

# PWSRCAC BOARD AND EXECUTIVE COMMITTEE ACTIONS

Meeting Date Action Item



**PRINCE WILLIAM SOUND**  
REGIONAL CITIZENS' ADVISORY COUNCIL

Board	3/14/2023	<b>Participation in May 2 Youth Involvement Bligh Reef Expedition:</b> The Board authorized the additional expenditure of an estimated \$215 per person for Council volunteers to attend the May 2, 2023 youth Involvement Bligh Reef Expedition in Valdez.	File Code (if any)	Responsible Draper-Reich	Disposition Done
Board	3/14/2023	<b>Approval of Resolution Increasing MasterCard Account at FNBA:</b> The Board adopted the attached corporate resolution provided by First National Bank Alaska authorizing an increase in the total credit limit for the Council's Mastercard account to \$80,000.	File Code (if any)	Responsible Hamilton	Disposition Pending
Board	3/14/2023	<b>Approval of Travel for President Archibald to Anchorage:</b> The Board approved costs for President Robert Archibald to travel to Anchorage on March 16 to meet with Alyeska interim president Betsy Haines in an approximate amount of \$500.	File Code (if any)	Responsible Fleming	Disposition Done
Board	3/14/2023	<b>Approval of IRS Form 990:</b> The Board authorize the Executive Director to sign the Form 990 on behalf of PWSRCAC and submit it to the IRS on or before May 15, 2023.	File Code (if any)	Responsible Hamilton	Disposition Pending
Board	3/14/2023	<b>Annual Evaluation of the Executive Director:</b> The Board approved extending the Executive Director's contract for one year	File Code (if any)	Responsible Crawford	Disposition Done
XCOM	2/21/2023	<b>Dispersant Literature Report Acceptance:</b> The Executive Committee the report titled "Review of Literature on Oil Spill Dispersants: 2021-2023", dated January 2023, by Dr. Merv Fingas of Spill Science, LLC, as meeting the terms and conditions of contract number 9550.22.02, and for distribution to the public." Has the report been distributed?	File Code (if any)	Responsible Verna	Disposition Pending
XCOM	2/21/2023	<b>Board Strategic Planning Contract Approval:</b> The Executive Committee authorized the Executive Director to enter into contract with Agnew::Beck in an amount necessary from FY2023 funds that will extend into June 30, 2023 for the purpose of Board strategic planning and facilitated workshop to be held September 20, 2023 in Homer, Alaska The remainder of the funds would be subsequently passed in the FY2024 budget. Is this contract in place?	File Code (if any)	Responsible Crawford	Disposition Done

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XCOM	2/21/2023	<b>Approval of International Travel to the 45th Annual AMOP Technical Seminar:</b> The Executive Committee approved approve International travel for Roger Green to attend the 45th Annual AMOP Technical Seminar, June 6-8, 2023 in Edmonton, Canada in an approximate amount of \$2,541. Has the travel taken place?	File Code (if any)	Responsible Odegard	Disposition Pending; travel
XCOM	2/21/2023	<b>OSPR Committee Appointment:</b> The Executive Committee appointed Matt Melton to the OSPR Committee with a term set to expire at the May 2023 annual Board meeting. Is this appointment in place?	File Code (if any)	Responsible Vanderburg	Disposition Done
Board	1/26/2023	<b>DIRECTOR APPOINTMENT FOR CDFU AND CITY OF CORDOVA:</b> The Board accepted the confirmations of the appointments of Robert Beedle representing Cordova District Fishermen United, and David Janka representing the City of Cordova, each with a term set to expire in May 2024. Are these appointments in place?	File Code (if any)	Responsible Fleming	Disposition Done
Board	1/26/2023	<b>APPROVAL OF LTEMP BUDGET MODIFICATION AND CONTRACT CHANGE ORDER:</b> The Board authorized an FY2023 budget modification from the contingency fund to project #9510 – Long Term Environmental Monitoring Program adding \$836 for contract expenses and approval of negotiation of a contract change order, for contract #951.22.06, with Owl Ridge Natural Resource Consultants, adding \$5,058 for compensation to archive the 1993-2021 Long-Term Environmental Monitoring Program data in the Alaska Ocean Observing System and extending the term of the contract to March 31, 2023. [Note: This change order would increase the total contract amount to \$68,007.]Are these steps in place?	File Code (if any)	Responsible Love	Disposition Done
Board	1/26/2023	<b>APPROVAL OF FY2023 BUDGET MODIFICATIONS:</b> The Board approved the proposed FY2023 budget modifications as listed on the provided sheet, with a total revised contingency in the amount of \$128,778. Are these modifications in place?	File Code (if any)	Responsible Hamilton	Disposition Done
Board	1/26/2023	<b>REPORT ACCEPTANCE: SECONDARY CONTAINMENT SYSTEM EVALUATION METHODS:</b> The Board accepted the report titled "Methodologies for Evaluating Defects in the Catalytically Blown Asphalt Liner in the Secondary Containment System at the Valdez Marine Terminal" by Dr. Craig H. Benson dated November 29, 2022, as meeting the terms and conditions of Contract 6512.22.02, with direction to staff to forward the report to Alyeska, and state and federal regulators accompanied by a cover letter summarizing findings and recommendations with requests for appropriate action and a complete response; and authorized staff to negotiate a contract change order, for contract #6512.22.02, with Dr. Craig H. Benson, adding \$7,900 for compensation to attend meetings with the Council, Alyeska, and state and federal regulators promoting the findings and recommendations of his November 29, 2022 report and extending the term of the contract to June 30, 2023. Are these steps in place?	File Code (if any)	Responsible Love	Disposition Done

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Board	1/26/2023	<b>CREATION AND APPOINTMENT OF TEMPORARY RECREATION SEAT:</b> The Board approved: a waiver of Administrative Procedure 16-01 "Consideration of an Entity for the PWSRCAC Board of Directors" for the Temporary Recreation Seat; the proposed amendment to section 2.2.1 of the PWSRCAC Bylaws to add Temporary Recreation Seat to the list of Class I Membership; the proposed amendment to section 3.2 of the PWSRCAC Bylaws to add the following language: The Board of Directors may appoint an entity or individual to serve as a Class I or Class II member on a temporary basis, on terms and conditions as may be determined by the Board, by action of the Board as provided in this section; and, the appointment of Jim Herbert to fill the Temporary Recreation Seat as a Class I member with a term set to expire at the January 2024 Board meeting or at the completion of the Request for Qualifications process, whichever comes first. Are these steps in place?	<b>File Code</b> (if any)		<b>Responsible</b>	<b>Disposition</b>
					Taylor/Crawfo	Done
Board	1/26/2023	<b>REPORT ACCEPTANCE: 2022 FORAGE FISH SURVEY:</b> The Board accepted the report titled "2022 Prince William Sound Forage Fish Observations" by Dr. Scott Pegau of the Prince William Sound Science Center dated November 28, 2022, as meeting the terms and conditions of Contract 9511.22.01, and for distribution to the public. Is the report in place?	<b>File Code</b> (if any)	900.431.221128.PegauForageRpt	<b>Responsible</b>	<b>Disposition</b>
					Verna	Done
Board	1/26/2023	<b>REPORT APPROVAL - PWSRCAC ANNUAL LONG RANGE PLAN:</b> The Board approved the Five-Year Long Range Plan for Fiscal Years 2024–2028, as developed and finalized for consideration by the Board at the January 25, 2023 Long Range Plan work session. Is this report in place?	<b>File Code</b> (if any)	210.101.230129.FiveYearLRP	<b>Responsible</b>	<b>Disposition</b>
					Crawford/Van	Done
Board	1/26/2023	<b>APPROVAL OF DISPERSANTS USE POSITION SUPPORTING MATERIALS:</b> The Board accepted the document titled "PWSRCAC Dispersant Use Position Supporting Materials" by Elise DeCola of Nuka Research and Planning Group, LLC, dated December 2022, as meeting the terms and conditions of Contract 9550.22.01, and for distribution to the public. Are the materials available to the public?	<b>File Code</b> (if any)	955.431.230127.PositionStatement	<b>Responsible</b>	<b>Disposition</b>
					Verna	Done
Board	1/26/2023	<b>REPORT ACCEPTANCE - PORT VALDEZ WEATHER BUOY DATA ANALYSIS 2019 - 2021:</b> The Board accepted the report titled "Port Valdez Weather Buoy Data Analysis 2019-2021" by Robert W. Campbell, Ph.D., of the Prince William Sound Science Center dated December 7, 2022, as meeting the terms and conditions of the Contract 6536.22.01, and for distribution to the public. Is the report in place?	<b>File Code</b> (if any)	653.431.221207.PtVdzWxBuoyData	<b>Responsible</b>	<b>Disposition</b>
					Robertson	Done
Board	1/26/2023	<b>APPROVAL OF MARINE INVASIVE SPECIES SOLE SOURCE CONTRACT:</b> The Board authorized a budget modification from the contingency fund to project 9520 Marine Invasive Species in the amount of \$8,645 for FY2023 contract expenses; and authorized the Executive Director to enter into a sole source contract with the Smithsonian Environmental Research Center for the project Marine Invasive Species Broadscale Survey in Prince William Sound in an amount not to exceed \$60,254. Are these steps in place?	<b>File Code</b> (if any)		<b>Responsible</b>	<b>Disposition</b>
					Verna	Done

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REGIONAL CITIZENS' ADVISORY COUNCIL

XCOM	1/19/2023	<b>Agenda for Upcoming PWSRCAC Board Meeting:</b> The Executive Committee approved the agenda for the PWSRCAC Board meeting, January 26-27, 2021 with changes as presented and discussed. Has the agenda been distributed?	<b>File Code</b> (if any)	210.001.230126,JanAgenda	<b>Responsible</b>	<b>Disposition</b>
					Fleming	Done
Board	12/20/2022	<b>Update on Assessment of Employee Concerns Regarding the VMT:</b> The Board authorized a budget modification from the contingency fund to project 5053: System Integrity and Safety Culture Issues in the amount of \$5,000; and authorized a \$5,000 increase to the agreement with Billie Garde for graphic design/publishing services, bringing the total contract amount for project 5053 to a not to exceed amount of \$55,000. Are these steps in place?	<b>File Code</b> (if any)		<b>Responsible</b>	<b>Disposition</b>
					Schantz	Done
Board	12/20/2022	<b>PWSRCAC Member Entity and Board Seats:</b> The Board directed staff to contact individuals from the EVOS region to temporarily fill the recreation seat, with the intent to temporarily waive Administrative Procedure 16 -01 and temporarily seat the representative selected at the January 2023 Board meeting, after which a full RFP process will be conducted. Are these steps in place?	<b>File Code</b> (if any)		<b>Responsible</b>	<b>Disposition</b>
					Taylor/Crawfo	Pending
Board	12/20/2022	<b>Facilitated Strategic Planning Session and Related Events:</b> The Board directed staff to plan on holding a Strategic Planning workshop in FY2024, by adding the full day facilitated workshop to the September Board meeting in Homer. Has the workshop taken place?	<b>File Code</b> (if any)		<b>Responsible</b>	<b>Disposition</b>
					Crawford	Pending, workshop
Board	12/20/2022	<b>Rescind COVID 19 Restrictions for In-Person Meeting:</b> The Board rescinded specific COVID-19 safety mitigation's and restrictions that were previously approved by the Board in March 2022. Rescinded restrictions to include: required mask usage, social distancing of a minimum of three feet, and requirement for food items to be served via individually packaged meals. Has this action taken place?	<b>File Code</b> (if any)		<b>Responsible</b>	<b>Disposition</b>
					Fleming	Done
XCOM	12/15/2022	<b>Acceptance of Memo by Taku Engineering Regarding the Maintenance of ballast Water Storage Tank 93:</b> The Executive Committee accepted the technical memorandum titled "Valdez Marine Terminal Tank 93 Preliminary Recommendations" by William Mott of Taku Engineering dated October 28, 2022, as meeting the terms and conditions of Contract 5081.22.01, with direction to staff to forward the memo to Alyeska and state and federal regulators. Has the report been distributed?	<b>File Code</b> (if any)		<b>Responsible</b>	<b>Disposition</b>
					Love	Done
XCOM	12/15/2022	<b>Approval of Travel to the 2023 Nonprofit Technology Conference:</b> The Executive Committee approved travel for IEC member Cathy Hart to attend the NTEN Conference, April 12-14, 2023, in Denver, Colorado, with travel costs in an approximate amount of \$2,572. Has the travel taken place?	<b>File Code</b> (if any)		<b>Responsible</b>	<b>Disposition</b>
					Willahan	Pending, travel

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XCOM	12/15/2022	<b>Planning and Process for Executive Director FY2024 Evaluation:</b> The Executive Committee approved forwarding the Executive Director performance goals to the Board for approval at the January 2023 Board meeting. Has this taken place?	File Code (if any)	Responsible Schantz	Disposition Done
XCOM	11/10/2022	<b>Contract Approval - Marine Bird Winter Surveys:</b> The Executive Committee approved a sole source contract with the Prince William Sound Science Center to conduct Project 9110 – Prince William Sound Marine Bird Winter Surveys at an amount not to exceed \$41,700. Is this contract in place?	File Code (if any)	Responsible Verna	Disposition Done
XCOM	11/10/2022	<b>Budget Modification and Contract Change Order for Terminal Operations Program:</b> The Executive Committee authorized a budget modification of \$14,560 from the contingency fund to program #5000 – Terminal Operations Program; and to authorize a change order to contract #5000.22.01 with Taku Engineering, LLC increasing the amount by \$14,560, bringing the total contract value to a not to exceed amount of \$49,060. Are these steps in place?	File Code (if any)	Responsible Love	Disposition Done
XCOM	11/10/2022	<b>Approval of International Travel to Attend PWSRCAC Volunteer Events:</b> The Executive Committee approved international travel for Dr. Roger Green to travel from Ontario, Canada to Alaska to attend PWSRCAC's Science Night, volunteer workshop, and annual holiday party, scheduled for December 1-2, 2022, in an approximate amount of \$2,537.	File Code (if any)	Responsible Willahan	Disposition Done
XCOM	11/10/2022	<b>2022 Holiday Bonus for the Executive Director:</b> The Executive Committee authorized a one-time 2022 holiday bonus for Executive Director Donna Schantz in the amount of \$400. Has the bonus been delivered?	File Code (if any)	Responsible Hamilton	Disposition Done
Board	9/22/2022	<b>3-1 CONTRACT APPROVAL: MISCOMMUNICATION IN MARITIME CONTENTS:</b> The Board authorized of a sole source contract with Dr. Zeigler through Sky Island Language Learning Research in an amount not to exceed \$55,000 for Project 8520 – Miscommunication in Maritime Contexts. Is this contract in place?	File Code (if any)	Responsible Sorum	Disposition Done
Board	9/22/2022	<b>3-2 CONTRACT APPROVAL: ADF&amp;G SUBSISTENCE HARVEST SURVEYS:</b> The Board authorized a sole source contract with Alaska Department of Fish and Game for the project Comprehensive Update of Subsistence Harvest and Uses in Prince William Sound, in an amount not to exceed \$49,750 Is this contract in place?	File Code (if any)	Responsible Verna	Disposition Done

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Board	9/22/2022	<b>4-4 APPROVAL OF LINE THROWING TRIAL SUMMARY VIDEO:</b> The Board accepted the line throwing trial summary video produced by OnPoint Outreach as meeting the terms and conditions of Contract 8012.22.03 and allow the video to be distributed to the public. Is this video in place?	<b>File Code</b> (if any)		<b>Responsible</b> Sorum	<b>Disposition</b> Done
Board	9/22/2022	<b>4-3 FY2022 AUDIT ACCEPTANCE:</b> The Board accepted the June 30, 2022 audited financial statements and audit report. Are these documents in place?	<b>File Code</b> (if any)		<b>Responsible</b> Hamilton	<b>Disposition</b> Done
Board	9/22/2022	<b>4-1 REPORT ACCEPTANCE: EVALUATION REPORT TANK 8 FLOOR &amp; CATHODIC PROTECTION SYSTEM DESIGN REVIEW:</b> The Board Accepted the report titled "Crude Oil Storage Tank 8 Floor and Cathodic Protection System Design Review" by William Mott of Taku Engineering, dated June 2022, as meeting the terms and conditions of the Contract 5056.22.01, and gave direction to staff to forward the report to Alyeska and state and federal regulators accompanied by a cover letter summarizing the findings and recommendations with requests for appropriate action and a complete response. Are these steps complete?	<b>File Code</b> (if any)	500.431.220601.TakuT8DesignRvw and 500.105.221025.Tank8CPrecAPSC	<b>Responsible</b> Love	<b>Disposition</b> Done
Board	9/22/2022	<b>4-2 REPORT ACCEPTANCE: EVALUATION REPORT OF PEER LISTENER PROGRAM:</b> The Board accepted the report titled "Evaluation Report Peer Listener Program" by Purpose Driven Consulting dated August 2, 2022, as meeting the terms and conditions of Contract 6560.22.01 and for distribution to the public.	<b>File Code</b> (if any)	646.431.220802.PeerListenEval	<b>Responsible</b> Verna	<b>Disposition</b> Done
Board	9/22/2022	<b>4-6 REPORT ACCEPTANCE &amp; UPDATE TO COUNCIL'S DISPERSANTS USE POSITION:</b> The Board approved, as amended: <ul style="list-style-type: none"> <li>• Acceptance of the report titled "Summary of Board of Directors Workshops and Draft Evidence-Based, Updated Position" by Elise DeCola of Nuka Research, dated July 26, 2022, as meeting the terms and conditions of Contract 9550.22.01, and for distribution to the public, as amended at this meeting.</li> <li>• Adoption of the Dispersant Use Position dated July 26, 2022, as presented and amended at this meeting, as follows: <ul style="list-style-type: none"> <li>o Addition of new subparagraph 2) d. <ul style="list-style-type: none"> <li>e. There is an unproven assumption that oil on the surface is worse than oil in the water column.</li> </ul> </li> <li>o Amended 4 d) i. to read: <ul style="list-style-type: none"> <li>i. Alaska Native Tribes and rural community members in the EVOS region</li> </ul> </li> <li>o Amended 4) a. and 4) b. to add [after the word "PWS"]: ... and the oil spill affected region ... For clarity and consistency throughout the position, the phrase "PWS and the EVOS affected region" was updated where reference to PWS was made.</li> </ul> </li> </ul>	<b>File Code</b> (if any)	955.431.220926.RCACPosition	<b>Responsible</b> Verna	<b>Disposition</b> Done

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Board	9/22/2022	<b>4-7 REPORT ACCEPTANCE: OUT OF REGION OIL SPILL RESPONSE EQUIPMENT SURVEY:</b> The Board accepted the Out of Region Oil Spill Response Equipment Survey whitepaper (as updated September 2022), compiled by contractor Nuka Research and Planning Group, LLC, and Nielson, Koch and Grannis as meeting the terms and conditions of Contract 7050.22.01, and for distribution to the public. Is this report in place?	<b>File Code</b> (if any)	705.431.220901.NukaPWSOORSurv	<b>Responsible</b>	<b>Disposition</b>
					Robida	Done
Board	9/22/2022	<b>4-8 REPORT ACCEPTANCE: GENETIC ANALYSIS OF ZOOPLANKTON:</b> The Board accepted the report titled "Variation in Zooplankton Community Composition in Prince William Sound across Space and Time" by Dr. Katrina Lohan of the Smithsonian Environmental Research Center and Dr. Jon Geller of Moss Landing Marine Laboratory, dated July 5, 2022, as meeting the terms and conditions of Contract 9520.22.01, and for distribution to the public. Is this report in place?	<b>File Code</b> (if any)	952.431.220705.ZooplankVariation	<b>Responsible</b>	<b>Disposition</b>
					Verna	Done
Board	9/22/2022	<b>4-9 REPORT ACCEPTANCE: MARINE WINTER BIRD SURVEYS IN PRINCE WILLIAM SOUND:</b> The Board accepted the report titled "Marine Winter Bird Surveys in Prince William Sound" by Prince William Sound Science Center dated August 5, 2022, as meeting the terms and conditions of Contract 9110.22.01, and for distribution to the public. Is this report in place?	<b>File Code</b> (if any)	900.431.220805.WinterBirdSurv	<b>Responsible</b>	<b>Disposition</b>
					Verna	Done
Board	9/22/2022	<b>4-10 PWSRCAC LONG RANGE PLANNING:</b> The Board approved the protected project list for the upcoming Long Range Planning process as presented in Attachment A to briefing sheet 4-10. Is this list in place?	<b>File Code</b> (if any)		<b>Responsible</b>	<b>Disposition</b>
					Crawford	Done
Board	9/22/2022	<b>3-3 APPROVAL OF FY 2023 BUDGET MODIFICATIONS:</b> The Board approved the FY2023 budget modifications as listed on the provided [budget modifications] sheet, with a total revised contingency in the amount of \$96,469. Are these modifications in place?	<b>File Code</b> (if any)		<b>Responsible</b>	<b>Disposition</b>
					Hamilton	Done
XCOM	9/15/2022	<b>Ratification of Recent Board President Travel:</b> The Executive Committee approved the ratification of President Archibald's travel to Anchorage on September 14, 2022 to meet with Alyeska interim president, Betsy Haines in an approximate amount of \$500. Has the travel taken place?	<b>File Code</b> (if any)		<b>Responsible</b>	<b>Disposition</b>
					Fleming	Done
XCOM	9/15/2022	<b>Acceptance of 2021 Long-Term Environmental Monitoring Program Reports:</b> The Executive Committee accepted the reports titled "Long-Term Environmental Monitoring Program: 2021 Summary Report" and "Long-Term Environmental Monitoring Program: 2021 Technical Supplement" by Owl Ridge Natural Resource Consultants, dated May 2022, as meeting the terms of contract #951.22.06 and for public distribution. Are these reports in place?	<b>File Code</b> (if any)	951.431.220501.OwlRidgeSummary and 951.431.220501.OwlRidgeTech	<b>Responsible</b>	<b>Disposition</b>
					Love	Done

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XCOM	9/15/2022	<b>Contract Approval - Sustainable Shipping Regulatory Mandate Review:</b> The Executive committee accepted the proposal from Nuka Research and Planning Group, LLC and authorized a contract with them for an amount not to exceed \$35,000. Is this contract in place?	File Code (if any)	Responsible	Disposition
				Sorum	Done
XCOM	9/15/2022	<b>Out-of-State Travel to Pacific Marine Expo:</b> The Executive Committee approved out-of-state travel for Max Mitchell to attend the Pacific Marine Expo, November 17-19, 2022 in Seattle, Washington with total travel costs in an approximate amount of \$2,510. Has the travel taken place?	File Code (if any)	Responsible	Disposition
				Vanderburg	Done
XCOM	9/15/2022	<b>Agenda for Upcoming PWSRCAC Board Meeting:</b> The Executive Committee approved the agenda for the PWSRCAC Board meeting, September 22-23, 2022 in Seward, as presented and amended	File Code (if any)	Responsible	Disposition
				Fleming	Done
Board	6/21/2022	<b>FY2023 LTEMP Contract Change Order:</b> The Board approved an FY2023 budget modification, adding \$6,478 to project #9510 – Long-Term Environmental Monitoring Program, for contract expenses; and, approved a negotiation of a contract change order, for contract #951.22.06, with Owl Ridge Natural Resource Consultants, adding \$6,478 for compensation to archive the 1993-2021 Long-Term Environmental Monitoring Program data in the Alaska Ocean Observing System. Are these steps in place?	File Code (if any)	Responsible	Disposition
				Love	Done
Board	6/21/2022	<b>ArcticCare Sole Source Contract with Arctic IT:</b> The Board approved a three-year sole source contract (1300.21.01) with Arctic Information Technology for monitoring and supporting PWSRCAC's computer network in an estimated amount of \$72,000. Is this contract in place?	File Code (if any)	Responsible	Disposition
				Odegard	Done
Board	6/21/2022	<b>Change to the September 2022 Board Meeting Dates:</b> The Board approved a deviation from Resolution 05-03 amending the dates of the September Board of Directors meeting, with the meeting set to take place September 22-23, 2022 in Seward. Has notification been made of this change?	File Code (if any)	Responsible	Disposition
				Fleming	Done



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Board	6/21/2022	<b>Approval of New Accounting System Implementation:</b> The Board authorized a three-year sole source contract with Sockeye Consulting for help setting up and configuring the new accounting system as well as providing ongoing support and training at a total cost of an estimated \$36,908 over the three years; approved a FY2023 budget modification in the amount of \$22,500 from the capital budget to project 1300 Information Technology for the first year of the Sage Intacct subscription (\$10,500) and Sockeye Consulting contract (\$12,000); and approved a FY2023 budget modification of \$37,500 from the capital budget to the contingency fund. Are these steps in place?	<b>File Code</b> (if any)		<b>Responsible</b> Hamilson /	<b>Disposition</b> Done
Board	6/21/2022	<b>ADF Rapid Reponse Grant:</b> The Board directed staff to rescind the May 24, 2022 Executive Committee action to accept the full \$10,000 award issued by the Alaska Conservation Foundation for the Rapid Response Grant to expand the scope of services for Billie Garde (Project #5053) to include system integrity and safety culture concerns pertaining to the Trans Alaska Pipeline. Has this action taken place?	<b>File Code</b> (if any)		<b>Responsible</b> Schantz	<b>Disposition</b> Done
XCOM	5/24/2022	<b>Acceptance of ACF Rapid Response Grant:</b> The Executive Committee authorized PWSRCAC to accept the full \$10,000 award issued by the Alaska Conservation Foundation for the Rapid Response Grant, to be used to expand the scope of services for Billie Garde (Project #5053) to include system integrity and safety culture concerns pertaining to the Trans Alaska Pipeline. Has the grant been accepted?	<b>File Code</b> (if any)		<b>Responsible</b> Schantz	<b>Disposition</b> Withdrawn (see
Board	5/5/2022	<b>Director Appointment:</b> The Board approved the appointment and seating on the Board of the following selected representatives for two-year terms for each of the member entities: L. Hasenbank (AK State Chamber of Commerce), M. Vigil (Chenega IRA Council/Chenega Bay Corporation), B. Cutrell (Chugach Alaska Corporation), R. Beedle (Cordova), D. Moore (Valdez), M. Bender (Whittier), C. Herschleb (CDFU), A. Williams (Kodiak Island Borough), B. Shavelson (OSREC), and M. Malchoff (Port Graham Corporation). Are these appointments in place?	<b>File Code</b> (if any)		<b>Responsible</b> Fleming	<b>Disposition</b> Done
Board	5/5/2022	<b>Approval of Resolution 22-02 Recognizing Anil Mathur:</b> The Board adopted Resolution 22-01 recognizing and expressing appreciation for Anil Mathur's contributions to the safe transportation of oil in Prince William Sound and throughout the West Coast of the United States. Is this resolution in place?	<b>File Code</b> (if any)	210.106.220505.MatherRes	<b>Responsible</b> Fleming	<b>Disposition</b> Done
Board	5/5/2022	<b>Approval of Resolution 22-01 Recognizing Patience Andersen Faulkner:</b> The Board adopted Resolution 22-02 recognizing Patience Andersen Faulkner for her 24 years of service to the Council. Is this resolution in place?	<b>File Code</b> (if any)	210.106.220505.FaulknerRes.	<b>Responsible</b> Fleming	<b>Disposition</b> Done

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REGIONAL CITIZENS' ADVISORY COUNCIL

Board	5/5/2022	<b>FY2023 BUDGET APPROVAL:</b> The Board adopted the FY2023 budget as presented during the budget workshop on April 27,2022, and as described in the Proposed FY2023 Budget Book dated April 18, 2022 (total income is \$3,898,340, total expenses are \$4,509,296, contingency is \$100,000, capital budget of \$125,000 and net assets used are \$834,956). Is the budget in place?	<b>File Code</b> <small>(if any)</small>		<b>Responsible</b> Hamilton	<b>Disposition</b> Done
Board	5/5/2022	<b>RESOLUTION DESIGNATING PWSRCAC CHECK SIGNERS:</b> The Board adopted the resolutions provided by First National Bank Alaska to update the list of authorized individuals to sign checks and conduct financial transactions on PWSRCAC's account. Are the resolutions in place?	<b>File Code</b> <small>(if any)</small>		<b>Responsible</b> Hamilton	<b>Disposition</b> Done
Board	5/5/2022	<b>FY2023 C-PLAN CONTRACTOR POOL &amp; CONTRACT AUTHORIZATION:</b> The Board authorized individual contracts with attorney Breck Tostevin; Nuka Research and Planning Group, LLC; and Polaris Applied Sciences, Inc., for professional services, with the aggregate total not to exceed the amount approved for 651 Contingency Plan Review in the final FY2023 budget, and delegation of authority to the Executive Director to enter into individual contracts with the selected consultants. Are these contracts in place?	<b>File Code</b> <small>(if any)</small>		<b>Responsible</b> Swiss	<b>Disposition</b> Done
Board	5/5/2022	<b>FY2023 LTEMP CONTRACT AUTHORIZATION:</b> The Board (A) authorized individual contracts with NewFields Environmental Forensics Practice and Oregon State University, with the aggregate total not to exceed the amount approved in the final FY2023 LTEMP budget (Project #9510) for contract expenses, and delegation of authority to the Executive Director to enter into individual contracts with the aforementioned consultants and, (B) authorized contract work to commence prior to the start of FY2023, as approximately \$10,000 of these funds will need to be expended in May and June 2022. Are these contracts in place?	<b>File Code</b> <small>(if any)</small>		<b>Responsible</b> Love	<b>Disposition</b> Done
Board	5/5/2022	<b>PWSRCAC/ALYESKA CONTRACT COMPLIANCE VERIFICATION REPORT APPROVAL:</b> The Board accepted the PWSRCAC/Alyeska Annual Contract Compliance Verification Report. Is the report in place?	<b>File Code</b> <small>(if any)</small>	100.109.220217.ContrComplRp	<b>Responsible</b> Hamilton	<b>Disposition</b> Done
Board	5/5/2022	<b>GEOGRAPHIC RESPONSE PLANNING FOR THE COPPER RIVER DELTA &amp; FLATS:</b> The Board accepted the white paper titled, "Geographic Response Planning for the Copper River Delta and Flats," by Nuka Research as meeting the terms and conditions of contract 6540.22.01, and for distribution to the public. Is this report in place?	<b>File Code</b> <small>(if any)</small>	654.431.220301.NukaCRDFhistory	<b>Responsible</b> Robida	<b>Disposition</b> Done
Board	5/5/2022	<b>ELECTION OF OFFICERS AND MEMBERS-AT-LARGE TO EXECUTIVE COMMITTEE:</b> The Board Elected the following: President - Robert Archibald; Vice President - Amanda Bauer; Treasurer - Wayne Donaldson: Secretary - Bob Shavelson; and, Members-at-Large - Ben Cutrell, Angela Totemoff, Robert Beedle. Are these appointments in place?	<b>File Code</b> <small>(if any)</small>		<b>Responsible</b> Fleming	<b>Disposition</b> Done

# PWSRCAC BOARD AND EXECUTIVE COMMITTEE ACTIONS



Meeting	Date	Action Item	File Code (if any)	Responsible	Disposition
Board	5/5/2022	<b>Annual Board Committee Appointments:</b> The Board appointed: Cutrell, Beedle, Bauer, Williams, Totemoff, Archibald and Shavelson to the Ad Hoc Executive Director Evaluation Reivew Committttee; Donaldson, Totemoff, Archibald, and Haggerty to the Finance Committee; Archibald, Jackson and Bauer and the chairs of the five technical committees, and C. Hart to the LRP committee; Hasenbank, Moore, Beelde and Bender to the BGC; and, Moore, Archibald, Haggerty, Beedle, Zinck and Jackson to the LAC. Are these appointments in place?		Fleming	Done
Board	5/5/2022	<b>Approval of Technical Committee Appointments:</b> The Board made the following two-year technical committee appointments D.Holen, S. Allan, D. Misra and A. Aguilar-Islas to SAC; M. Cullin and G. Skladal to TOEM; J. Brookman and D. Goldstein to OSPR; G. Terpening and Max Mitchell to POVTS, and, R. Knight and K. Morse to IEC. Are these appointments in place?		Vanderburg &	Done
Board	5/5/2022	<b>APPROVAL OF IRS FORM 990:</b> The Board authorized the Executive Director to sign the FY2021 Form 990 on behalf of PWSRCAC and submit it the IRS by May 15, 2022, with the change outlined by Dixon to Schedule I, Part IV. Has the form 990 been submitted?		Hamilton	Done
Board	5/5/2022	<b>ACCEPTANCE OF AVTEC SHIP HANDLING COURSEWORK:</b> The Board accepted the coursework developed by the AVTEC Maritime Training Center as meeting the terms and conditions of contract 8014.22.01 with the Council. Is the coursework in place?		Sorum	Done
Board	5/5/2022	<b>APPROVAL OF STORAGE TANK MAINTENANCE REVIEW CONTRACT AUTHORIZATION:</b> The Board authorized a sole source contract negotiation and execution with Taku Engineering LLC for work to complete the Council's Storage Tank Maintenance Review project 5081 focused on the inspection and repair of Crude Oil Tank 2 at an amount not to exceed the amount included in the Board-approved FY2023 budget. Is this contract in place?		Love	Done
XCOM	4/28/2022	<b>Approval of full-length, April 2020 oil spill environmental monitoring report:</b> The Executive Committee accepted the report titled "Mussel Chemistry and Transcriptomic Response after a Minor Alaskan Oil Spill" dated September 22, 2021 as final and for public distribution. Is the report in place?	951.431.210922.MusslChemTrans	Love	Done
XCOM	4/28/2022	<b>Contract Approval – Forage Fish Surveys:</b> The Executive Committee approved a sole source contract with the Prince William Sound Science Center to conduct Project 9511 – Prince William Sound Forage Fish Surveys at an amount not to exceed \$46,300. Is this contract in place?		Verna	Done

# PWSRCAC BOARD AND EXECUTIVE COMMITTEE ACTIONS

Meeting Date Action Item



**PRINCE WILLIAM SOUND**  
REGIONAL CITIZENS' ADVISORY COUNCIL

XCOM	4/28/2022	<b>Approval of Secondary Containment Liner-Leakage Model Report:</b> The Executive Committee accepted the report titled "Utilizing Numerical Simulation to Estimate the Volume of Oil Leaked Through a Damaged Secondary Containment Liner" dated February 7, 2022 as final and for public distribution. Is this report in place?	<b>File Code</b> <small>(if any)</small>	500.431.220207.LinerLeakModel	<b>Responsible</b>	<b>Disposition</b>
					Love	Done
XCOM	4/28/2022	<b>Approval of contract with Dr. Craig Benson for Secondary Containment Liner work (Project #6512):</b> The Executive Committee authorized the Executive Director to negotiate a contract with Dr. Craig H. Benson for project 6512 - Secondary Containment Liner Work in an amount not-to-exceed \$50,000. Is this contract in place?	<b>File Code</b> <small>(if any)</small>		<b>Responsible</b>	<b>Disposition</b>
					Love	Done
XCOM	4/28/2022	<b>Approval of In-State Travel:</b> The Executive Committee retroactively approved in-state travel for Robert Archibald retroactively to attend the ConocoPhillips/Polar Tankers Bridge Resources Training in Seward, April 18 -20, 2022 in an amount not to exceed \$1,200. Has the travel taken place?	<b>File Code</b> <small>(if any)</small>		<b>Responsible</b>	<b>Disposition</b>
					Fleming	Done
XCOM	4/28/2022	<b>Agenda for Upcoming PWSRCAC Board Meeting:</b> The Executive Committee approved the agenda for the PWSRCAC Board meeting scheduled for May 5-6, 2022. Has the agenda been distributed?	<b>File Code</b> <small>(if any)</small>	210.001.220505.MayAgenda	<b>Responsible</b>	<b>Disposition</b>
					Fleming	Done
XCOM	4/5/2022	<b>VMT System Integrity Issues:</b> The Executive Committee authorized a transfer of \$50,000 from the contingency fund to a new project #5053 titled VMT System Integrity and Safety Culture Issues, and authorized the Executive Director to enter into a sole source contract with Ms. Billie Garde to assist with work under project 5053 VMT System Integrity and Safety Culture Issues. Is this contract in place?	<b>File Code</b> <small>(if any)</small>		<b>Responsible</b>	<b>Disposition</b>
					Schantz	Done
Board	3/8/2022	<b>Approval of FY2022 Budget Modifications:</b> The Board approved the proposed FY2022 budget modifications as listed on the provided sheets totaling \$100,551, bringing the contingency fund to \$211,881. Are these modifications in place?	<b>File Code</b> <small>(if any)</small>		<b>Responsible</b>	<b>Disposition</b>
					Hamilson	Done
Board	3/8/2022	<b>Rescind Temporary Travel Restrictions:</b> The Board approved rescinding the temporary COVID-19 travel restrictions in their entirety. Have the temporary restrictions been rescinded?	<b>File Code</b> <small>(if any)</small>		<b>Responsible</b>	<b>Disposition</b>
					Crawford	Done

# PWSRCAC BOARD AND EXECUTIVE COMMITTEE ACTIONS

Meeting Date      Action Item



**PRINCE WILLIAM SOUND**  
REGIONAL CITIZENS' ADVISORY COUNCIL

Board    3/8/2022	<p><b>Council May 5-6, 2022 Board meeting and associated events:</b> The Board approved holding the May 2022 Board meeting in-person with the following COVID-19 safety mitigations in place: Mask wearing required except when eating/drinking or speaking into a microphone; social distancing of a minimum of three feet encouraged; hand sanitization stations placed at convenient locations; commonly touched surfaces disinfected daily; lunch served via boxed lunch and drinks individually packaged; and clearly state on meeting agenda and announcements that anyone experiencing symptoms of COVID-19 should not attend the meeting. Are members made aware of this action?</p>	<p><b>File Code</b> (if any)</p> <hr/> <p><b>Responsible      Disposition</b></p> <p>Fleming              Done</p>
Board    3/8/2022	<p><b>Secondary Containment Adjudicatory Hearing Project:</b> The Board approved an FY 2022 budget modification of \$75,000 from the Contingency Fund to Project 6512 Secondary Containment Adjudicatory Hearing, for costs associated with legal counsel and technical expert consultation; and, authorize expenditures for attorney and expert fees related to the Secondary Containment Adjudicatory Hearing, delegating authority to XCOM to approve individual contracts for experts. The Board expectation is that staff will provide updates to the Board in an attempt to manage expenses. Are these steps in place?</p>	<p><b>File Code</b> (if any)</p> <hr/> <p><b>Responsible      Disposition</b></p> <p>Lally                  Done</p>
Board    3/8/2022	<p><b>Executive Director Annual Evaluation:</b> The Board approved a 5.5% pay increase effective immediately and approved extending the Executive Director's contract for one year. Are these steps in place?</p>	<p><b>File Code</b> (if any)</p> <hr/> <p><b>Responsible      Disposition</b></p> <p>Hamilton              Done</p>