

# ACTION ITEM MEMO

Port of Tacoma Commission



Item No: 6E  
Meeting Date: 4/26/24

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**DATE:** April 16, 2024  
**TO:** Port of Tacoma Commission  
**FROM:** Eric Johnson, Executive Director  
Project Manager: Alisa Praskovich – Chief, Strategic Projects & Commission Relations  
**SUBJECT:** Commission International Travel – June 23-28, 2024

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**A. ACTION REQUESTED**

Request approval for Commission international travel from June 23-28, 2024.

**B. BACKGROUND – POSSIBLE TRAVEL INCLUDES:**

EVENT	VENUE	DATES
<p><b>1. ASSOCIATION OF WA BUSINESSES (AWB) CANADIAN TRADE MISSION</b></p> <p><b>Purpose:</b> A one-week trade mission with 20 business leaders to Vancouver, B.C. as sponsored by Lt. Gov. Denny Heck (Dept. of Commerce &amp; Agriculture) and the AWB. Includes govt to govt meetings, business-to-business networking, port decarbonization, workforce development, manufacturing, and agriculture tours.</p> <p><b>Estimated Cost:</b> \$6,500</p>	Vancouver, Ottawa Canada	June 23-28, 2024

**C. SOURCE OF FUNDS:**

The 2024 Commission Travel Budget provides funds for Commission international travel for January 1 through June 30, 2024.

**D. NEXT STEPS**

The Commission will vote to authorize this international trip. Authorization of a trip does not guarantee that a Commissioner will participate in it.