

BOARD OF COMMISSIONERS
THE FABULICH CENTER, ROOM 104
3600 PORT OF TACOMA ROAD, TACOMA, WASHINGTON

COMMISSIONERS PRESENT

Don Meyer, President
Don Johnson, Secretary
John McCarthy, 1st Assistant Secretary
Dick Marzano, 2nd Assistant Secretary

STAFF PRESENT

John Wolfe, Chief Executive Officer
Ralph Klose, Port Counsel, Goodstein Law
Mark Little, Dir. Contracts & Purchasing
Jean West, Dir. HR
Deirdre Wilson, Sr. Mgr. Planning
Juliet Campbell, Clerk of the Port

COMMISSIONERS EXCUSED

Clare Petrich, Vice President (*arrived 10:04 am*)

9:30 AM: SPECIAL COMMISSION MEETING

1. CALL TO ORDER:

Commissioner Meyer called the Special Commission Meeting and Study Session to order at 9:30 am and lead the Pledge of Allegiance.

2. PUBLIC COMMENT: None.

3. ACTION AGENDA:

A. Subarea Plan - Intergovernmental Agreement Port of Tacoma, Puyallup Tribe and City of Tacoma.

It was moved by Commissioner McCarthy and seconded by Commissioner Marzano to approve to delegate signing authority to the Port's CEO, or his designee, to enter into an Intergovernmental Agreement (IGA) with the Puyallup Tribe of Indians, and the City of Tacoma ("funding parties") concerning cost sharing for a subarea plan of the Tacoma Tidelands, as currently proposed. The Port's contribution is up to \$500,000. The Commission vote is expressly contingent upon there being no further changes to the IGA. This action supersedes Commission action of September 20, 2018.

Vote: Motion Carries 4-0 (Commissioner Petrich excused)

4. STUDY SESSION:

A. Discussion and Action related to finalizing a Request for Proposal (RFP) for an executive search firm and selection process for a Port of Tacoma executive director.

Discussion:

- Since The Northwest Seaport Alliance (NWSA) was formed, the CEO has been serving a dual role as CEO for both the NWSA and the Port of Tacoma. It has been the expectation since the NWSA was formed that there would be separate leadership. This RFP for an executive search firm to assist with this search is an outgrowth of that expectation.
- The Commission and staff walked through the draft RFP and attachments. Consideration was given to whether cost parameters should be contained within the RFP whether the market will determine the cost and be reflected in the solicitations.
- The need to address the uniqueness of the role between the Port and the NWSA in this process was discussed. Specifically, the relationship between the NWSA and the Port related to NWSA Resolution 2018-03, the Interlocal Agreement for Management Support and the Interlocal Agreement for Support Services. Commissioner McCarthy stated that the fundamental question of the search firm and the applicant will be how many people will be managed by this leader.
- Part of the scope of work for the search firm will to define and communicate the role of this position as it is today and where it may be go in the future. It was also noted that the new leader will be responsible for \$18-20 million worth of business as well as future economic development.
- Commissioners discussed that each commissioner will be provided with the solicitations and will evaluate/rank each. The intent then is to invite the top four to provide a presentation.
- I was clarified that the published and posted notice of this Study Session included notice of possible action on this matter.

It was moved by Commissioner Johnson and seconded by Commissioner Marzano to authorize the release of the Request for Proposal.


Vote: Motion Carries 4-0 (Commissioner Petrich excused)

Commissioner Petrich joined the meeting at 10:03 am. Commissioner Meyer provided a summary of the Study Session, the vote, and the timeline moving forward.

5. COMMISSIONER COMMENT: None.

6. ADJOURNMENT:

There being no further business, Commissioner Meyer adjourned the meeting at 10:04 am.

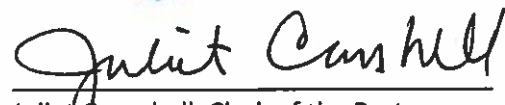


Donald G. Meyer, President
Port of Tacoma Commission

ATTEST:



Donald C. Johnson, Secretary
Port of Tacoma Commission



Julie Campbell, Clerk of the Port
Port of Tacoma