

Briefing for PWSRCAC Board of Directors – September 2024

ACTION ITEM

Sponsor: Hans Odegard, Donna Schantz, and the Long Range Planning Committee

Project number and name or topic: 2100 - 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 FY2026 will be provided prior to the meeting and will be 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 had 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 FY2026-FY2030 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, Jim Herbert (also OSPR Chair), Aimee Williams, and Elijah Jackson; the PWSRCAC technical committee chairs consisting of Steve Lewis (POVTS Chair), Sarah Allan (SAC Chair), Mikkel Foltmar (TOEM Chair), Trent Dodson (IEC Chair); and IEC member Cathy Hart who serves as chair.

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

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

6. **Attachments:**

A: Proposed List of Protected Projects for FY26

B: Guidance Memo

- Projects ranked for FY2025
- Projects proposed for FY2025 that were not funded
- Projects proposed for out-years FY2026-FY2030
- Proposed FY2026 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 FY26. 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 (FY2025 budget \$80,000):

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 (FY2025 budget \$150,460):

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. 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 (FY2025 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 (FY2025 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 (FY2025 budget \$7,140):

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 (FY2025 budget \$18,500):**

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 (FY2025 budget \$63,200):**

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."

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 2026-2030. The approved schedule for this year's LRP process is as follows:

- **September 1, 2024:** External project idea deadline
- **September - October 11, 2024:** Technical committees meet to develop project ideas for FY26-FY30
- **October 23, 2024:** FY26 project budget sheets due
- **November 8, 2024:** Internal management review of FY26 budget sheets due
- **November 15, 2024:** Committee prioritization of FY26 projects due
- **December 6, 2024:** Volunteer workshop to review proposed projects
- **December 9, 2024:** Board and staff ranking of projects due (COB Monday after workshop)
- **Early January 2025:** LRP Committee approves draft LRP for Board approval
- **January 22, 2025:** Board LRP workshop
- **January 23-24, 2025:** Board meeting to approve LRP
- **March 7, 2025:** Edits to budget briefing sheets due
- **Week of March 10, 2025:** Manager review of briefing sheets
- **Week of March 17, 2025:** All staff "Rat killing" meeting
- **Early April 2025:** Finance Committee meeting to review proposed budget
- **April 14, 2025:** Mail budget books to Board members
- **April 30, 2025:** Budget workshop in Valdez

The information contained in this packet includes:

- 1) Projects previously ranked for FY2025
- 2) Projects proposed for FY2025 that were not funded
- 3) Projects proposed for out-years FY2026-FY2029
- 4) FY26 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 FY25 projects, committees are also asked to develop any new projects for fiscal years 2026-2030. 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 FY2025 Projects, Ranked and Sorted

Sort Index	Staff	Lead Comm	Lead Comm Rank		FY2025 Projects	Projected FY2025 Budget	Assigned by Staff	Assigned by Board	Assigned By All
							Points	Points	Points
1	SB	TOEM	1	6512	Maintaining the Secondary Containment Systems at VMT	\$38,000	69	69	138
2	SB	TOEM	2	5XXX	Title V Air Quality Permit Review	\$25,000	69	50	119
3	MDR	IEC	1	3530	Youth Involvement	\$50,750	63	55	118
4	BT	IEC	3	3810	Illustrated Prevention & Response Outreach	\$6,800	60	56	116
5	SB	TOEM	3	5XXX	Finalization of Full PWSRCAC Air Quality History Report	\$10,000	55	59	114
6	RR	OSPR	1	6536	Analysis of Port Valdez Wx Buoy Data 2024	\$17,000	60	51	111
7	AS	POVTS	1	8520	Miscommunication in Maritime Contexts (Phase 3)	\$50,000	57	53	110
8	DV	SAC	1	6560	Peer Listening Manual Distribution	\$35,000	59	47	106
9	MDR	IEC	4	3410	Fishing Vessel Pgm Community Outreach	\$19,000	58	46	104
10	RR	OSPR	3	5640	ANS Crude Oil Properties Analysis	\$30,500	57	44	101
11	DV	SAC	2	952X	Marine Invasive Species - Internships	\$6,500	58	39	97
12	SB	TOEM	4	5XXX	Review of VMT CP System Protocols	\$34,000	45	47	92
13	JR	OSPR	2	6540	Copper River Delta & Flats GRS Workgroup	\$25,000	46	44	90
14	LS	OSPR	5	6511	History of VMT C-Planning	\$10,000	48	40	88
15	AS	OSPR	4	65XX	Comparison of Windy App & Seal Rocks Wx Buoy Wind/Wave Data	\$35,000	37	49	86
16	DV	SAC	3	9110	PWS Marine Bird & Mammal Winter Survey	\$78,928	45	35	80
17	AS	POVTS	2	8XXX	Assessing Non-Indigenous Species Biofouling on Vessel Arrivals	\$5,750	41	36	77
18	SB	TOEM	5	5XXX	Timeline of Tank Repairs from 1976 to Present	\$15,000	29	46	75
19	SB	TOEM	6	5081	Storage Tank Maintenance Review	\$30,000	34	35	69
20	SB	TOEM	7	5591	Crude Oil Piping Maintenance Review	\$51,744	26	41	67
21	DV	SAC	6	9550	Dispersants	\$10,000	23	39	62
22	DV	SAC	5	9XXX	Social Science Workshop	\$30,000	41	20	61
23	MDR	IEC	5	3903	Internship	\$4,000	21	40	61
24	DV	SAC	4	9XXX	Transcriptomics Monitoring Plan	\$109,703	22	38	60
25	AS	POVTS	3	80XX	Maritime Autonomous Surface Ships (MASS) Technology Review	\$40,000	23	30	53
26	JR	OSPR	6	7060	Vessel Decon Best Practices	\$20,000	22	27	49
27	MDR	IEC	2	3XXX	Public Engagment Toolbox	\$10,000	19	30	49
28	SB	TOEM	8	5XXX	Review of VMT's Oracle System for Reliability-Centered Maintenance	\$50,000	13	34	47

Protected Projects - Not Ranked

Staff	Lead Cte	Lead Cte Rank		FY25 Projects	Budget
AJ	IEC	Protected	3200	Observer Newsletter	\$7,500
BT	IEC	Protected	3300	Annual Report	\$8,000
AJ	IEC	Protected	3610	Web BAT	\$7,140
LS	OSPR	Protected	6510	State Contingency Plan Reviews	\$80,000
AS	OSPR	Protected	6530	Weather Data & Sea Currents	\$18,500
AS	OSPR	Protected	6531	Port Valdez Weather Buoys	\$46,500
AL	SAC	Protected	9510	LTEMP	\$145,860

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Prince William Sound Regional Citizens' Advisory Council
Projects Not Included FY2025

3750	Public Engagement Toolbox	Maia Draper-Reich	IEC	\$10,000
Project deferred based on long range plan ranking and lack of funds. Project may be brought back mid-year if funding allows.				
3903	Internship	Maia Draper-Reich	IEC	\$4,000
Project deferred based on long range plan ranking and lack of funds. Project may be brought back mid-year if funding allows.				
5XXX	Finalization of report "VMT Air Quality Chronology"	Sadie Blancaflor	TOEM	\$10,000
A suitable contractor has not been identified to complete the finalization of this report, and the work may need to be done in-house. Project may be brought back mid-year if funding allows.				
5082	Timeline of VMT Tank Repairs and Inspection Intervals	Sadie Blancaflor	TOEM	\$15,000
Project deferred based on long range plan ranking and lack of funds, and to explore the possibility of completing in-house. Project may be brought back mid-year if funding allows.				
5656	Review of the VMT's Oracle System	Sadie Blancaflor	TOEM	\$50,000
Project deferred based on long range plan ranking and lack of funds, which will allow additional attention to scope, partnership with Alyeska for information access, and identification of a suitable contractor. Project may be brought back mid-year if funding allows.				
6511	History of Contingency Planning	Linda Swiss	OSPR	\$10,000
Project was deferred due to lack of funds. which will allow additional attention to scope, and to organize documents in our system in preparation for this work. Project may be brought back mid-year if funding allows.				
7060	Vessel Decon Best Practices	Jeremy Robida	OSPR	\$20,000
This project was deferred due to a low priority ranking by the Board and lack of funds. The project was proposed in FY2024 where it placed 21 out of 23 projects. It was again put forward by OSPR in FY2025 and ranked 26 out of 28 projects. Staff believe this an important topic and will attempt to research and complete elements of the anticipated project with staff time alone. Project may be brought back mid-year if funding allows.				
8055	MASS Technology Review	Joe Lally	POVT	\$40,000
Project deferred based on long range plan ranking and lack of funds and may be brought back mid-year if funding allows.				

9550	Dispersants	Danielle Verna	SAC	\$10,000
Project deferred based on long range plan ranking and lack of funds and may be brought back mid-year if funding allows.				
9850	Transcriptomic Monitoring	Danielle Verna	SAC	\$109,863
Project deferred based on long range plan ranking and lack of funds and may be brought back mid-year if funding allows.				

Programs and Projects	Current Approved Budget FY2025	Proposed FY2026	Proposed FY2027	Proposed FY2028	Proposed FY2029
INFORMATION & EDUCATION					
3110--Oral History (reprint of The Spill book)					
3200--Observer Newsletter	\$7,500	\$7,800	\$8,100	\$8,400	\$8,700
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	\$90,750	\$93,473	\$96,277	\$99,165	\$102,140
3562--Then & Now				\$5,000	\$4,000
3610--Website Presence BAT	\$7,140	\$8,000	\$8,500	\$9,000	\$9,500
3810--Illustrated Prevention & Response System Outreach	\$35,720				
3903--Internship		\$4,000	\$4,000	\$4,000	\$4,000
3XXX--EVOS 40th Anniversary Commemoration Planning				\$15,000	
Subtotal	\$168,110	\$141,243	\$145,834	\$170,527	\$159,325
TERMINAL OPERATIONS & ENVIRONMENTAL MONITORING					
5051--Water Quality Permit Review	\$30,000				
5053--Addressing Risks & Safety Culture at VMT	\$25,000				
5057--Title V Air Quality Permit Review	\$25,000				\$30,000
5081--Storage Tank Maintenance Review	\$30,000				
5591--Crude Oil Piping Maintenance Review	\$51,744				
5595--Review of VMT Cathodic Protection System Testing Protocols	\$34,000				
6512--Maintaining the Secondary Containment Systems at the VMT	\$38,000				
5XXX--Review of JPO Regulatory Oversight of the VMT		\$50,000			
5XXX--PFAS Mitigation		\$35,000			

5XXX--Shore Power for Tankers at the VMT			\$40,000		
Subtotal	\$233,744	\$85,000	\$40,000	\$0	\$30,000
OIL SPILL PREVENTION & RESPONSE					
5640--ANS Crude Oil Properties	\$30,500				
6510--State Contingency Plan Reviews	\$80,000	\$87,000	\$94,700	\$97,541	\$100,467
6530--Weather Data/Sea Currents	\$18,500	\$18,500	\$18,500	\$18,500	\$18,500
6531--Port Valdez Weather Buoys	\$63,200	\$46,500	\$46,500	\$46,500	\$46,500
6536--Analysis of Weather Buoy Data	\$22,806	\$23,490	\$24,195	\$24,921	\$25,668
653X--Comparison of Windy App & Seal Rocks Buoy	\$35,000				
6540--Copper River Delta/Flats GRS Workgroup	\$25,000				
706X--Review of Decanting Technology		\$25,000			
7XXX--Tethered Drones/UAVs		\$15,000			
7XXX--Review Decanting Tech		\$20,000			
7XXX--ESI App		\$20,000			
Subtotal	\$275,006	\$255,490	\$183,895	\$187,462	\$191,136
PORT OPERATIONS & VESSEL TRAFFIC SYSTEMS					
8250--Assessing Non-Indigenous Species Biofouling on Vessel Arrivals	\$5,750				
8300--Sustainable Shipping		\$35,000		\$35,000	
8520--Miscommunication in Maritime Contexts	\$60,000	\$55,000			
8XXX--PWS Tanker Reference Guide		\$30,500			
8XXX--Alternative Fuels/Hybrid Tugs			\$85,000		
Subtotal	\$65,750	\$120,500	\$85,000	\$35,000	\$0
SCIENTIFIC ADVISORY					
6560--Peer Listener Training	\$35,000				
9110--PWS Marine Bird & Mammal Winter Survey	\$95,598	\$80,060	\$81,224	\$100,535	

9510--Long Term Environmental Monitoring Program	\$150,460	\$154,974	\$159,623	\$164,412	\$169,344
9520--Marine Invasive Species	\$55,000				
9521--Marine Invasive Species Internships	\$6,500	\$6,500	\$6,500	\$6,500	\$6,500
9700--Social Science Workshop	\$30,000				
9XXX--Continuous In-Line Measurements of HOPs at the VMT BWTF		\$37,736			
9XXX--Toxicity of HOPs to Early Life-Stage Fish		\$90,160			
Subtotal	\$372,558	\$241,534	\$247,347	\$271,447	\$175,844
Committee Subtotals	\$1,115,168	\$843,766	\$702,076	\$664,435	\$556,304
PROGRAMS					
3100--Public Information	\$7,897	\$8,134	\$8,378	\$8,629	\$8,888
3500--Community Outreach	\$60,060	\$61,862	\$63,718	\$65,629	\$67,598
3600--Public Communications Program	\$4,599	\$4,737	\$4,879	\$5,025	\$5,176
4000--Program and Project Support	\$1,868,210	\$1,924,256	\$1,981,984	\$2,041,444	\$2,102,687
4010--Digital Collections Program	\$2,500	\$2,575	\$2,652	\$2,732	\$2,814
5000--Terminal Operations Program	\$29,000	\$29,870	\$30,001	\$30,901	\$30,002
6000--Spill Response Program	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000
7000--Oil Spill Response Operations Program	\$4,250	\$4,900	\$5,150	\$5,305	\$5,464
7520--Preparedness Monitoring	\$42,300	\$48,400	\$50,400	\$51,912	\$53,469
8000--Maritime Operations Program	\$17,000	\$22,000	\$22,000	\$22,000	\$22,000
9000--Environmental Monitoring Program	\$18,700	\$18,100	\$18,100	\$18,100	\$18,100
Subtotal	\$2,058,516	\$2,128,834	\$2,191,262	\$2,255,677	\$2,320,198
LEGISLATIVE AFFAIRS					
4400--Federal Government Affairs	\$109,100	\$112,373	\$115,744	\$119,217	\$122,793
4410--State Government Affairs	\$41,800	\$43,054	\$44,346	\$45,676	\$47,046
Subtotal	\$150,900	\$155,427	\$160,090	\$164,893	\$169,839
BOARD OF DIRECTORS					

1350--Information Technology	\$500	\$515	\$530	\$546	\$563
2100--Board Administration	\$139,653	\$143,843	\$148,158	\$152,603	\$157,181
2150--Board Meetings	\$180,600	\$186,018	\$191,599	\$197,346	\$203,267
2200--Executive Committee	\$3,000	\$3,090	\$3,183	\$3,278	\$3,377
2220--Governance Committee	\$0	\$0	\$0	\$0	\$0
2222--Finance Committee	\$3,500	\$3,605	\$3,713	\$3,825	\$3,939
2700--Legislative Affairs Committee	\$18,675	\$19,235	\$19,812	\$20,407	\$21,019
Subtotal	\$345,928	\$356,306	\$366,995	\$378,005	\$389,345
COMMITTEES & COMMITTEE SUPPORT					
2250--Committee Support	\$214,867	\$221,313	\$227,952	\$234,791	\$241,835
2300--Oil Spill Prevention & Response	\$15,000	\$15,450	\$15,914	\$16,391	\$16,883
2400--Port Operations & Vessel Traffic System	\$8,000	\$7,500	\$8,000	\$8,500	\$9,000
2500--Scientific Advisory Committee	\$15,000	\$15,450	\$15,914	\$16,391	\$16,883
2600--Terminal Operations & Environmental Monitoring	\$11,500	\$7,500	\$8,000	\$8,500	\$9,000
2800--Information and Education Committee	\$11,000	\$11,330	\$11,670	\$12,020	\$12,381
Subtotal	\$275,367	\$278,543	\$287,449	\$296,593	\$305,981
GENERAL & ADMINISTRATIVE					
1000--General and Administrative	\$494,003	\$508,823	\$524,088	\$539,810	\$556,005
1050--General and Administrative--Anchorage	\$219,806	\$226,400	\$233,192	\$240,188	\$247,394
1100--General and Administrative--Valdez	\$182,768	\$188,251	\$193,899	\$199,716	\$205,707
1300--Information Technology	\$134,220	\$138,247	\$142,394	\$146,666	\$151,066
Subtotal	\$1,030,797	\$1,061,721	\$1,093,573	\$1,126,380	\$1,160,171
Subtotals	\$4,976,676	\$4,824,597	\$4,801,444	\$4,885,982	\$4,901,838
Contingency (Current Year Budget)	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000
Total Expenses	\$5,026,676	\$4,874,597	\$4,851,444	\$4,935,982	\$4,951,838

**Prince William Sound Regional Citizens' Advisory Council
Budget Briefing Sheets FY2026**

DIRECTIONS:

1. Complete all categories and questions listed. Do not delete/alter any questions.
2. Ensure all content noted in red direction text is included in answers.
3. After entering all answers above red direction text, delete red text.

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:

Include all staff directly supporting the project/program and the associated committee. If it's an ongoing project with a determined project team, ensure all participants are listed.

Cross Committee Interest:

List other committees that have been informed about the project/program and have shown interest in updates/participation if the project is funded.

1. Overview

- Provide a brief description of the program/project, aiming to keep it within 150-250 words.
 - Save more specific details about the work to be done for section 3a objectives.
- Explain why this program/project is necessary.
- Describe the needs or information gaps that this program/project addresses.

2. Goals, mission, and strategic plan

a. Goals

- Describe how this program/project supports PWSRCAC's mission.
- Explain the specific goals and outcomes of the program/project, and what it is intended to achieve (ensure goals state clear, specific, measurable, and achievable outcomes).

b. How the information or results will be used

- List the end products of this program/project.
- Identify the target audiences.
- Describe how the end products will be distributed/shared with the target audiences.

c. **How the program/project success will be measured**

- Explain how someone would know the goals are accomplished.
- List the measurable results to be achieved, as per the goals under 2a.

d. **Strategic goal(s)/strategy(s), OPA 90 and Alyeska contract requirements**

See all applicable checked items on the attached pages (last two pages of this document).

3. Project objectives/implementation

a. **How the program/project will be accomplished**

- Define the project/program objectives, outlining measurable actions that will be done to achieve the goals in 2a.
- Explain how the objectives contribute to achieving the goals in 2a.
- Specify whether the work will be done in-house or by an outside contractor.
 - If a contractor is used, indicate whether it will be selected through RFP or sole source.
 - If sole source, briefly describe the chosen contractor and the reason for not using an RFP process.

b. **Cooperation required from Alyeska, shippers, or others**

Is cooperation required from external groups?

If no, state: None required.

If yes, include:

- Names of groups cooperation is needed from.
- Information on what is needed from each group.
- Any known or anticipated barriers that could prevent participation.
- If delays or other timing considerations for obtaining required information are anticipated, ensure those considerations are factored in and note them here.

c. **Ongoing or short-term program/project**

If this is a long-term or ongoing program/project, state: This is an ongoing [program/project].

If this is a one-year or short-term ongoing project, be specific about start and end dates, and fiscal years covered. Examples:

- This is an ongoing project that began in FY20XX and is proposed to be completed in FY20XX.
- This project is new and anticipated to continue over two fiscal years (FY20XX-FY20XX).
- This project is intended to be completed by the end of the fiscal year.

- This is anticipated to be a one-year project, but may need carryover to the next fiscal year to complete the contracted work.

d. **Required/potential partnerships or cost sharing with other organizations**

Are there any potential partnerships or cost-sharing opportunities?

If no, state: None.

If yes, provide details on potential partnerships and/or cost sharing, including organization names, possible contribution amounts and/or services, etc.

4. Budget

a. **Description of each line item covered by FY2026 budget table below**

Provide the account number, title, and amount for each FY2026 budget line item, along with a brief description of the work/deliverables covered by each item.

For example:

5XXXX – [Account Title] = \$XXXX

[brief description of what the budget item will cover]

6XXXX – [Account Title] = \$XXXX

[brief description of what the budget item will cover]

b. **Potential carryover from the current fiscal year (FY2025)**

Is there a potential carryover from the current fiscal year to FY2026?

If none, state: None.

If you do not know the exact amount, provide a conservative estimate (i.e., the maximum amount that might need to be carried over). Include the account number, title, and amount to be carried over from the current fiscal year, as well as a brief description of why the carryover is occurring (e.g., work delayed for X reason; X activities under the contract could not take place due to X).

For example:

5XXXX – [Account Title] = \$XXXX

[brief description of why the carryover is occurring]

6XXXX – [Account Title] = \$XXXX

[brief description of why the carryover is occurring]

Note: If funds are not committed by a contract or other agreement, they cannot be carried over. You will need to request new funds during next LRP/budgeting process.

c. **How much was previously spent on this program/project**

This information may be obtained from the Director of Finance

- If it is a new project, indicate that no previous budget has been spent.

- If this a short-term ongoing project, include total amount already spent on the project and the fiscal years over which those expenses took place (e.g., \$10,000 between FY2022-FY2025)
- If this is a long-term, ongoing program/project, state: This is an [ongoing program or ongoing protected project].

d. **Projected costs for future fiscal years**

Are there any known or anticipated future costs for the project in FY2027 and/or beyond?

- If this is a one-year project, state: This is a one-year project with no costs anticipated beyond FY2026.
- If this is a one-year project with carryover anticipated, state: This is a one-year project with some carryover to the next fiscal year anticipated (see 4.b.).
- If this is a long-term, ongoing program/project, state: This is an [ongoing program or ongoing protected project].
- If this is a short-term, multi-year project or will otherwise have future expenses associated with it, provide a brief description of future costs known or anticipated and in what fiscal years those costs would potentially need to be budgeted.

e. **Total cost of the program/project over its life**

What are the known/anticipated total costs of the project from start to finish (i.e., what is the total of 4a-4d)?

If this is a long-term, ongoing program/project, state: This is an [ongoing program or ongoing project].

Budget

Acct #	Account Title	Notes	FY2026	FY2027	FY2028
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 or 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 Strategic Plan

Vision: Establish PWSRCAC as a premier advisory group, such that governments and industries solicit and value citizen input at all levels and stages of oil transportation decisions that potentially impact the environment

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

Core Values

- **Advocacy:** Provide a voice for citizens in the region impacted by the Exxon Valdez oil spill.
- **Stewardship:** Promote and protect the people, environment, and communities of our region
- **Partnership:** Collaborate with partners, volunteers, and stakeholders; facilitate open communications; and respectfully invite diverse perspectives
- **Accountability:** To seek and verify information, promote scientific integrity, and encourage transparency
- **People:** Recognize volunteers and staff as the most important assets of our organization
- **Excellence:** Demonstrate organizational excellence and commit to continuous improvement

Core Functions, Goals, and Strategies

Maintain Compliance with OPA 90 and Alyeska Contractual Requirements

- ☐ ⁽¹⁾ Obtain annual recertification and funding
- ☐ ⁽²⁾ Maintain regional balance
- ☐ ⁽³⁾ Link projects and programs to OPA90 and Alyeska contract

Prevent Oil Spills, Reduce Risks, Promote Response Readiness, and Facilitate Research

- ☐ ⁽⁴⁾ Combat complacency and reduce risk by means of observing, monitoring, informing, and advising
- ☐ ⁽⁵⁾ Monitor and advise on the condition and operation of the terminal, tankers, and spill prevention and response system
- ☐ ⁽⁶⁾ Monitor and advise on environmental indicators and reportable incidents
- ☐ ⁽⁷⁾ Monitor and advise on the development of, and compliance with, applicable laws and regulations
- ☐ ⁽⁸⁾ Advocate for funding and staffing of regulatory agencies to provide comprehensive oversight
- ☐ ⁽⁹⁾ Advocate for interagency coordination, and public transparency and participation within the regulatory framework
- ☐ ⁽¹⁰⁾ Advocate for continuous improvement to the environmental safety of marine terminal operations and oil transportation
- ☐ ⁽¹¹⁾ Promote and facilitate effective research for scientific, operational, and technical excellence
- ☐ ⁽¹²⁾ Promote risk reduction measures, best available technologies, and best practices for oil spill prevention and response

Develop and Maintain Effective External and Internal Communication

- ☐ ⁽¹³⁾ Maintain and improve relationships and information sharing with key partners
- ☐ ⁽¹⁴⁾ Engage and educate the public, partners, and member entities
- ☐ ⁽¹⁵⁾ Advocate for timely and responsive information from Alyeska
- ☐ ⁽¹⁶⁾ Ensure availability of PWSRCAC information
- ☐ ⁽¹⁷⁾ Foster public awareness, responsibility, and citizen participation in our work

Achieve Organizational Excellence

- ☐ ⁽¹⁸⁾ Recruit and develop knowledgeable and committed volunteers and staff
- ☐ ⁽¹⁹⁾ Improve efficiency of internal processes, including introducing new technology
- ☐ ⁽²⁰⁾ Improve systems that preserve documentation and institutional knowledge
- ☐ ⁽²¹⁾ Be a model for citizen oversight
- ☐ ⁽²²⁾ Assess and improve the Long Range Planning process
- ☐ ⁽²³⁾ Demonstrate fiscal responsibility

[Link to full FY2025-FY2029 Long Range Plan](#)

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. It is important to review the following requirements, and if possible the source documents, when developing proposed projects for Board consideration and approval. The following are abbreviated summaries of some of the major requirements from both documents.

[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 environmental 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 considering 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 appropriate mitigation measures for potential consequences likely to occur because 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 when the contract was signed.
- ☐ ⁽⁸⁾ Review other concerns agreed upon by the Council regarding actual or potential impacts of terminal or tanker operations.