

Briefing for PWSRCAC Board of Directors – January 2026**ACTION ITEM**

Sponsor: Board of Directors
Project number and name or topic: Director Appointment / Oil Spill Region Environmental Coalition

1. **Description of agenda item:** The purpose of this agenda item is to fill the Oil Spill Region Environmental Coalition (OSREC) seat held by Bob Shavelson. Mr. Shavelson notified the Council that he would be stepping down from his role representing OSREC and as Secretary at the January 2026 meeting. The Council has been notified that Lois Epstein has been appointed by OSREC to fill the seat vacated by Mr. Shavelson. If approved, Ms. Epstein's term would be set to expire at the May 2026 meeting.

Mr. Shavelson's resignation also vacates the office of Secretary, therefore an appointment is needed to fill that vacancy as an officer of the corporation, and to serve on the Executive Committee. Council Bylaws (Section 4.5) allow the vacancy of an officer position to be filled by a majority vote of the Board for the unexpired portion of the term. The officers of the corporation (President, Vice President, Secretary, and Treasurer) are elected each year by the Board, therefore the term of the Secretary is set to expire at the May 2026 Board Meeting.

For awareness, Council Bylaws (Section 3.18.2.1) state that one member-at-large and up to two additional members-at-large shall be elected to the Executive Committee. There are currently three at large members serving on the Executive Committee. Therefore, should the vacant office of Secretary be filled by one of the current members-at-large, the Board may choose not to fill the vacated member-at-large seat.

Member Organizations	Current Term/Vacant Seat	Director Nominated by Member Organization
Oil Spill Region Environmental Coalition	Bob Shavelson Term set to expire May 2026	Lois Epstein

2. **Why is this item important to PWSRCAC:** Confirmations of individuals to the Board of Directors are mandated by the PWSRCAC Bylaws.

3. **Action Requested of the Board of Directors:**

A: Confirm the appointment of Lois Epstein representing the Oil Spill Region Environmental Coalition with a term set to expire at the May 2026 annual meeting.

B: Confirm the appointment of [insert name here] to serve the office of Secretary with a term set to expire at the May 2026 annual meeting.

Note: As mentioned above, if the office of Secretary is filled by a current member-at-large, the Board may choose to solicit and appoint one member of the Board to fill the vacant member-at-large seat,

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or leave the member-at-large seat vacant until the May meeting. If the Board chooses to fill the vacant member-at-large seat, an additional action item is needed as follows:

(Optional) C: Confirm the appointment of [insert name here] to serve as a member-at-large with a term set to expire at the May 2026 annual meeting.

4. **Attachments:** The January 14, 2026 letter from OSREC appointing Lois Epstein, along with her resume, was provided to Board members only under separate cover.