

THE NORTHWEST SEAPORT ALLIANCE  
MANAGING MEMBER MEETING MINUTES  
TUESDAY, NOVEMBER 6, 2018  
The Fabulich Center, Room 104  
3600 Port of Tacoma Road, Tacoma, WA 98424

**SEATTLE COMMISSIONERS PRESENT:**

Courtney Gregoire, Co-Chair  
Ryan Calkins  
Peter Steinbrueck

**SEATTLE COMMISSIONERS EXCUSED:**

Stephanie Bowman  
Fred Felleman

**NWSA STAFF PRESENT:**

John Wolfe, CEO  
Don Esterbrook, Deputy CEO  
Kurt Beckett, Deputy CEO  
Carolyn Lake, Legal Counsel  
Tom Tanaka, Legal Counsel  
Tong Zhu, CCO & CSO  
Christopher Carey, Transition Program Manager  
Jason Jordan, Director Environmental Programs  
Graham VanderSchelden, Project Manager Environmental  
Katie Whittier, Director Communications  
Nick Demerice, Director Public Affairs  
Sean Eagan, Director Government Affairs  
Evette Mason, Local Government Affairs  
Ryan McFarland, Federal Government Affairs  
Nicola Graham, Environmental Analyst II Air Quality & Sustainability  
David Morrison, Deputy Treasurer  
Erin Galeno, CFAO  
Judi Doremus, Executive Assistant  
Juliet Campbell, Clerk of the Port

**TACOMA COMMISSIONERS PRESENT:**

Don Meyer, Co-Chair  
Clare Petrich  
Don Johnson  
Dick Marzano  
John McCarthy

**9:30 AM – EXECUTIVE SESSION:**

1. CALL TO ORDER: Commissioner Gregoire called the regular meeting of the Northwest Seaport Alliance (NWSA) to order at 9:30 a.m. and adjourned into executive session for approximately one and one-half hours.
2. ADJOURN INTO EXECUTIVE SESSION:
  - One (1) matter affecting national security pursuant to RCW 42.30.110(1)(a)(i).
  - One (1) real estate leasing item pursuant to RCW 42.20.110(1)(c).
  - One (1) litigation/potential litigation item pursuant to RCW 42.30.110(1)(i).

No votes or actions were taken.

**11:30 AM – PUBLIC SESSION:**

1. RETURN TO ORDER:  
Commissioner Gregoire reconvened the regular meeting at approximately 11:40 a.m. and lead the group in the Pledge of Allegiance.
2. CONSENT AGENDA:
  - A. Minutes of October 2, 2018.
  - B. Check Certification approving the payment of checks 703988 through 704161 and wire transfers in the total amount of \$15,537,635.72 during the period of September 22, 2018 through October 26, 2018.

It was moved by Commissioner Johnson and seconded by Commissioner Meyer to approve the consent agenda.

**PORT OF SEATTLE VOTE:**

Commissioner Gregoire     Aye  
Commissioner Calkins     Aye  
Commissioner Steinbrueck     Aye

PORT OF TACOMA VOTE:

Commissioner Meyer Aye  
Commissioner Petrich Aye  
Commissioner Johnson Aye  
Commissioner McCarthy Aye  
Commissioner Marzano Aye

MOTION CARRIED 3-0 / 5-0

3. PUBLIC COMMENT: None.

4. ACTION AGENDA:

A. Workplace Needs Assessment.

*Presented by Christopher Carey, Transition Program Manager*

It was moved by Commissioner Calkins and seconded by commissioner Meyer that the Managing Members authorize advancement to Phase 2 of the Workplace Needs Assessment – Market Research.

Discussion included:

- A background of Phase 1 and the overall work plan was presented. Staff is not requesting any additional dollars with this action, but asking for authorization to move into the second phase of the work plan.
- NWSA is a regional operation with a diverse geographic footprint.
- Commissioners want the NWSA's identity clear, what that means in terms of physical space and work space is to be determined.

PORT OF SEATTLE VOTE:

Commissioner Gregoire Aye  
Commissioner Calkins Aye  
Commissioner Steinbrueck Aye

PORT OF TACOMA VOTE:

Commissioner Meyer Aye  
Commissioner Petrich Aye  
Commissioner Johnson Aye  
Commissioner McCarthy Aye  
Commissioner Marzano Aye

MOTION CARRIED 3-0 / 5-0

B. Interlocal Agreement with Washington State University for Air Quality Modeling Study.

*Presented by Graham VanderSchelden, Project Manager Environmental and Jason Jordan, Director Environmental Programs*

It was moved by Commissioner Meyer and seconded by Commissioner Petrich that the Managing Members authorize the Chief Executive Officer or his delegate to enter into an Interlocal Agreement (ILA) with Washington State University (WSU) in the amount of \$130,823, for a total authorized amount of \$130,823, for Air Quality Modeling Study, Master Identification No. 201007.01.

Discussion included:

- The ILA would cover labor, equipment, and facilities for WSU to perform an air quality modeling study for port-related sources in the Puget Sound. The results will help prioritize emission reduction measures in the Northwest Ports Clean Air Strategy to focus on the sources most affecting public health.
- Commissioners would like to see an overlay of the information gathered with the modeling study with maps of the prosperity of the area. They would also like to make sure that existing monitoring data is used to spot check the modeling.

- The research and report should remain proprietary until NWSA staff has had the opportunity to interpret and comment on the research. It was recommended that this language be included in the ILA.

**PORT OF SEATTLE VOTE:**

Commissioner Gregoire Aye  
 Commissioner Calkins Aye  
 Commissioner Steinbrueck Aye

**PORT OF TACOMA VOTE:**

Commissioner Meyer Aye  
 Commissioner Petrich Aye  
 Commissioner Johnson Aye  
 Commissioner McCarthy Aye  
 Commissioner Marzano Aye

**MOTION CARRIED 3-0 / 5-0**

**C. Public Affairs Marketing Contract.**

*Presented by Nick Demerice, Director Public Affairs and Katie Whittier, Director Communications*

After the presentation, the item was postponed to a future meeting.

**D. 2019 Government Affairs Agenda: Federal, State and Local.**

*Presented by Sean Eagan, Director, Government Affairs; Ryan McFarland, Federal Government Affairs and Evette Mason, Local Government Affairs*

The federal, state and local government affairs agenda proposals were presented. The votes on the federal and state agendas were postponed to a future meeting to allow amendments to be drafted to address comments by commissioners during the meeting.

*Commissioner Petrich left at 2:28 p.m.*

It was moved by Commissioner Marzano and seconded by Commissioner McCarthy to approve the 2019 Local Government Affairs Agenda.

Discussion included:

- The local legislative agenda includes: preserving maritime and manufacturing lands, maintaining and improving the regional freight system, future transportation infrastructure projects, and conditional street vacations at terminals 5 and 18.
- The electrification strategy for terminals in the North harbor and coordination under the state agenda and work of the project team(s).

**PORT OF SEATTLE VOTE:**

Commissioner Gregoire Aye  
 Commissioner Calkins Aye  
 Commissioner Steinbrueck Aye

**PORT OF TACOMA VOTE:**

Commissioner Meyer Aye  
 Commissioner Johnson Aye  
 Commissioner McCarthy Aye  
 Commissioner Marzano Aye

**MOTION CARRIED 3-0 / 4-0**

**5. GENERAL BUSINESS:**

**A. Q3 Review CEO Goals and Expectations.**

*Presentation by John Wolfe, CEO*

The Q3 review document outlining and providing status on the goals and expectations agreed to at the beginning of the year was provided to the commissioners in their meeting materials.

Commissioners will have the opportunity to review and bring questions to CEO Wolfe, or to the December meeting.

B. Clean Truck Program Update.

*Presented by Jason Jordan, Director Environmental Programs and Nicola Graham, Environmental Analyst II Air Quality & Sustainability*

- Correspondence was received from two state representatives related to the clean truck program. Staff will work with the NWSA co-chairs in drafting the response.
- Staff acknowledged Dolly Small from Sound Outreach from the non-profit working with the trucking community and Karen Zima, RoadOne an advocate in the trucking community working with staff through this program.
- Compliance rate is 66 percent and trending in the right direction. Also trending in the right direction for terms exiting out of the market.
- August and September were great months from a cargo perspective. There were no complaints about a shortage of trucks.
- Progressing slowly and incrementally, but progressing. There are 15 applicants for the loan program. Six were referred elsewhere as they did not qualify for our funding source. One loan has been approved. We have four signed contracts with scrapyards. Finance has committed to turning around the \$6000 scrap bonus checks three times a week in order to minimize lag time between a trucker scrapping their existing truck and obtaining the compliant truck.
- The deadline message continues to be emphasized. No non-compliant trucks will be allowed as of January 1, 2019. Regardless of whether they are in the process of getting the loan, the non-compliant truck will not be allowed on the terminal.
- Alternative plans for any leftover funds received pursuant to the Interlocal Agreement with Ecology will be accepted through May 2019.
- Issues related to truck turn times were discussed. Approaches to incentivize terminal operators to participate in different tactics to reduce congestion were discussed. Ideas included financial incentive and lease terms.

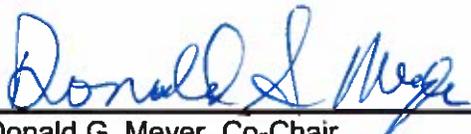
6. COMMISSIONER COMMENT:

Commissioner McCarthy: He was appointed by the governor to the Freight Mobility Investment Board.

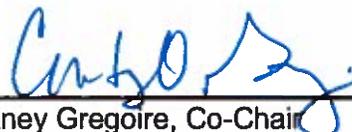
Commissioner Marzano: Reminded those present to vote.

7. ADJOURNMENT:

There being no further business, Commissioner Gregoire adjourned the meeting at approximately 3:20 p.m.



Donald G. Meyer, Co-Chair  
The Northwest Seaport Alliance



Courtney Gregoire, Co-Chair  
The Northwest Seaport Alliance

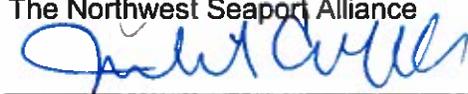
ATTEST:



Donald C. Johnson, Co-Secretary  
The Northwest Seaport Alliance



Ryan Calkins, Co-Secretary  
The Northwest Seaport Alliance



Juliet Campbell, Clerk of the Port  
The Northwest Seaport Alliance