

COMMISSION AGENDA

DATE: January 31, 2020
TO: Port Commission
FROM: Eric Johnson, Executive Director, Port of Tacoma
Project Manager: Tong Zhu, Chief Commercial & Strategy Officer, NWSA
SUBJECT: Commission International Travel - January 1 through June 30, 2020

A. ACTION REQUESTED: Request approval of Commission international travel for January 1 through June 30, 2020.

B. BACKGROUND – POSSIBLE TRAVEL INCLUDES:

EVENT	VENUE(S)	DATES
<p>1. GSP/AWB Trade Mission (NWSA travel)</p> <p>Purpose: This trade mission is in partnership with Washington State Dept. of Commerce, Washington State Dept of Agriculture (WSDA), Greater Seattle Partners (GSP) and Association of Washington Business (AWB). It will include meetings at the US Embassy in Hanoi, Vietnam Ministry of Trade, Industry and Ministry of Agriculture. Will also include a factory and port tours. The mission will focus on promoting the state trade and expanding relationships with Vietnam.</p> <p>Estimated Cost: approx. \$7,750/person (\$3,750 registration/\$4,000 air from SEA-Hanoi, HoChi Minh-SEA)</p>	Hanoi/Ho Chi Minh City, Vietnam	April 17-24
<p>2. POT/Port of Hachinohe MOU Signing Ceremony (Port of Tacoma travel)</p> <p>Purpose: The two ports have had a MOU formalizing their agreement to cooperate on trade and economic development issues since 1995, renewed at five-year intervals with ceremony rotating between the two ports. The purpose of this trip is to sign the agreement and meet with Port of Hachinohe staff to discuss areas of future cooperation.</p> <p>Estimated Cost: approx. \$6,900.00/person (\$6,000 air/\$900 hotel)</p>	Hachinohe, Japan	May 13
<p>3. GSP Munich International Leadership Mission (Port of Tacoma travel)</p> <p>Purpose: This leadership mission is in partnership with Greater Seattle Partners (GSP) and Seattle Metro Chamber. The purpose of the mission is to foster stronger relationships with global leaders and businesses.</p> <p>Estimated Cost: TBD</p>	Munich, Germany	May 10-15 (Tentative-to be confirmed)


4. International Customer Visits (NWSA travel) <u>Purpose:</u> International customer visits as needed.	As Needed	As Needed
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C. SOURCE OF FUNDS

The 2020 Commission Travel Budget provides funds for Commission international travel for January 1 through June 30, 2020.

D. CONCLUSION

Request approval of Commission international travel for January 1 through June 30, 2020.



Item No.: 4A
Meeting Date: Feb. 20, 2020

Commission International Travel

January – June 2020

Tong Zhu
Chief Commercial & Strategy Officer



Action Requested



Request approval of Commission international travel as proposed for January 1 through June 30, 2020.

Background – Possible Travel



Event	Venue	Dates
GSP/AWB Trade Mission	Hanoi/Ho Chi Minh City, Vietnam	April 17-24
POT/Port of Hachinohe MOU Signing Ceremony	Hachinohe, Japan	May 13
GSP Munich International Leadership Mission	Munich, Germany	May 10-15 (Tentative-TBC)
Customer Visits	As needed	As needed

Source of Funds



The 2020 Commission travel budget provides funds for Commission international travel for January 1 through June 30, 2020.

Conclusion



Request approval of Commission international travel as proposed for January 1 through June 30, 2020.