide status update on the CIHSC LinkedIn page.

- ◇ Ms. Griffin stated that she has been working to obtain administrative access to the CIHSC LinkedIn page created by the platform. She will provide an update to the Board once access is granted.

Captain Mehler to provide a send status update on Mark Nielsen's letter of appreciation.

- ◇ Captain Mehler reported that a letter has been drafted and was signed last week, and that he will bring a thank you card to the April 26th meeting for everyone to sign and send in the mail with the letter.
- ◇ **Action:** Ms. Griffin will send Mark's letter of appreciation to the Board.

Mr. Munger to sign revised Resolutions 23-02, 23-03, and 23-04.

- ◇ **Action:** Ms. Griffin will send the resolutions to Mr. Munger for signature.

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

- ◇ This is an ongoing agenda item. No actionable items arose from discussion.

Approval of Meeting Summary December 6, 2023

Motion Captain Mehler, Captain Brue to approve the meeting summary of December 6, 2023, as presented. Motion passes with no objection.

Secretary/Treasurer's Report

Mr. Munger reported that no contributions had been received in March, and that the Nuka facilitation team received payment. He reviewed the standing balance of the committee, and the Ms. Griffin listed the entities that have not yet sent in a contribution for 2024. The Board discussed conducting outreach to a few of the entities for their contributions.

Committee Chair Report

Captain Mehler reported that a preparation meeting was held with David Snider (NOAA) and Dr. Barrett Salisbury (AK DNR) in early March to discuss the content and timing of their presentation at the April 26th meeting, the most updated version of the Harbor Safety Plan and the record of changes are posted on the committee website, and with Carolyn Vermette stepping down as Chair of the Navigation Work Group, the vacancy will be announced at the committee meeting to solicit individuals interested in filling the position. He also mentioned his procedure for disseminating the Ice Guidelines to the Committee this past winter, stating his goal to engage with the Navigation Work Group and have them take on this role.

Facilitator's Report

Ms. Griffin stated that preparations have taken place for the spring committee meeting and all logistics are currently set, with materials to be sent out one week before the meeting. Ms. Fletcher spoke to the standing action item of increasing visibility of the HSC, stating that a press release can be sent out to a few local media outlets after the April 26th meeting. She suggested the press release include details regarding the presentation topics and how they're connected and relevant to the HSC. Captain Mehler stated that this is a great idea.

Action: Ms. Fletcher will create a press release for the April 26th committee meeting.

Officer & Committee Appointments

Ms. Griffin presented Resolution 24-01 and 24-02 for discussion. Captain Ward reviewed each Resolution.

Motion Mayor Micciche, Captain Mehler to ratify Resolution 24-01 appointing Captain Ian Maury as the Vice Chair for the Harbor Safety Committee. Motion passes unanimously.

Motion Mayor Micciche, Mr. Munger to ratify Resolution 24-02 appointing Captain John Stewart as the SWAPA alternate. Motion passes unanimously.

Mr. Munger stated that Captain Stewart's experience will make him a big asset to the HSC. The Board expressed the desire to fill some current vacancies that exist among the alternate seats on the Committee.

Action: Ms. Griffin will send the updated roster to the Board.

Action: Ms. Griffin will reach out to Captain Maury and Captain Stewart to inform them of their appointments.

New Business

Mayor Micciche stated that additional preparation for the spring committee meeting should include conducting outreach to individuals to fill alternate seat vacancies and making appointments before the April 26th meeting. Captain Mehler stated that given the electronic

capabilities of BP Energy Center, the meeting will be hybrid to allow for more participants to attend. Captain Ward asked to extend an invitation to Tim Robertson to accept the certification of appreciation, and Ms. Fletcher stated that Tim won't be available to attend the meeting. Mr. Munger expressed his intent to present the award to Tim in person.

Review Action Items

- ◇ Ms. Griffin will send Mark's letter of appreciation to the Board. *complete*
- ◇ Ms. Griffin will provide the Board an update when admin access is processed for the HSC's LinkedIn page. *complete*
- ◇ Ms. Griffin will send Resolutions 23-02 through 23-04, and Resolutions 24-01 and 24-02 to Mr. Munger for signature. *complete*
- ◇ Ms. Griffin will send Captain Mehler and Captain Brue invoices for Marathon and Seabulk Tankers 2024 contributions. *complete*
- ◇ Ms. Fletcher will create a press release for the April 26 committee meeting. *ongoing*
- ◇ Ms. Griffin will send the HSC roster to the Board. *complete*
- ◇ Ms. Griffin will reach out to Captain Maury and Captain Stewart to advise them of their respective appointments as HSC Vice-Chair and the SWAPA alternate. *complete*
- ◇ Board members will conduct outreach to fill alternate vacancies on the HSC before the April 26th meeting. *ongoing*
- ◇ **Ongoing action item:** Mayor Micciche/Captain Mehler to continue brainstorming ideas for increasing the HSC's visibility.

Next Meeting

The next meeting will take place at 12:00pm on April 26th at the BP Energy Center. This meeting will involve discussion of any new appointments to the Committee.

Motion Mr. Munger, Captain Mehler to adjourn meeting. Motion passes with no objection. Meeting adjourned at 10:38 AM.

Meeting Materials:

1. December 6, 2023, Meeting Summary
2. 231206 Roster Packet Version
3. Resolution 24-01 (Committee Appointment) & 24-02 (HSC Vice-Chair Appointment)
4. Resume and Letter of Interest – Captain John Stewart

Current Committee Vacancies

Primary: Cruise Ship Operators

Alternate: Marine Oil Terminal Operators, Tanker Operators, Cruise Ship Operators, Small Passenger Vessel Operators, Tug & Barge Operators, Harbor Tug Operators, Offshore Oil Production Operators, Recreational Boaters, Port Mackenzie, Port of Homer, Response Organization, Salvage Organization