

PWSRCAC BOARD AND EXECUTIVE COMMITTEE ACTIONS

Meeting Date Action Item



PRINCE WILLIAM SOUND
REGIONAL CITIZENS' ADVISORY COUNCIL

Board	3/27/2024	Approval of Out-of-State Travel to Washington, DC for Legislative Visits: The Board approved out-of-state travel for Directors Dorothy Moore and Robert Beedle to conduct annual legislative outreach visits in Washington, DC, May 5-11, 2023 in the approximate amount of \$5,114, per traveler. Has the travel taken place?	File Code (if any)	
			Responsible	Disposition
			Fleming	Pending
Board	3/27/2024	Approval of In-State Travel to Valdez for Tsunami Workshop: The Board approved in-state travel for Robert Archibald, Jim Herbert, Dave Janka, and Max Mitchell to attend the Tsunami Workshop in Valdez, June 3-4, 2024 in an approximate amount of \$2,325 per traveler; and approve a budget modification adding \$9,300 to project 8025 from the contingency fund for this travel.	File Code (if any)	
			Responsible	Disposition
			Fleming	Pending
Board	3/27/2024	White Paper Acceptance – Miscommunication in Maritime Contexts: The Board accepted the white paper titled “Miscommunication in Maritime Contexts” by Dr. Nicole Ziegler as meeting phase one of contract 8520.23.01 and allow Dr. Ziegler to seek professional publication of the paper. Is this report in place?	File Code (if any)	852.431.231331.MisComsLitSearch
			Responsible	Disposition
			Sorum/Lally	Done
Board	3/27/2024	Approval of IRS Form 990: The Board authorized the Executive Director to sign the Form 990 on behalf of PWSRCAC and submit it to the IRS on or before May 15, 2024. has the IRS Form 990 been transmitted to the IRS?	File Code (if any)	
			Responsible	Disposition
			Hamilton	Done
Board	3/27/2024	Annual Evaluation of the Executive Director: The Board approved extending the Executive Director’s contract for one year and authorized a one-time bonus of \$2,500. Have these actions taken place?	File Code (if any)	
			Responsible	Disposition
			Hamilton	Done
Board	1/25/2024	REPORT ACCEPTANCE: 2022-2023 LONG-TERM ENVIRONMENTAL MONITORING: The Board accepted the reports titled “Long-Term Environmental Monitoring Program 2022–2023 Summary Report” and “Long-Term Environmental Monitoring Program 2022–2023 Technical Supplement” by Morgan Bender of Owl Ridge Natural Resource Consultants, Inc., both dated December 2023, as meeting the terms and conditions of contract number 951.24.04, and for distribution to the public. Is this report in place?	File Code (if any)	951.431.231201OwlRidgeTech
			Responsible	Disposition
			Verna	Done
Board	1/25/2024	BUDGET MODIFICATIONS: The Board approved the FY2024 budget modifications as listed on the provided sheet, with a total revised contingency in the amount of \$111,654. Are these modifications in place?	File Code (if any)	
			Responsible	Disposition
			Hamilton	Done

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Board	1/25/2024	CONTRACT APPROVAL FOR AIR QUALITY MONITORING AT THE VMT: The Board authorized a contract with Ron Sahu, PhD, in an amount not to exceed \$50,000 to conduct work related to VMT Title V air quality permit review and associated air quality issues under project 5570 - Valdez Air Quality. Is this contract in place?	File Code (if any)	Responsible	Disposition
				Blancaflor	Done
Board	1/25/2024	APPROVAL OF FY24 CONTRACT WITH TAKU ENGINEERING FOR ENGINEERING SUPPORT: The Board authorized a contract increase with Taku Engineering in the amount of \$21,720, for a new not to exceed total of \$46,720, to provide engineering support related to Alyeska's request for information on the oxygen content of the head spaces of the VMT crude oil storage tanks. Is this contract in place?	File Code (if any)	Responsible	Disposition
				Blancaflor	Done
Board	1/25/2024	2023 VMT C-PLAN RENEWAL & APPROVAL OF C-PLAN CONTRACT INCREASE: The Board delegated authority to the Executive Director to negotiate contract increases with selected contingency plan review contractors at a cost not to exceed \$90,000 for project 6510: State Contingency Plan Reviews for FY2024. Is this contract in place?	File Code (if any)	Responsible	Disposition
				Swiss	Pending
Board	1/25/2024	BYLAW AMENDMENT – SECTION 2.2.1 ADDING A RECREATION SEAT AS A CLASS I MEMBER: The Board approved of the proposed amendment to section 2.2.1 of the PWSRCAC Bylaws to remove the Temporary Recreation Seat and add the Oil Spill Region Recreational Coalition to the list of Class I members; and, the proposed amendment to the Bylaws to include listing the definition of recreation as developed by BGC in the footnotes on page 2 of Attachment A. Are these amendments in place?	File Code (if any)	Responsible	Disposition
				Fleming	Done
Board	1/25/2024	DIRECTOR APPOINTMENT FOR OIL SPILL REGION RECREATIONAL COALITION: The Board confirmed the appointment of Jim Herbert as representing the Oil Spill Region Recreational Coalition with a term set to expire at the May 2025 annual meeting. Is this appointment in place?	File Code (if any)	Responsible	Disposition
				Fleming	Done
Board	1/25/2024	CONTRACT APPROVAL - FEDERAL GOVERNMENT AFFAIRS MONITOR: The Board approved a contract with Blank Rome to work with PWSRCAC's Federal Legislative Monitor Roy Jones, and the Legislative Affairs Committee, under project 4400 Federal Governmental Affairs in an amount not to exceed \$22,500 for Fiscal Year 2024. Is this contract in place?	File Code (if any)	Responsible	Disposition
				Lally	Done
Board	1/25/2024	PWSRCAC FY2025-FY2029 LONG RANGE PLAN APPROVAL: The Board approved the Five-Year Long Range Plan for Fiscal Years 2025–2029, as developed and finalized for consideration by the Board at the January 24, 2024 Long Range Plan work session.	File Code (if any)	Responsible	Disposition
			210.101.24012.FiveYearLRP	Vanderburg	Done

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XCOM	1/18/2024	Out-of-State Travel Request to International Oil Spill Conference: The Executive Committee approved out-of-state travel for Director Kirk Zinck and OSPR Committee member Matt Melton to attend the International Oil Spill Conference May 13-16, 2024 in New Orleans, LA in the approximate amounts of \$4,779 and \$3,881, respectively. Has the travel taken place?	File Code <small>(if any)</small>	Responsible Fleming	Disposition Pending; Zink
XCOM	1/18/2024	Agenda for Upcoming PWSRCAC Board Meeting: The Executive Committee approved the agenda for the PWSRCAC Board meeting, January 25-26, 2024 as amended.	File Code <small>(if any)</small>	Responsible Fleming	Disposition Done
XCOM	12/13/2023	Oil Spill Region Recreational Coalition: The Executive Committee recommend seating the Oil Spill Region Recreational Coalition as a Class 1 member of the PWSRCAC Board of Directors to represent recreation interests. Has the Board been made aware of this recommendation?	File Code <small>(if any)</small>	Responsible Crawford	Disposition Done
XCOM	12/13/2023	Travel for January 24, 2024 Long Range Planning Workshop: The Executive Committee authorized staff and volunteers residing outside of Anchorage city limits, for winter safety reasons, to drive to Anchorage for the January 24, 2024 Long Range Planning Workshop on January 23, 2024. Has this travel taken place?	File Code <small>(if any)</small>	Responsible Fleming	Disposition Done
XCOM	12/13/2023	Approval of International Travel to the Conference on Aquatic Invasive Species (ICAIS) Conference: The Executive Committee approved international (within Canada) travel for SAC member, Dr. Roger Green, to attend the 2024 International Conference on Aquatic Invasive Species, May 12-16, 2024 in Halifax, Nova Scotia, Canada with travel in an approximate amount of \$3,057. Has this travel take place?	File Code <small>(if any)</small>	Responsible Odegard	Disposition Done
Board	11/21/2023	Approval of FY2023 Audit: The Board approved the FY2023 audit by BDO. Is this audit in place?	File Code <small>(if any)</small>	Responsible Hamilton	Disposition Done
Board	11/21/2023	Appointment of Tim Robertson to OSPR Committee: The Board approved Tim Robertson to the OSPR Committee with a term set to expire at the May 2024 annual Board meeting. Is this appointment in place?	File Code <small>(if any)</small>	Responsible Vanderburg	Disposition Done

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Board	11/21/2023	Executive Director 2023 Evaluation: The Board awarded and 8.1% increase to Schantz' pay, retroactive to the first pay period of FY2024. Is this increase in place?	File Code (if any)	
			Responsible	Disposition
			Hamilton	Done
Board	11/21/2023	Approval of FY2024 Budget Modifications: The Board approved the FY2024 budget modifications listed on the provided sheet, with a total revised contingency in the amount of \$181,607. Are these modifications in place?	File Code (if any)	
			Responsible	Disposition
			Hamilton	Done
Board	11/21/2023	Approval of Travel for K. Morse and C. Hart to NTEN: The Board approved travel for IEC members Kate Morse and Cathy Hart to attend the NTEN Conference, March 13-15, 2024 in Portland, Oregon, with travel costs in an approximate amount of \$3,272 and \$2,963, respectively. Has the travel taken place?	File Code (if any)	
			Responsible	Disposition
			Willahan	Done
Board	9/21/2023	APPROVAL OF ANNUAL SAGE INTACCT LICENSING FEE: The Board approved a FY2024 budget modification in the amount of \$17,094 from the contingency fund into budget 1300 Information Technology for the annual Sage Intacct licensing fee; and the FY2024 licensing fee with Sage Intacct in the amount of \$17,094 for continued support of the Council's accounting system. Are these steps in place?	File Code (if any)	
			Responsible	Disposition
			Hamilton	Done
Board	9/21/2023	APPROVE DEFERRAL OF PROJECT 5591: CRUDE OIL PIPING INSPECTION REVIEW: The Board approved the deferral of TOEM project 5591: Crude Oil Piping Inspection Review transferring \$51,744 of the funds into the FY2024 contingency fund. Is this deferral in place?	File Code (if any)	
			Responsible	Disposition
			Blancaflor	Done
Board	9/21/2023	REPORT ACCEPTANCE: PORT VALDEZ WEATHER BUOY DATA ANALYSIS 2019-2022: The Board accepted the Port Valdez Weather Buoy Data Analysis 2019-2022 by Robert W. Campbell, Ph.D., and the Prince William Sound Science Center, as meeting the terms and conditions of the Contract 6536.23.01, and for distribution to the public. Is this report in place?	File Code (if any)	653.431.230901.PtVdzWxBuoyData
			Responsible	Disposition
			Robertson	Done
Board	9/21/2023	APPROVAL OF RESOLUTION IN SUPPORT OF COAST GUARD CUTTER HOMEPORTING: The Board adopted Resolution 23-01 "Urging the United States Coast Guard to Homeport a Sentinel-Class Cutter, Also Known as the Fast Response Cutter, in Port Valdez." Is this resolution in place?	File Code (if any)	210.106.230921.USCCutter
			Responsible	Disposition
			Sorum	Done

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Board	9/21/2023	PWSRCAC EFFORTS TO ADDRESS VMT SYSTEM INTEGRITY & SAFETY CULTURE ISSUES: The Board authorized a FY2024 budget modification moving \$15,000 from the contingency fund to project 5053 and authorized a professional services agreement with Billie Garde in the amount of \$15,000 to assist staff in following up on the recommendations contained in the report titled "Assessment of Risks and Safety Culture at Alyeska's Valdez Marine Terminal." Are these steps in place?	File Code (if any)		Responsible Blancaflor	Disposition Done
Board	9/21/2023	Class I Recreation Seat: The Board voted in favor of supporting the efforts to form a coalition of recreation entities to potentially fill a Class I Recreation seat on the PWSRCAC Board of Directors, and delegation of authority to the Executive Director to engage PWSRCAC legal counsel to review the draft Memorandum of Agreement provided by the groups currently proposing the Recreation Coalition. Are these steps in place?	File Code (if any)		Responsible Crawford	Disposition Done
Board	9/21/2023	REPORT ACCEPTANCE: OXYGENATED HYDROCARBONS: The Board accepted the report titled "Examining the Effectiveness of Ballast Water Treatment Processes: Insights into Hydrocarbon Oxidation Product Formation and Environmental Implications" by Maxwell Harsha and Dr. David Podgorski from the University of New Orleans dated August 1, 2023, as meeting the terms and conditions of Contract 9512.22.01, and ready for distribution to the public. Is this report in place?	File Code (if any)	951.431.230921.NOLAOxyHydro	Responsible Verna	Disposition Done
Board	9/21/2023	REPORT ACCEPTANCE: PRINCE WILLIAM SOUND MARINE BIRD WINTER SURVEYS: The Board accepted the report titled "Marine Bird Winter Surveys in Prince William Sound" by the Prince William Sound Science Center dated June 26, 2023, as meeting the terms and conditions of Contract 9110.23.01, and for distribution to the public. Is this report in place?	File Code (if any)	900.431.230626.WinterBrdSvy	Responsible Verna	Disposition Done
Board	9/21/2023	REPORT ACCEPTANCE: PEER LISTENER TRAINING MANUAL: The Board accepted the "Peer Listener Training Manual" by Agnew::Beck Consulting, Inc., dated August 1, 2023, as meeting the terms and conditions of Contract 6560.23.01, and for distribution to the public. Is the report in place?	File Code (if any)	656.431.230921.CopeTechDstrs	Responsible Verna	Disposition Done
Board	9/21/2023	PWSRCAC LONG RANGE PLANNING: The Board approved the protected project list for the upcoming Long Range Planning process as presented in Attachment A to the briefing sheet under Item 4-7 in the meeting notebook. Is the project list in place?	File Code (if any)		Responsible Crawford	Disposition Done
Board	9/21/2023	CONTRACT AUTHORIZATION: MARINE BIRD WINTER SURVEYS: The Board authorized the Executive Director to enter into a sole source contract with the Prince William Sound Science Center to conduct project 9110 Marine Bird Winter Surveys in 2024 in an amount not to exceed \$65,138. Is this contract in place?	File Code (if any)		Responsible Verna	Disposition Done

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XCOM	9/14/2023	Deferral of Project 8018 - State of the Industry: Advances in Escort Tugboat Technology and Regulatory Frameworks: The Executive Committee approved the transfer of \$45,000 from project 8018 – State of the Industry: Advances in Escort Tugboat and Regulatory Frameworks to the FY2024 contingency. Is this transfer in place?	File Code (if any)	Responsible	Disposition
				Sorum	Done
XCOM	9/14/2023	Acceptance of Report Titled “Crude Oil Storage Tank Vent Snow Damage,” by Taku Engineering, LLC.: The Executive Committee accepted the technical memorandum titled, “Crude Oil Storage Tank Vent Snow Damage,” by Taku Engineering, dated July 2023, with direction for staff to forward the memo 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. Has the report been transmitted?	File Code (if any) 500.431.230601.TankVentSnowDmg	Responsible	Disposition
				Blancaflor	Done
XCOM	9/14/2023	FY2024 budget modification to update “Then & Now,” not to exceed \$6,000: The Executive Committee approved an FY2024 budget modification in the amount of \$6,200 from the contingency fund into budget 3562 Then & Now for the update and reprinting of this document ahead of the 35th anniversary of EVOS. Is this budget modification in place?	File Code (if any)	Responsible	Disposition
				Taylor	Done
XCOM	9/14/2023	PWSRCAC’s State Legislative Monitor Contract Increase: The Executive Committee approved Gene Therriault’s requested contract increase from \$25,700 to \$31,700 to continue as a legislative monitor for FY24. Approve a budget modification from the contingency fund to Project 4410 State Government Affairs in the amount of \$6,000 to increase PWSRCAC’s Legislative Monitor contract amount to \$31,700. Is the revised contract in place?	File Code (if any)	Responsible	Disposition
				Lally	Done
XCOM	9/14/2023	Out-of-State Travel to Pacific Marine Expo: The Executive Committee approved out-of-state travel for Max Mitchell and Matt Melton to attend the Pacific Marine Expo, November 8-10, 2023 in Seattle, Washington with total travel costs in an approximate amount of \$2,116 for Mitchell (based in Homer) and \$1,456 for Melton (based in Anchorage). Has the travel taken place?	File Code (if any)	Responsible	Disposition
				Draper-Reich	
XCOM	9/14/2023	Agenda for Upcoming PWSRCAC Board Meeting: The Executive Committee approved the agenda for the PWSRCAC Board meeting, September 21-22, 2023 in Homer as presented with the changes. Is the agenda in place?	File Code (if any) 210.001.230921.SeptAgenda	Responsible	Disposition
				Fleming	Done
XCOM	7/13/2023	Acceptance of Sustainable Shipping: Regulatory Mandate Review Report: The Executive Committee accepted the Nuka Research and Planning Group report titled “Sustainable Shipping: Regulatory Mandate Review”, dated June 2023, as meeting the terms and conditions of contract number 8300.23.01 and allow for its distribution to the public.	File Code (if any) 800.431.060123.NukaSustainShip	Responsible	Disposition
				Sorum	Done

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XCOM	7/13/2023	Acceptance of POVTS Tanker Speed Reduction Operational Review Internal Memo: The Executive Committee accepted the POVTS Committee memo titled "TAPS Tanker Speed Reduction Operational Review", dated April 5, 2023 and allow for its distribution to the public. Is this report in place?	File Code (if any)	240.109.230405.TAPSSpeedReduce	Responsible	Disposition
					Sorum	Done
XCOM	7/13/2023	OSPR Committee Member Appointment: The Executive Committee appointed Nick Crump to the OSPR Committee with a term set to expire at the May 2024 annual Board meeting. Is this appointment in place?	File Code (if any)		Responsible	Disposition
					Vanderburg	Done
XCOM	7/13/2023	Approval of In-State Travel: The Executive Committee approved in-state travel for Robert Archibald to attend the USCG Sector Anchorage Change of Command ceremony in Anchorage, Alaska on July 14, 2023 in an approximate amount of \$500. Has the travel taken place?	File Code (if any)		Responsible	Disposition
					Fleming	Done
Board	5/4/2023	4-1 DIRECTOR APPOINTMENTS: The Board approved the two-year terms of the selected representatives for the following: R. Archibald (Homer); W. Donaldson (City of Kodiak); K. Zinck (City of Seldovia); M. Brittain (City of Seward); A. Bauer (City of Valdez); M. Haggerty (Kenai Peninsula Borough); E. Jackson (Kodiak Village Mayors' Association); N. Crump (PWSAC); and A. Totemoff (Tatitlek Corp. & Tatitlek IRA Council). Are these appointments in place?	File Code (if any)		Responsible	Disposition
					Fleming	Done
Board	5/4/2023	FY2024 BUDGET APPROVAL: The Board approved the adoption of the 2024 budget as presented during the budget workshop on April 29, 2023, and as described in the Draft Budget 2024 dated April 25, 2023. Total income is assumed to be \$4,264,106, total expenses are \$4,745,278, contingency of \$75,000, capital budget of \$15,000 for a total of \$571,172 net assets used. Is the budget in place?	File Code (if any)		Responsible	Disposition
					Hamilson	Done
Board	5/4/2023	3-1 APPROVAL OF RESOLUTION DESIGNATING PWSRCAC CHECK SIGNERS: 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 these resolutions in place?	File Code (if any)		Responsible	Disposition
					Hamilton	Done
Board	5/4/2023	3-2 APPROVAL OF FY2024 LTEMP CONTRACT AUTHORIZATION: The Board approved the following: a) Authorization of individual contracts with Alpha Analytical and Owl Ridge Natural Resource Consultants, Inc. with the aggregate total not to exceed the amount approved in the final FY2024 LTEMP budget (Project #9510) for contract expenses, and b) Authorization of contract work to commence prior to the start of the 2024 fiscal year to accommodate timing considerations and purchasing needs. It is estimated that up to \$15,000 of the above contract work may be performed before June 30, 2023. Are these steps in place?	File Code (if any)		Responsible	Disposition
					Verna/Love	Done

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Board	5/4/2023	3-3 FY2024 MARINE INVASIVE SPECIES SURVEY ANALYSIS CONTRACT INCREASE: Authorization of a contract increase of \$156,629 to contract #9520.23.01 - Marine Invasive Species Broadscale Survey in Prince William Sound - with the Smithsonian Environmental Research Center for a new cumulative contract total of \$216,883. (Note: \$60,254 of the proposed contract was approved in FY2023. This action is contingent upon approval of the FY2024 budget adding new funding of \$156,629 for a cumulative contract total of \$216,883.) Is this contract in place?	File Code (if any)	Responsible	Disposition
				Verna	Done
Board	5/4/2023	3-4 ANNUAL TECHNICAL COMMITTEE MEMBER APPOINTMENTS: The Board made the following two-year technical committee appointments: Cheng, Kennish, moore, Green and Donaldson to SAC; Blehm, Foltmar, Coudreau, and Kuckertz to TOEM; Scott, Steritz, and Melton to OSPR; Terpening, Mitchell, and Lewis to POVTS, and Dodson, Eisemann, Hart, Korbe and Sav. Lewis to IEC. Are these appointments in place?	File Code (if any)	Responsible	Disposition
				Vanderburg/O	Done
Board	5/4/2023	3-5 APPROVAL OF FY2023 CONTINGENCY PLAN CONTRACTOR POOL: The Board Authorized individual contracts with Nuka Research and Planning, LLC, and Attorney Breck Tostevin for professional services with the aggregate total not to exceed the amount approved for Project 651 Contingency Plan Review in the final FY2024 budget, and delegation of authority to the Executive Director to enter into individual contracts with selected consultants. Are these contracts in place?	File Code (if any)	Responsible	Disposition
				Swiss	Done
Board	5/4/2023	APPROVAL OF PWSRCAC/ALYESKA CONTRACT COMPLIANCE VERIFICATION REPORT: The Board accepted the PWSRCAC/Alyeska Annual Contract Compliance Verification Report. Is the report in place?	File Code (if any)	Responsible	Disposition
			100.109.230331.ContrComplRpt	Schantz/Hamil	Done
Board	5/4/2023	4-3 REPORT ACCEPTANCE: LTEMP TRANSCRIPTOMICS: The Board accepted the reports titled "Executive Summary: Transcriptomic responses to an Alaskan oil spill over time reveal a dynamic multisystem involvement in exposed mussels" and "Transcriptomic responses to an Alaskan oil spill over time reveal a dynamic multisystem involvement in exposed mussels (Mytilus trossulus)" by Lizabeth Bowen, William B. Driskell, Brenda Ballachey, James R. Payne, Shannon Waters, Eric Litman, and Austin Love as meeting the terms and conditions of research contribution number 951.22.07, and for distribution to the public. Are these reports in place?	File Code (if any)	Responsible	Disposition
			951.431.230301.TrnScriptomcFull	Love	Done
Board	5/4/2023	4-4 REPORT ACCEPTANCE: 2019 ALASKA NORTH SLOPE CRUDE OIL PROPERTIES: The Board accepted the report titled "Review of the 2019 Alaska North Slope Oil Properties Relevant to Environmental Assessment and Prediction" by Dr. Merv Fingas as meeting the terms and conditions of contract #5640.23.01, and for distribution to the public. Is this report in place?	File Code (if any)	Responsible	Disposition
			500.431.230301.MFrwwANSprops	Love	Done
Board	5/4/2023	4-7 REPORT ACCEPTANCE: 2022 DRILL MONITORING ANNUAL REPORT: The Board accepted the 2022 Annual Drill Monitoring Report for distribution. Is this report in place?	File Code (if any)	Responsible	Disposition
			752.431.230101.DrillMon2022	Robertson	Done

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Board 5/4/2023 **4-9 ANNUAL BOARD COMMITTEE APPOINTMENTS:** The Board made the following committee appointments: FINANCE - Treasurer Wayne Donaldson (chair), Robert Archibald, Mako Haggerty Angela Totemoff, Jim Herbert; LONG RANGE PLANNING COMMITTEE - The chairs of all the technical committees, Robert Archibald, Jim Herbert, Angela Totemoff, and Cathy Hart from the IE Committee; BOARD GOVERNANCE COMMITTEE - Luke Hasenbank, Dorothy Moore, Robert Beedle, Mike Bender; LEGISLATIVE AFFAIRS COMMITTEE - Robert Beedle, Robert Archibald, Mako Haggerty, Kirk Zinck, Dorothy Moore, Elijah Jackson. Are these appointments in place?

**File
Code**
(if any)

Responsible Disposition

Fleming Done