

Briefing for PWSRCAC Board of Directors – September 2019

ACTION ITEM

Sponsor: Joe Lally and the Long Range Planning Committee

Project number and name or topic: 210 - Long Range Planning

1. Description of agenda item: Staff and the Long Range Planning Committee are requesting the Board review and approve a list of proposed protected projects for the upcoming Long Range Planning cycle. This year's proposed protected project list is included as Attachment A to this briefing sheet.

The definition of a protected project is found on page 20 of the currently approved Long Range Plan and reads:

However, some projects—such as the Observer and the annual report—do not have clear starting and ending dates but instead are presumed to be permanent, ongoing parts of the Council's operations. Any such projects determined to be permanent and ongoing or mandatory obligations based on OPA90 or our contract with Alyeska are to be classified as protected projects. The Board will annually review and approve any recommendations for protected projects. Protected projects are not subject to the project scoring as outlined later in this plan.

Protected projects have been a part of the Long Range Planning process since 2012. Since that time, protected projects have been reviewed by the full Board in January, after the December project scoring process has already taken place. Board review and approval of the proposed list of protected projects at the September meeting will allow any projects the Board would like removed from protected status to be scored and ranked. Changing the Board's review of protected projects from January to September seems to align better with the overall project scoring process.

Through this agenda item the full Board is also asked to participate in the current planning effort. To help generate Board enthusiasm and participation, the Long Range Plan Guidance Memo and associated documents are included as Attachment B. Also included as Attachment C is the New Project Briefing Sheet.

2. Why is this item important to PWSRCAC?: The Board adopted the current PWSRCAC Five-Year Strategic Plan and has committed to the use of the plan and the strategic planning process to develop annual work plans and budgets as well as continually revising and improving the strategic plan itself. The Board has directed its members and staff to work together to follow the strategic planning process that is now focused on preparing a draft FY2021-FY2025 work plan for consideration and adoption by the Board.

3. Previous actions taken by the Board on this item:

<u>Meeting</u>	<u>Date</u>	<u>Action</u>
Board	12/9/00	Board directed staff to create a project team to look at issues of a long-range plan and give a report to the Board at the February quarterly meeting.
Retreat	1/19/01	Board members Steve Lewis & Paul McCollum volunteer to work as a committee with staff to develop a proposed process for LRP to be presented to the Board at its February meeting.

Board	2/22/01	Board approved a process and schedule for developing a long-range plan and approved a fund transfer to contract with Professional Growth System for an amount not to exceed \$10,000.
Board	5/10/01	Board approved a continuation budget in lieu of proposed budget until the long-range plan is in place.
XCOM	8/24/01	XCOM approved a fund transfer from the FY02 unallocated funds in an amount of \$14,539 for costs associated with the long-range plan process.
Board	12/5/01	Board adopted the PWSRCAC Five-Year Strategic Plan for Fiscal Years 2003-2007.
Board	12/5/02	Board adopted the PWSRCAC Five-Year Strategic Plan for Fiscal Years 2004-2008.
Board	12/5/03	Board adopted the PWSRCAC Five-Year Strategic Plan for Fiscal Years 2005-2009.
Board	12/4/04	Board adopted the PWSRCAC Five-Year Strategic Plan for Fiscal Years 2006-2010.
Board	1/26/06	Board adopted the PWSRCAC Five-Year Strategic Plan for Fiscal Years 2007-2011.
Board	1/25/07	Board adopted the PWSRCAC Five-Year Strategic Plan for Fiscal Years 2008-2012.
Board	1/24/08	Board adopted the PWSRCAC Five-Year Strategic Plan for Fiscal Years 2009-2013.
Board	1/22/09	Board adopted the PWSRCAC Five-Year Strategic Plan for Fiscal Years 2010-2014.
Board	1/21/10	Board adopted the PWSRCAC Five-Year Strategic Plan for Fiscal Years 2011-2015.
Board	1/20/11	Board adopted the PWSRCAC Five-Year Strategic Plan for Fiscal Years 2012-2016.
Board	1/18/12	Board adopted the PWSRCAC Five-Year Strategic Plan for Fiscal Years 2013-2017.
Board	1/17/13	Board adopted the PWSRCAC Five-Year Strategic Plan for Fiscal Years 2014-2018.
Board	1/23/14	Board adopted the PWSRCAC Five-Year Strategic Plan for Fiscal Years 2015-2019.
Board	1/22/15	Board adopted the PWSRCAC Five-Year Strategic Plan for Fiscal Years 2016-2020.
Board	1/21/16	Board adopted the PWSRCAC Five-Year Strategic Plan for Fiscal Years 2017-2021.
Board	1/19/17	Board adopted the PWSRCAC Five-Year Strategic Plan for Fiscal Years 2018-2022.
Board	1/19/18	Board adopted the PWSRCAC Five-Year Strategic Plan for Fiscal Years 2019-2023.
Board	1/25/19	Board adopted the PWSRCAC Five-Year Strategic Plan for Fiscal Years 2020-2024.

4. **Committee Recommendation:** The Long Range Planning Committee recommends Board approval of the proposed protected project list included as Attachment A.

Current Long Range Planning Committee members are: Board members Amanda Bauer, Thane Miller, and Rebecca Skinner, the five PWSRCAC technical committee chairs consisting of Steve Lewis (POVTS Chair), Mikkel Foltmar (TOEM Chair), Jim Herbert (OSPR Chair), John Kennish (SAC Chair), Jane Eisemann (IEC Chair), and IEC member Cathy Hart (LRP Chair).

5. **Action Requested of the Board of Directors:** Approve the protected project list for the upcoming Long Range Planning Process as presented in Attachment A to this briefing sheet.

Each Director is also asked to take individual action over the next several months by participating in the Long Range Planning process.

5. **Attachments:**

A: Proposed List of Protected Projects

B: Guidance Memo (includes the following)

- One-page strategic plan
- Projects funded for FY20
- Projects proposed for FY20 that were not funded
- Projects proposed for out-years FY21-FY24
- Proposed FY21 budget template
- OPA90 & Alyeska contract requirements

C. New Project Briefing Sheet (due end of September).