

## Briefing for PWSRCAC Board of Directors – September 2023

**ACTION ITEM**

**Sponsor:** KJ Crawford 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. The proposed protected project list for FY2025 is included as Attachment A to this briefing sheet.

The definition of a protected project as found in 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 OPA 90 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 and ranking as outlined later in the Plan.*

Protected projects have been a part of the Long Range Planning process since 2012. For many years, protected projects were reviewed by the full Board in January, after the December project scoring process has already taken place. Since 2018, the Board has been asked to review and approve the proposed list of protected projects at the September meeting, to allow any projects the Board would like removed from protected status to be scored and ranked during the upcoming planning cycle. Changing the Board's review of protected projects from January to September aligns better with the overall project scoring process.

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

2. **Why is this item important to PWSRCAC?** The Board adopted the current PWSRCAC Five-Year Long Range Plan and has committed to the use of the plan and the Long Range Planning process to develop annual work plans and budgets, as well as continually revising and improving the Long Range Plan itself. The Board has directed its members and staff to work together to follow the Long Range Planning process that is now focused on preparing a draft FY2025-FY2029 work plan for consideration and adoption by the Board.

3. **Previous actions taken by the Board on this item:** A Long Range Plan for the upcoming five fiscal years has been annually approved by the Board since approximately 2001. Please contact staff for a complete and extensive list of all Long Range Planning actions.

4. **Committee Recommendation:** A recommendation from the Long Range Planning Committee will be delivered to the Board at the meeting.

Current Long Range Planning Committee members are Board members Robert Archibald, Amanda Bauer (also TOEM Chair), Angela Totemoff, Jim Herbert (also OSPR Chair), and Elijah Jackson; the PWSRCAC technical committee chairs consisting of Steve Lewis (POVTS Chair), Davin Holen (SAC Chair), and Trent Dodson (IEC Chair); and IEC member Cathy Hart.

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.

6. **Attachments:**

A: Proposed List of Protected Projects

B: Guidance Memo

- Projects ranked for FY2024
- Projects proposed for FY2024 that were not funded
- Projects proposed for out-years FY2025-FY2028
- Proposed FY2025 budget template
- One-page strategic plan
- OPA 90 & Alyeska contract requirements

C. New Project Briefing Sheet.

### Proposed Protected Projects For Long Range Planning

Below is a list of proposed protected projects for FY25. Definitions of these projects are presented on the following pages, along with the current Board approved funding amounts. The Board is asked to review and approve these protected projects.

#### OPA90 Mandated Projects

Project #	Project Name	Justification	Committee
6510	State Contingency Plan Reviews	OPA90 Mandate	OSPR
9510	LTEMP	OPA90 Mandate	SAC

#### Permanent/Ongoing Projects

Project #	Project Name	Justification	Committee
3200	Observer Newsletter	Permanent/ongoing	IEC
3300	Annual Report	Permanent/ongoing	IEC
3610	Web Presence BAT	Permanent/ongoing	IEC
6530	Weather Data & Sea Currents	Permanent/ongoing	OSPR/POVTS
6531	Port Valdez Weather Buoys	Permanent/ongoing	OSPR/POVTS

#### What is a Protected Project?

The definition of a protected project can be found the Board-approved Long Range Plan, and states:

*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.*

**Proposed Protected Projects:****6510 State Contingency Plan Reviews (FY2024 budget \$94,000):**

The purpose of this project is to monitor, review, and comment on state and federal oil discharge prevention and contingency plans (c-plans) for the Valdez Marine Terminal (VMT), the Trans-Alaska Pipeline System (TAPS) tankers that transit Prince William Sound, the Alaska Federal/State Preparedness Plan and associated Subarea Plans. As these c-plans outline prevention and response activities that would be undertaken to clean up spilled oil in the Prince William Sound region, review of these plans is a major task for PWSRCAC as outlined in both the PWSRCAC/Alyeska contract and OPA 90. Providing input and comments on prevention and response in Prince William Sound directly supports PWSRCAC's mission.

**9510 Long Term Environmental Monitoring Program (FY2024 budget \$204,215):**

PWSRCAC initiated the Long Term Environmental Monitoring Program (LTEMP) in 1993 to satisfy the OPA 90 mandate "to devise and manage a comprehensive program of monitoring the environmental impact of the operations of terminal facilities and crude oil tankers while operating in Prince William Sound." LTEMP's normal scope of work involves collecting and analyzing blue mussel tissue, marine sediments, and passive sampling devices for hydrocarbon pollution. That monitoring takes place annually in Port Valdez at three sampling locations. In FY24, and historically every five years since LTEMP's inception, more extensive mussel and passive sampling device monitoring is conducted at a total of 11 sites in Prince William Sound and the Gulf of Alaska, including the three Port Valdez sites. This project supports the PWSRCAC mission by monitoring the environment and providing the organization with the best scientific knowledge to help make informed decisions and comments pertaining to the operation and maintenance of the terminal and tankers.

**3200 Observer Newsletter (FY2024 budget \$7,500):**

The goal of this project is to publish three Observer newsletters per year on PWSRCAC's work and issues. Both e-mail and print versions of the newsletter are produced. This project supports the Council's mission by informing the general public as well as our members and our industry and agency associates, on our issues, concerns, activities, programs, and projects.

**3300 Annual Report (FY2024 budget \$8,000):**

The goal of this project is to prepare and publish PWSRCAC's Annual Report each year. This project supports the Council's mission by informing the general public, our member entities and our industry and agency associates of our issues, concerns and activities, programs and projects.

**3610 Web Presence BAT (FY2024 budget \$8,500):**

This project funds Best Available Technology for the Council's public websites, committee extranet, and online presence through regular maintenance, upgrades, and new features. Every three years, a major review and technology upgrade will be conducted. The Council's web presence serves as a public communications tool and educational resource to increase public awareness of the Council, the history of the Council and citizen oversight of the oil industry, and the environmental impacts of the transportation of oil through Prince William Sound. The website is intended to foster dialog and engagement between the Council, our constituents, and the online community.

**6530 Weather Data and Sea Currents\*\* (FY2024 budget \$16,400):**

This project studies wind, water current and other environmental factors near the Valdez Marine Terminal, in Prince William Sound and the Gulf of Alaska that may aid navigation or affect the ability to prevent, respond to, contain, and clean up an oil spill. Much of this information is collected via the PWS Weather Station Network developed and maintained by the PWS Science Center. PWSRCAC has been a co-funding supporter of the network for over ten years.

**6531 Port Valdez Weather Buoys\*\* (FY2024 budget \$43,700):**

This project is to assemble, deploy and maintain two buoys capable of measuring ocean currents and common weather parameters. The first buoy is installed near Jackson Point in Port Valdez [61.0910°N 146.3811°W]. The second buoy is installed at the Valdez Duck Flats [61.1201°N | 146.2914°W]. The Prince William Sound Science Center (PWSSC) will be partnering with the Council to facilitate this project. A website showing the buoy data can be found at <http://www.pwswx.pwssc.org/MOB1.html>.

**\*\* Note for weather-related projects:** One of the responsibilities the Council is charged with under the Oil Pollution Act of 1990 is to "Study wind and water currents and other environmental factors in the vicinity of the terminal facilities which may affect the ability to prevent, respond to, contain, and clean up an oil spill."

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## **PWSRCAC Long Range Planning Guidance Memo & Supporting Documents**

This packet is intended to provide Committees with useful information and guidance to help identify projects for fiscal years 2025-2029. The approved schedule for this year's LRP process is as follows:

- **September 10, 2023:** External project idea deadline
- **September & October 2023:** Technical committees meet to develop project ideas for FY25-FY29
- **October 20, 2023:** FY25 project budget sheets due
- **November 3, 2023:** Internal management review of FY25 budget sheets due
- **November 14, 2023:** Committee prioritization of FY25 projects due
- **December 1, 2023:** Volunteer workshop to review proposed projects
- **December 4, 2023:** Board and staff ranking of projects due (COB Monday after workshop)
- **Early January 2024:** LRP Committee approves draft LRP for Board approval
- **January 24, 2024:** Board LRP workshop
- **January 25-26, 2024:** Board meeting to approve LRP
- **March 8, 2024:** Edits to budget briefing sheets due
- **Week of March 11, 2024:** Manager review of briefing sheets
- **Week of March 18, 2024:** All staff "Rat killing" meeting
- **Week of April 1, 2024:** Finance Committee meeting to review proposed budget
- **April 15, 2024:** Mail budget books to Board members
- **May 1, 2024:** Budget workshop in Valdez

The information contained in this packet includes:

- 1) Projects previously ranked for FY2024
- 2) Projects proposed for FY2024 that were not funded
- 3) Projects proposed for out-years FY2025-FY2028
- 4) FY25 project budget template. Please note that some of the projects that were not included in this year's budget may need additional planning before they are brought back again for future years.
- 5) Board-approved One-Page Strategic Plan
- 6) List of OPA 90 and Alyeska Contractual Requirements to help in identifying what OPA 90 or Alyeska Contract requirements each project addresses.

Committees are asked to look at projects previously proposed for the current fiscal year but were ultimately not included in the budget. If they are still relevant, please review the goals and objectives and submit an updated budget briefing sheet before proposing the project again..

In addition to reviewing deferred FY24 projects, committees are also asked to develop any new projects for fiscal years 2025-2029. Committees are asked to identify priority goals

and objectives, and outline how proposed projects fulfill these goals. When considering potential projects, some questions that should be answered include:

- How does the project support PWSRCAC's mission?
- What OPA 90 or Alyeska Contract requirements does this project address? (See attached list)
- Which projects most directly support the high-priority goals of PWSRCAC?
- What is the rationale for continuing current projects? What will be solved or accomplished by continuing an existing project into the coming fiscal year?
- Do the projects have clear and definitive goals? Are any of the committee's projects likely to continue for multiple years? Please provide a clearly defined end point for each project or indicate how long the project is expected to take to complete.
- Are there any projects that would benefit from multi-committee involvement (i.e., done in partnership with one or more committees)?
- How will information and/or results from the project be used to promote PWSRCAC's mission? Objectives should be clear, specific, and measurable.

Please also think about the following:

- Would your committee like assistance from the Information and Education Committee (IEC) in promoting and/or educating the public on your project? IEC stands ready to help if any projects are identified and brought to them.
- If your project has a scientific component, would it benefit from Scientific Advisory Committee (SAC) review and input? SAC stands ready to help if any projects are identified and brought to them.
- Is this project likely to be supported or opposed by regulators and/or industry?
- Will this project complement other work done by regulators and/or industry?



## Project Scoring Matrix - Proposed FY24 Projects, Ranked and Sorted

Sort Index	Staff	Lead Comm	Lead Comm Rank		FY2024 Projects	Projected FY2024 Budget	Assigned by Staff	Assigned by Board	Assigned By All
							Points	Points	Points
1	AL	TOEM	2	6512	<a href="#">Maintaining the Secondary Containment Systems at the VMT</a>	\$27,800	75	67	142
2	AL	TOEM	1	5081	<a href="#">Storage Tank Maintenance Review</a>	\$30,000	77	64	141
3	DV	SAC	1	9520	<a href="#">Marine Invasive Species</a>	\$156,629	75	58	133
4	AL	TOEM	5	5XXX	<a href="#">Review of JPO Regulatory Oversight of</a>	\$50,000	66	60	126
5	BT	IEC	5	3XXX	<a href="#">Illustrated Prevention &amp; Response System Outreach</a>	\$20,000	76	48	124
6	MDR	IEC	1	3410	<a href="#">Fishing Vessel Pgm Community</a>	\$19,000	76	45	121
7	LS	OSPR	1	6511	<a href="#">History of VMT C-Planning</a>	\$10,000	65	54	119
8	AS	POVTS	1	80XX	<a href="#">Vessel Operator Tsunami Hazards Guidance Workshop</a>	\$30,000	66	51	117
9	AL	TOEM	3	5591	<a href="#">Crude Oil Piping Maintenance Review</a>	\$51,744	57	60	117
10	MDR	IEC	2	3530	<a href="#">Youth Involvement</a>	\$50,750	65	49	114
11	DV	SAC	3	9521	<a href="#">Marine Invasive Species - Internships</a>	\$6,500	63	50	113
12	RR	OSPR	2	6536	<a href="#">Analysis of Port Valdez Weather Buoy</a>	\$17,500	56	56	112
13	JR	OSPR	3	6540	<a href="#">Copper River Delta &amp; Flats GRS</a>	\$25,000	62	43	105
14	AL	TOEM	4	5051	<a href="#">Review of Water Quality Data and Toxicity Testing of Effluent from VMT</a>	\$30,000	46	49	95
15	DV	SAC	2	9110	<a href="#">PWS Marine Bird &amp; Mammal Winter</a>	\$65,138	56	38	94
16	DV	SAC	4	9643	<a href="#">Update of Subsistence Harvests &amp;</a>	\$90,594	49	38	87
17	AS	OSPR	5	7035	<a href="#">Virtual Meeting w/ Contracted Vessel</a>	\$2,500	39	45	84
18	MDR	IEC	4	3903	<a href="#">Internship</a>	\$4,000	34	49	83
19	RR	OSPR	6	752X	<a href="#">Radio Drill Kit</a>	\$7,000	39	42	81
20	AS	POVTS	2	8XXX	<a href="#">State of the Industry Tug Technology</a>	\$45,000	34	46	80
21	AS	OSPR	4	7060	<a href="#">Vessel Decon Best Practices</a>	\$20,000	43	37	80
22	DV	SAC	5	9550	<a href="#">Dispersants</a>	\$10,000	36	43	79
23	MDR	IEC	3	3XXX	<a href="#">Cultivating Diverse Engagement</a>	\$10,000	20	33	53

### Protected Projects - Not Ranked

AJ	IEC	Protected	3200	Observer Newsletter	\$7,500
BT	IEC	Protected	3300	Annual Report	\$8,000
AJ	IEC	Protected	3610	Web BAT	\$8,500
LS	OSPR	Protected	6510	State Contingency Plan Reviews	\$94,000
AS	OSPR	Protected	6530	Weather Data & Sea Currents	\$16,400
AS	OSPR	Protected	6531	Port Valdez Weather Buoys	\$43,700
AL	SAC	Protected	9510	LTEMP	\$204,215

Prince William Sound Regional Citizens' Advisory Council  
FY2024 Projects Not Included in Budget

**Programs & Projects**

3903	Internship Project deferred based on long range plan ranking and lack of funds. Project may be brought back mid-year if funding allows.	Draper-Reich, Maia	IEC	\$ 4,000
3750	Cultivating Diverse Engagement Project deferred based on long range plan ranking and lack of funds. Project may be brought back mid-year if funding allows.	Draper-Reich, Maia	IEC	\$ 10,000
5051	Review of Water Quality Data & Toxicity Testing of Effluent Discharged from the VMT Project deferred due to lack of funds. Project may be brought back mid-year if funding allows.	Love, Austin	TOEM	\$ 30,000
5081	Storage Tank Maintenance Review Project partially deferred based on lack of funds, and instead prioritizing project 5591 – Crude Oil Piping Maintenance Review, because the Council has not executed a piping maintenance focused project in a long time, whereas multiple tank maintenance projects have been executed or are ongoing. The part of this project that will be deferred in FY24 is new scope focused on Ballast Water Tank 93. The parts of this project that were started in previous fiscal years, pertaining to Tanks 2, 7, and 94, will be continued in FY24 with committed funds from FY23	Love, Austin	TOEM	\$ 30,000
5570	Review of JPO Regulatory Oversight at the VMT Project deferred due to lack of funds, and because the Council is currently requesting a GAO audit that would accomplish the project objectives. Project may be brought back mid-year if funding allows, and the need to move this forward is determined necessary.	Love, Austin	TOEM	\$ 50,000
6511	History of Contingency Planning Project deferred based on lack of funds, and need for additional in-house planning and preparation. Project may be brought back mid-year if funding allows, and additional project work is completed.	Swiss, Linda	OSRP	\$ 10,000
6540	Copper River Delta & Flats GRS Workshop Project deferred due to lack of funds, for additional in-house planning purposes, and lack of support from key regulatory agencies. Project may be brought back mid-year if funding allows, additional project work is completed, and support is received.	Robida, Jeremy	OSPR	\$ 25,000
7060	Vessel Decontamination Best Practices Project deferred based on long range plan ranking and lack of funds. Project may be brought back mid-year if funding allows.	Robida, Jeremy	OSRP	\$ 20,000
7525	Radio Drill Kit Project deferred based on long range plan ranking, lack of funds, and may be a project Alyeska/SERVS funds in-house. Project may be brought back mid-year if funding allows, and support is received.	Robertson, Roy	OSPR	\$ 7,000
9550	Dispersants Project deferred based on long range plan ranking and lack of funds. Project may be brought back mid-year if funding allows.	Verna, Daielle	SAC	\$ 10,000
9643	Comprehensive Update of Subsistence Harvests & Uses in PWS: Patterns in the PWS Communities of Tatitlek and Chenega Project deferred due to lack of support from the communities of Tatitlek and Chenega	Verna, Danielle	SAC	\$ 90,594
Section Total				\$ 286,594
Total				\$ 286,594

## Outyears Projected FY24-FY28

Programs and Projects	Current Approved FY2024	Proposed FY2025	Proposed FY2026	Proposed FY2027	Proposed FY2028
<b>INFORMATION &amp; EDUCATION</b>					
3200--Observer Newsletter	\$7,500	\$8,000	\$8,500	\$9,000	\$9,500
3300--Annual Report	\$8,000	\$8,400	\$8,800	\$9,200	\$9,600
3410--Fishing Vessel Program Community Outreach	\$19,000	\$19,570	\$20,157	\$20,762	\$21,385
3530--Youth Involvement	\$75,937	\$50,750	\$50,750	\$50,750	\$50,750
3610--Website Presence BAT	\$5,440	\$4,000	\$4,500	\$5,000	\$5,500
3XXX--Illustrated Prevention & Response System Outreach	\$20,000	\$14,000			
<b>Subtotal</b>	<b>\$135,877</b>	<b>\$104,720</b>	<b>\$92,707</b>	<b>\$94,712</b>	<b>\$96,735</b>
<b>TERMINAL OPERATIONS &amp; ENVIRONMENTAL MONITORING</b>					
5081--Storage Tank Maintenance Review	\$52,892				
5591--Crude Oil Piping Maintenance Review	\$51,744				
5640--ANS Crude Oil Properties		\$30,000			
6512--Maintaining the Secondary Containment Systems at the VMT	\$16,707				
5XXX--PFAS Mitigation		\$35,000			
5XXX--Review of VMT's Mechanical Integrity Program		\$40,000			
5XXX--Shore Power for Tankers at the VMT			\$40,000		
5XXX--Review of Air Emissions from the VMT			\$40,000		
<b>Subtotal</b>	<b>\$121,343</b>	<b>\$105,000</b>	<b>\$80,000</b>	<b>\$0</b>	<b>\$0</b>
<b>OIL SPILL PREVENTION &amp; RESPONSE</b>					
6510--State Contingency Plan Reviews	\$80,000	\$102,500	\$111,800	\$115,154	\$118,609
6530--Weather Data/Sea Currents	\$16,400	\$16,400	\$16,400	\$16,400	\$16,400
6531--Port Valdez Weather Buoys	\$51,200	\$43,700	\$43,700	\$43,700	\$43,700

## Outyears Projected FY24-FY28

6536--Analysis of Weather Buoy Data	\$21,858	\$22,514	\$23,189	\$23,885	\$24,601
653X--Comparison of Windy App & Seal Rocks Buoy		\$25,000			
653X--Hinchinbrook Entrance Wave Buoy Comparison				\$25,000	
7035--Virtual Meeting with Contracted Fishing Vessel Reps	\$1,000				
706X--Review of Decanting Technology		\$25,000			
<b>Subtotal</b>	\$170,458	\$235,114	\$195,089	\$224,139	\$203,310
<b>PORT OPERATIONS &amp; VESSEL TRAFFIC SYSTEMS</b>					
8520--Miscommunication in Maritime Contexts	\$55,000	\$50,000			
80XX--Vessel Operator Tsunami Hazards Guidance Workshop	\$30,000				
80XX--State of the Industry Advances in Escort Tug Technology	\$45,000				
80XX--MASS Technology Review		\$25,000			
<b>Subtotal</b>	\$130,000	\$75,000	\$0	\$0	\$0
<b>SCIENTIFIC ADVISORY</b>					
6560--Peer Listener Training	\$12,440				
9110--PWS Marine Bird & Mammal Winter Survey	\$71,738				
9510--Long Term Environmental Monitoring Program	\$197,215	\$160,000	\$164,800	\$169,744	\$174,836
9512--Determining Concentration & Composition of Oxygenated Hydrocarbons at the VMT	\$17,000				
9520--Marine Invasive Species	\$216,883	\$20,000			
9521--Marine Invasive Species Internships	\$6,500	\$6,500	\$6,500	\$6,500	\$6,500
<b>Subtotal</b>	\$521,776	\$186,500	\$171,300	\$176,244	\$181,336
<b>Committee Subtotals</b>	\$1,079,454	\$706,334	\$539,096	\$495,095	\$481,381
<b>PROGRAMS</b>					
3100--Public Information	\$7,390	\$7,612	\$7,840	\$8,075	\$8,318
3500--Community Outreach	\$65,635	\$67,604	\$69,632	\$71,721	\$73,873

## Outyears Projected FY24-FY28

3600--Public Communications Program	\$4,149	\$4,550	\$4,950	\$5,350	\$5,750
4000--Program and Project Support	\$1,800,070	\$1,854,072	\$1,909,694	\$1,966,985	\$2,025,995
4010--Digital Collections Program	\$5,000	\$5,150	\$5,305	\$5,464	\$5,628
5000--Terminal Operations Program	\$25,000	\$25,750	\$30,001	\$30,901	\$30,002
6000--Spill Response Program	\$4,000	\$16,000	\$16,000	\$16,000	\$16,000
7000--Oil Spill Response Operations Program	\$4,250	\$7,420	\$7,605	\$7,790	\$7,975
7520--Preparedness Monitoring	\$28,500	\$44,400	\$50,400	\$51,912	\$53,469
8000--Maritime Operations Program	\$11,160	\$13,000	\$13,000	\$13,000	\$13,000
9000--Environmental Monitoring Program	\$17,000	\$15,900	\$15,900	\$15,900	\$15,900
<b>Subtotal</b>	\$1,972,154	\$2,061,458	\$2,130,327	\$2,193,098	\$2,255,909
<b>LEGISLATIVE AFFAIRS</b>					
4400--Federal Government Affairs	\$64,100	\$66,023	\$68,004	\$70,044	\$72,145
4410--State Government Affairs	\$35,800	\$36,874	\$37,980	\$39,120	\$40,293
<b>Subtotal</b>	\$99,900	\$102,897	\$105,984	\$109,163	\$112,438
<b>BOARD OF DIRECTORS</b>					
1350--Information Technology		\$0	\$0	\$0	\$0
2100--Board Administration	\$141,038	\$145,269	\$149,627	\$154,116	\$158,740
2150--Board Meetings	\$201,500	\$207,545	\$213,771	\$220,184	\$226,790
2200--Executive Committee	\$3,000	\$0	\$0	\$0	\$0
2220--Governance Committee	\$0	\$0	\$0	\$0	\$0
2222--Finance Committee	\$3,000	\$2,000	\$2,000	\$2,000	\$2,000
2700--Legislative Affairs Committee	\$18,675	\$19,235	\$19,812	\$20,407	\$21,019
4005--Facilitated Strategic Planning Workshop	\$20,000	\$35,000			
<b>Subtotal</b>	\$387,213	\$409,049	\$385,211	\$396,707	\$408,548
<b>COMMITTEES &amp; COMMITTEE SUPPORT</b>					
2250--Committee Support	\$211,067	\$217,399	\$223,921	\$230,639	\$237,558
2300--Oil Spill Prevention &	\$11,000	\$11,330	\$11,670	\$12,020	\$12,381
2400--Port Operations & Vessel Traffic System	\$4,000	\$7,500	\$8,000	\$8,500	\$9,000
2500--Scientific Advisory Committee	\$12,000	\$12,360	\$12,731	\$13,113	\$13,506
2600--Terminal Operations & Environmental Monitoring	\$4,000	\$7,500	\$8,000	\$8,500	\$9,000
2800--Information and Education Committee	\$10,000	\$10,300	\$10,609	\$10,927	\$11,255
<b>Subtotal</b>	\$252,067	\$266,389	\$274,931	\$283,699	\$292,700
<b>GENERAL &amp; ADMINISTRATIVE</b>					
1000--General and Administrative	\$518,310	\$533,859	\$549,875	\$566,371	\$583,362

## Outyears Projected FY24-FY28

1050--General and Administrative-- Anchorage	\$169,356	\$174,437	\$179,670	\$185,060	\$190,612
1100--General and Administrative-- Valdez	\$177,236	\$182,553	\$188,030	\$193,671	\$199,481
1300--Information Technology	\$109,588	\$112,876	\$116,262	\$119,750	\$123,342
<b>Subtotal</b>	\$974,490	\$1,003,725	\$1,033,836	\$1,064,852	\$1,096,797
<b>Subtotals</b>	\$4,765,278	\$4,549,852	\$4,469,385	\$4,542,614	\$4,647,773
<b>Contingency (Current Year)</b>	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000
<b>Total Expenses</b>	\$4,815,278	\$4,599,852	\$4,519,385	\$4,592,614	\$4,697,773

**Prince William Sound Regional Citizens' Advisory Council**  
**Budget Briefing Sheets FY-2025**

Type:

- Capital project (Note: separate Capital Projects checklist required)
- Program       Protected
- Project         Protected
- Program/Project Support

**Project Number:**

**Project Title:**

**Lead Staff:**

**Project Team Members:**

**Cross Committee Interest** (If yes, which committees):

**1. Description**

- a. **Provide a short description of the program/project.**
- b. **Why is this program/project necessary? What need or information gap is being addressed?**
- c. **How will information or results be used?**
- d. **How will program/project success be measured?**

2. **Program/project goals and objectives** [Should be clear, specific, and measurable with starting and ending dates.]

**3. Strategic plan and mission**

- a. **Which strategic goal(s) or objective(s) does this program/project advance?** [Check all that apply on attached strategic plan page.]
- b. **How/why does the proposed program/project advance PWSRCAC's mission?**
- c. **Which OPA 90 and Alyeska contract requirements does it address?** [Check all that apply on attached OPA 90/Alyeska contract page.]

**4. Project Implementation**

- a. **How will the program/project be accomplished?** (e.g., with in-house staff and/or outside contractors, etc.? Please estimate project manager time in hours.)
- b. **Does the program/project require Alyeska or shipper cooperation?**
- c. **Is this an ongoing program/project? If not, when will it start and when will it be finished?**
- d. **Does the program/project involve partnership or cost sharing with other organizations?**

5. **Budget** (3 year, if applicable). Provide detail for each cost item and summarize on attached budget sheet by account category

- a. **What is the total cost of the program/project over its life?**
- b. **How much was previously spent on this program/project?** (This information may be obtained from the financial manager.)

**Budget**

<b>Acct #</b>	<b>Account Title</b>	<b>Notes</b>	<b>FY-2025</b>	<b>FY-2026</b>	<b>FY-2027</b>
50000	Salaries and Wages				
50100	Employer Payroll Taxes				
50400	Group Health Insurance				
50500	Rents				
50600	Utilities—Telephone & Data				
50700	Supplies (consumable)				
50800	Equipment Leases				
50850	Software & Software Subscriptions	Included only in 1300 budget.			
50900	Internet & E Mail Access	Included only in 1300 budget.			
51000	Equipment Purchases (Non-capitalized < \$5,000)	Generally, anything \$5,000 and more is depreciated over the asset's useful life.			
51100	Dues and Subscriptions	Magazine and other subscriptions.			
51200	Accounting	Included only in 1000 budget.			
51300	Legal Fees				
51450	Professional Fees -- Other				
51600	Advertising				
51700	Education	Tuition and other training expenses, excluding travel.			
51800	Printing & Reproduction				
51900	Postage, Delivery & Shipping				
52300	Conference & Conventions	Conference registration fees and other conference costs, excluding travel.			
52400	Equipment Maintenance				
53000	Insurance	Excluding group health insurance.			
54000	Library & Reference Materials				
55100	Recruiting Expenses				
57000	Research Contributions				
58000	Depreciation & Amortization				
59000	Miscellaneous				
59100	Stipends				
59500	Contracts				
60000	Travel	Describe who is traveling, where they are going, and for what purpose.			
61000	Business Meals				
62000	Meeting Expenses	Meeting room rental and catering expenses.			
	Total				



## **Prince William Sound Regional Citizens' Advisory Council One-Page Strategic Plan**

**Mission Statement:** Citizens promoting the environmentally safe operation of the Alyeska terminal and associated tankers

[Link to full FY2024-FY2028 Long Range Plan](#)

**Core Purpose:** Citizen oversight to prevent oil spills, minimize environmental impacts, and promote response readiness

### **Core Values**

- Represent the interests of our stakeholders by providing an effective voice for citizens
- The foundation of PWSRCAC is volunteerism
- Promote vigilance and combat complacency
- Organizational transparency and integrity through truth and objectivity
- Foster environmental stewardship

### **Overarching Goals and Objectives**

- Compliance with OPA90 and Alyeska contractual requirements.
  - (1) Annual re-certification and funding
  - (2) Maintain regional balance
  - (3) Link projects and programs to OPA90 and Alyeska contract
  
- Continue to improve environmental safety of oil transportation in our region.
  - (4) Monitor and review development of, and compliance with, laws and regulations
  - (5) Pursue risk-reduction measures and promote best available technologies and best practices
  - (6) Monitor operations and promote a safe and clean marine terminal
  - (7) Monitor and review the condition of the tanker fleet/maritime operations
  - (8) Monitor and promote the safe operation of all Alyeska/SERVS-related on-water assets
  - (9) Monitor and review environmental indicators
  - (10) Promote and facilitate effective research for scientific, operational and technical excellence
  
- Develop and maintain excellent external and internal communication.
  - (11) Advocate for government and industry measures to improve the environmental safety of oil transportation
  - (12) Maintain and improve relationships with government, industry and communities
  - (13) Be the model for citizen oversight and provide support for other citizens' advisory groups
  - (14) Ensure availability of PWSRCAC information
  - (15) Work to improve availability of information to PWSRCAC from industry sources
  
- Achieve organizational excellence.
  - (16) Effective short and long term planning, with clear and measurable goals for projects
  - (17) Fiscally responsible, efficient, and easily understood financial procedures and reporting
  - (18) Committed to continuous improvement
  - (19) Recognize people as the most important asset of the organization
  - (20) Recruit and develop knowledgeable and committed Board members, volunteers, and staff
  - (21) Strong volunteer structure and support for volunteers

## OPA 90 and Alyeska Contractual Requirements

PWSRCAC's structure and responsibilities stem from the Oil Pollution Act of 1990 (OPA 90) and our contract with Alyeska Pipeline Service Company (Alyeska). These documents guide our organization and it is important to review the following requirements, and if possible the source documents, when developing proposed projects for Board consideration and approval. Following are abbreviated summaries of some of the major requirements from both documents. Please check the box next to each requirement that the proposed project addresses.

[Link to full text of OPA 90 Sec 5002: Terminal and Tanker Oversight and Monitoring, August 18, 1990](#)

[Link to full text of contract between PWSRCAC and Alyeska, February, 1990](#)

### OPA 90 Contractual Requirements

- (1) Regional Balance, broadly representative of communities and interests in the region.
- (2) Provide advice to regulators on the federal and state levels.
- (3) Provide advice and recommendations on policies, permits, and site-specific regulations relating to the operation and maintenance of terminal facilities and crude oil tankers.
- (4) Monitor the environment impacts of the operation of terminal facilities and crude oil tankers, as well as operations and maintenance that affect or may affect the environment in the vicinity of the terminal facilities.
- (5) Review the adequacy of oil spill prevention and contingency plans for the terminal facilities and crude oil tankers operating in Prince William Sound and review the plans in light of new technological developments and changed circumstances.
- (6) Provide advice and recommendations on port operations, policies, and practices.
- (7) Conduct scientific research and review scientific work undertaken by or on behalf of the terminal or oil tanker operators or government entities.
- (8) Devise and manage a comprehensive program of monitoring the environmental impacts of the operations of the terminal facility and crude oil tankers.
- (9) Monitor periodic drills and testing of oil spill contingency plans.
- (10) Study wind and water currents and other environmental factors in the vicinity of the terminal that may affect the ability to prevent, respond to, contain, and clean up an oil spill.
- (11) Identify highly sensitive areas that may require specific protective measures.
- (12) Monitor developments in oil spill prevention, containment, response, and cleanup technology.
- (13) Periodically review port organizations, operations, incidents, and the adequacy and maintenance of vessel traffic service systems designed to ensure safe transit of crude oil tankers pertinent to terminal operations.
- (14) Periodically review the standards for tankers bound for, loading at, exiting from, or otherwise using the terminal facilities.
- (15) Foster partnerships among industry, government, and local citizens.

### Alyeska Contractual Requirements

- (1) Provide local and regional input, review and monitoring of Alyeska's oil spill response and prevention plans and capabilities, environmental protections capabilities, and the actual and potential environmental impacts of the terminal and tanker operations.
- (2) Increase public awareness of subjects listed above.
- (3) Provide input into monitoring and assessing the environmental, social, and economic consequences of oil related accidents and actual or potential impacts in or near Prince William Sound.
- (4) Provide local and regional input into the design of appropriated mitigation measures for potential consequences likely to occur as a result of oil or environmental related accidents or impacts of terminal and tanker operations.
- (5) Provide recommendations and participate in the continuing development of the spill prevention and response plan, annual plan review, and periodic review of operations under the plan including training and exercises.
- (6) Other concerns: comment on and participate in selection of research and development projects.
- (7) Review other important issues related to marine oil spill prevention and response concerns that were not obvious with the contract was signed.
- (8) Review other concerns agreed upon by the Council regarding actual or potential impacts of terminal or tanker operations.

**Prince William Sound Regional Citizens' Advisory Council  
Budget Briefing Sheets FY-2025**

Type:

- Capital project (Note: separate Capital Projects checklist required)
- Program       Protected
- Project         Protected
- Program/Project Support

**Project Number:**

**Project Title:**

**Lead Staff:**

**Project Team Members:**

**Cross Committee Interest** (If yes, which committees):

**1. Description**

- a. **Provide a short description of the program/project.**
- b. **Why is this program/project necessary? What need or information gap is being addressed?**
- c. **How will information or results be used?**
- d. **How will program/project success be measured?**

**2. Program/project goals and objectives** [Should be clear, specific, and measurable with starting and ending dates.]

**3. Strategic plan and mission**

- a. **Which strategic goal(s) or objective(s) does this program/project advance?** [Check all that apply on attached strategic plan page.]
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