

MEETING MINUTES

Port of Tacoma Commission



REGULAR MEETING

SEPTEMBER 17, 2024 - 12:00 p.m. Public Session Start

Fabulich Center, Room #104: 3600 Port of Tacoma Road, Fife

The Port of Tacoma Commission met for a regular meeting on **September 17, 2024** at the Fabulich Center, 3600 Port of Tacoma Road, Fife, WA. Commissioners Kristin Ang, Deanna Keller, and Dick Marzano were present and in person. Commissioner Don Meyer attended the meeting remotely. Commissioner John McCarthy was excused at the start of the meeting and joined virtually during the public session. A quorum was met.

CALL TO ORDER | EXECUTIVE SESSION:

Commissioner Kristin Ang, Port of Tacoma Commission President, called the meeting to order at **10:00 a.m.** and announced the Commission would meet in **Executive Session** until **12:00 p.m.** to discuss:

- One (1) Sale of Real Estate Item – RCW 42.30.110(1)(c)
- One (1) Potential Litigation Item – RCW 42.30.110(1)(i)
- One (1) Property Leasing & Potential Litigation Item – RCW 42.30.110(1)(c) & RCW 42.30.110(1)(i)
- One (1) Acquisition of Real Estate – RCW 42.30.110(1)(b)

Executive Director, Eric Johnson, stated the factors allowed to be discussed during Executive Session in relation to real estate leasing are as follows: size and zoning of the property, distance from and connectivity to deep-water marine terminals, job creation and potential, and consistency with the Strategic Plan.

1. RETURN TO ORDER & FLAG SALUTE:

Commissioner Ang returned the meeting to order at **12:00 p.m.**, and stated the Commission met in Executive Session until **11:20 a.m.** The public meeting began with the Pledge of Allegiance. Commissioner Ang acknowledged that we are situated on the traditional homelands of the Puyallup Tribe and committed to uplifting the voices, experiences, and histories of the Indigenous people of this land.

2. APPROVAL OF AGENDA:

Commissioner Ang sought approval of the agenda. There were no objections or changes. The agenda was adopted unanimously as posted.

3. EXECUTIVE DIRECTOR'S REPORT – Eric Johnson

- Eric reported on our workforce training efforts. We contract with Workforce Central for this training and it has been a very successful partnership.
- The next Port event is our annual Touch a Truck on September 28th. It is a free public event where people can get up close to various vehicles and shipping containers used at the Port.
- An update on transportation advocacy was provided. The SR 167 Completion Project is progressing. Phase 2A addressing the interchange off of SR 167 in Puyallup came in under bid. Phase 2B is about to be entered into procurement and will address the Puyallup interchange and I5. This is the final phase of the legislative Puget Sound Gateway Program.
- The Regional Director of the EPA's Superfund Program visited the Port and toured some of our habitat creation and cleanup sites.

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- Good progress is being made on the Tideflats Subarea plan by the various partners (City of Fife, City of Tacoma, Puyallup Tribe, and the County).
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4. **PUBLIC COMMENT:** None given at this meeting.

5. **CONSENT AGENDA:**

- A. Approval of the minutes from the **8/20/24** meeting.
- B. Disbursement Certifications during the period of **8/1/24** to **9/5/24** for a total of **\$4,717,930.67**:
 1. Check numbers **11** to **139** and **141** to **204** in the amount of **\$2,229,142.14**, and electronic payments in the amount of **\$2,484,431.80**.
 2. Check number **140** to the State Auditor in the amount of **\$4,356.73**.

MOTION: Approve the Consent Agenda items as presented.

Motion was made by Commissioner Keller and seconded by Commissioner Marzano.

VOTE TAKEN VIA ROLL CALL: Motion Carried 4-0

Commissioner Ang	Aye
Commissioner Keller	Aye
Commissioner Marzano	Aye
Commissioner Meyer	Aye

6. **COMMISSION ACTIONS: Dynamics 365 Update & 2025 Investment Approval**

Erin Galeno (Chief Financial & Administrative Office), Mark Miller (Sr. Director—Information Technology), and Martyn Adamson (Sr. Manager—Information Technology/Enterprise Applications) presented on behalf of the Port. Authorization is sought for enhancements for Dynamics 365 and amendments for associated service agreements. Dynamics 365 was selected as part of the Enterprise Resource Planning (ERP) efforts to prioritize, design, develop and implement integrated software applications for business process improvements at the Port.

MOTION: Approve –

- **Project Authorization to undertake Dynamics 365 Enhancements not to exceed \$1,000,000.00; and**
- **Authorization to execute an amendment to Personal Services Agreement 071709 with Crowe LLP to add \$1,200,000.00 to perform the Dynamics 365 Enhancement Project and Dynamics 365 System Migration Assessments; and**
- **Authorization to execute an amendment to Personal Services Agreement 071658 with JFC & Associates to add \$450,000 to perform the Dynamics 365 Enhancements Project, Dynamics 365 System Migration Assessments, and Maximo related projects.**

Motion was made by Commissioner Keller and seconded by Commissioner Marzano. Discussion ensued.

***** Commissioner John McCarthy joined the meeting remotely at 12:23 p.m.*****

VOTE TAKEN VIA ROLL CALL: Motion Carried 5-0

Commissioner Ang	Aye
Commissioner Keller	Aye

Commissioner Marzano	Aye
Commissioner McCarthy	Aye
Commissioner Meyer	Aye

7. SPECIAL ORDER OF BUSINESS:

A. Proclamation 2024-07-PT – National Hispanic Heritage Month

Commissioner Marzano read the Proclamation recognizing September 15, 2024 through October 15, 2024 as National Hispanic Heritage month.

MOTION: Approve Proclamation 2024-07-PT National Hispanic Heritage Month.

Motion was made by Commissioner Keller and seconded by Commissioner Meyer.

VOTE TAKEN VIA ROLL CALL: Motion Carried 5-0

Commissioner Ang	Aye
Commissioner Keller	Aye
Commissioner Marzano	Aye
Commissioner McCarthy	Aye
Commissioner Meyer	Aye

***** Commissioner Don Meyer left the meeting at 12:48 p.m.*****

8. NEW BUSINESS: None given at this meeting.

9. COMMITTEE REPORTS:

A. DEI Committee Report

Commissioner Ang reported the DEI Team continues to meet monthly. The subcommittees presented their high-level strategies for each of the plan’s focus areas at the August meeting. We were also joined by three members of the Port of Seattle’s Office of Equity, Diversion & Inclusion Department (OEDI), who provided the team with an overview of their program, including how they started and continue to work to include DEI initiatives throughout their organization. Next steps include reviewing the subcommittees proposed strategies toward development of our own DEI Plan. Commissioner Marzano added that these efforts are an ongoing evolution of the work and thanked the staff members involved. Commissioner Ang thanked Port of Seattle’s OEDI and recognized staff’s work.

10. ISSUE BRIEFINGS:

A. 2025 Budget Priorities & 5-year Capital Investment Plan (CIP)

Erin Galeno (Chief Financial & Administrative Office) from the Port presented. This is the annual briefing in preparation of our 2025 budget approvals, which will be sought at a future meeting this year. She provided a high-level overview with preliminary numbers, and requested feedback from the Commission, as we move forward in the budget development process.

11. ANNOUNCEMENTS / COMMISSIONER COMMENTS:

A. Executive Director, Eric Johnson: Announced that our Port Communications Department recently won one of the AAPA's top awards in digital communications for the *Working Waterfront* series. Our next Commission meeting will be a Joint Study Session with the City of Fife on October 2nd, addressing homelessness and transportation challenges.

B. Commissioner Marzano: Congratulated Graham Johnson and the Communications Department. He reported that Dennis Flannigan, State Representative from the 27th District and a friend of Port passed away. He was a great ambassador for the Port and City of Tacoma.

C. Commissioner Keller: Traveled to eastern Washington and met with hay exporters and fruit tree growers to see how we could get more of their products out. Advocacy is a role of Commissioners. She and Commissioner Ang traveled to Canada to promote trade partnership. We have a surplus of Washington grapes. They are working to try and get restrictions lifted to send grapes to their wineries.

D. Commissioner McCarthy: Reported he was happy to hear of the workforce graduation ceremony scheduled for October 3rd. That program is going well. He is also pleased about another upcoming event for our tenants on September 24th. The 10th anniversary of Tacoma Boat Builders event will be at the end of September.

E. Commissioner Ang: Echoed Commissioner Marzano's remarks on Dennis Flannigan's passing, and also recognized the passing of journalist, Matt Driscoll. She congratulated the Communications Department on their award. She mentioned the upcoming Touch-a-Truck event and the Youth Marine Foundation's dinner on September 29th. She referenced trade and the possible impacts of tariffs on the Port. Commissioner Ang thanked Senator Maria Cantwell (for her work on trade) and Senator Patty Murray for our HMT funds (which totaled approximately \$29 million).

12. ADJOURNMENT: Commissioner Ang adjourned the meeting at **1:23 p.m.**

Attest:



Kristin Ang, President
Port of Tacoma Commission



Dick Marzano, Secretary
Port of Tacoma Commission



Helen Hickman, Clerk of the Port
Port of Tacoma