

THE NORTHWEST SEAPORT ALLIANCE
MEMORANDUM

MANAGING MEMBERS
CONSENT AGENDA

Item No. 8C
Date of Meeting March 7, 2023

DATE: February 15, 2023

TO: Managing Members

FROM: John Wolfe, CEO

Sponsor: Dana Henderson, General Counsel

SUBJECT: Proposed Resolution 2023-01 replacing resolution 2015-04 to appoint a designated claims agent(s) pursuant to RCW 4.96.020

A. ACTION REQUESTED

SECOND READING: Request Managing Members of the Northwest Seaport Alliance adopt the proposed Resolution 2023-01 replacing Resolution 2015-04 Designating its Claims Agents.

This item is placed on Consent Agenda, as the update is administrative.

B. SYNOPSIS

Resolution 2015-04 appoints a designated claims agent pursuant to RCW 4.96.020. Louis Paulsen has retired from the organization and accordingly a new agent should be appointed, specifically, Sara Kern as Risk Manager for the NWSA. Additionally, staff recommends keeping Jeff Hollingsworth and adding in Laricel Cambroner, both of the Port of Seattle Risk Management Department (to allow for service in the North Harbor).

C. BACKGROUND

To comply with RCW 4.96.020, all claims for damages against the Alliance shall be presented to the appointed agent during normal business hours and within the applicable period of limitations within which an action must be commenced. For local

governmental entities like the Alliance, the designated agent must be appointed by the governing body.

The Alliance adopts a standard tort claim that meets the requirements of RCW 4.96.020 and posts this claim form on its web site along with instructions on how the form is to be presented and the names, addresses, and business hours of the above appointed Alliance Claims agents.

The Alliance recommends the appointment/continued appointment of the following three agents for receipt of any claim for damages against the Alliance:

- Sara E. Kern
Risk Manager
Port of Tacoma & Northwest Seaport Alliance
- Jeff J. Hollingsworth
Director, Risk Management
Port of Seattle

Or

- Laricel Cambroner
Risk Claims Manager
Port of Seattle

Once adopted, a copy of the Resolution shall be recorded with the Pierce and King County auditors.

D. ATTACHMENTS TO THIS REQUEST

- Proposed Resolution No. 2023-01
- Resolution 2015-04

E. PREVIOUS ACTIONS OR BRIEFINGS

- First Reading of Resolution 2023-01, February 7, 2023
- Adoption of Resolution 2015-04, August 4, 2015