

Briefing for PWSRCAC Board of Directors - September 2021

ACTION ITEM

Sponsor: Joe Lally 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 this year is included as Attachment A to this briefing sheet.

The definition of a protected project is found on page 21 of 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 have been 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. 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 generate 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 FY2023-FY2027 work plan for consideration and adoption by the Board.

3. **Previous actions taken by the Board on this item:** A strategic 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 of all Long Range Planning actions.
4. **Committee Recommendation:** The Long Range Planning Committee recommends Board approval of the proposed protected project list included as Attachment A.

Current Long Range Planning Committee members are Board members Robert Archibald, Amanda Bauer (also TOEM Chair), Patience Andersen Faulkner, and Elijah Jackson; the PWSRCAC technical committee chairs consisting of Steve Lewis (POVTS Chair), Jim Herbert (OSPR 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.

5. **Attachments:**
 - A: Proposed List of Protected Projects
 - B: Guidance Memo (includes the following)
 - Projects ranked for FY2022
 - Projects proposed for FY2022 that were not funded
 - Projects proposed for out-years FY2023-FY2026
 - Proposed FY2023 budget template
 - One-page strategic plan
 - OPA 90 & Alyeska contract requirements
 - C. New Project Briefing Sheet.

Proposed Protected Projects For Long Range Planning

Following is a list of proposed protected projects. 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 on page 21 of 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 (FY2022 budget \$85,000):**

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 (FY2022 budget \$154,980):

PWSRCAC initiated the Long Term Environmental Monitoring Project (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. Every five years 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. The scope of work for LTEMP in FY2021 was greatly expanded due to the April 12, 2020 oil spill from the terminal. The three normal Port Valdez LTEMP sites were monitored five times instead of once. Additionally, two more monitoring sites, close to the origin of the oil spill, were monitored – at times on a weekly basis. 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 (FY2022 budget \$6,000):

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 (FY2022 budget \$7,400):

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 (FY2022 budget \$7,080):

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 (FY2022 budget \$14,400):**

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 (FY2022 budget \$71,200):**

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."

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Long Range Planning Guidance Memo & Supporting Documents August 2021

This packet is intended to provide the Committees with useful information and guidance to help identify projects for fiscal years 2023-2027. The approved schedule for this year's LRP effort is as follows:

- **September 10, 2021:** External project idea deadline
- **October 2021:** Technical committees meet to develop project ideas for FY23-FY27
- **October 22, 2021:** FY23 project budget sheets due
- **November 5, 2021:** Internal management review of FY23 budget sheets due
- **November 19, 2021:** Committee prioritization of FY23 projects due
- **December 3, 2021:** Volunteer workshop to review proposed projects
- **December 5, 2021:** Board and staff ranking of projects due (Sunday after workshop)
- **Early January 2022:** LRP Committee approves draft LRP for Board approval
- **January 26, 2022:** Board LRP workshop
- **January 27-28, 2022:** Board meeting to approve LRP
- **March 11, 2022:** Edits to budget briefing sheets due
- **Week of March 14, 2022:** Manager review of briefing sheets
- **Week of March 21, 2022:** "Rat killing" meeting
- **Week of April 4, 2022:** Finance Committee meeting to review proposed budget
- **April 18, 2022:** Mail budget books to Board members
- **May 4, 2022:** Budget workshop in Valdez

The information contained in this packet includes:

- 1) Projects ranked for FY2022
- 2) Projects proposed for FY2022 that were not funded
- 3) Projects proposed for out-years FY2023-FY2026
- 4) FY23 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 the projects proposed for this year but not included in the budget to determine if they are still relevant. If they are still relevant, please review the goals and objectives and submit an updated budget before proposing the project again for the next fiscal year or beyond.

In addition to reviewing deferred FY22 projects, committees are also asked to develop any new projects for fiscal years 2023-2027. Committees are asked to identify priority goals and objectives and how proposed projects fulfill these goals. 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 definitive enough goals that you will know when they're complete/finished? Are any of your 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 projects that would benefit by having multi-committee involvement (i.e., done in partnership with one or more other committees)?
- How will information and/or results from the program/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 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 SAC's 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 work by regulators and/or industry?

Project Scoring Matrix - Funded FY2022 Projects

Sort Index	Staff	Lead Comm	Lead Comm Rank		FY2022 Projects	Approved FY2022 Budget	Assigned by Staff	Assigned by Board	Assigned By All
							Points	Points	Points
1	AS	POVTS	1	8013	AIS / Radar Whitepaper	\$35,000	79	52	131
2	AL	SAC	1	9512	Determining Concentration and Composition of Oxygenated HC from VMT	\$70,400	67	59	126
3	RR	OSPR	4	6536	Valdez Weather Buoy Data Analysis	\$15,000	64	53	117
4	AS	POVTS	2	8012	Line Throwing Device Trials	\$77,500	59	56	115
5	AL	TOEM	1	5057	APSC's Appeal of EPA's July 2020 Air Quality Rule	\$60,000	65	47	112
6	AL	TOEM	2	5XXX	Crude Oil Piping Inspections Review	\$51,744	52	54	106
7	AL	TOEM	3	5056	Tank 8 Floor and CP System Replacement Design Review	\$11,000	47	59	106
8	AL	SAC	2	9511	PWS Forage Fish Surveys	\$46,300	57	44	101
9	BO	IEC	1	3530	Youth Involvement	\$45,750	59	40	99
10	BO	IEC	2	3410	Fishing Vessel Pgm Community Outreach	\$15,000	55	43	98
11	AS	OSPR	1	65XX	Seal Rocks Wind Meter	\$42,000	49	48	97
12	LS	OSPR	3	6540	Copper River Delta and Flats GRS History	\$20,000	55	38	93
13	LS	OSPR	6	6511	History of VMT C-Planning	\$25,000	57	35	92
14	AS	OSPR	2	6534	Cape Hinchinbrook Wx Surveillance	\$500	52	36	88
15	AL	TOEM	4	5081	Crude Tank 7 and BW Tank 94 Maintenance Review	\$96,000	36	49	85
16	AS	POVTS	3	8014	Emergency Ship Handling Training	\$30,000	36	45	81
17	JR	OSPR	7	7050	Out of Region Equipment Survey	\$30,000	43	35	78
18	BO	IEC	5	6560	Peer Listener Training	\$35,000	44	30	74
19	AL	SAC	4	9513	Hydrocarbon Sensor Monitoring of VMT Impacts in Port Valdez	\$4,700	32	41	73
20	AL	SAC	6	9110	PWS Marine Bird Winter Survey	\$40,400	31	41	72
21	AL	SAC	3	9520	Marine Invasive Species	\$56,870	35	37	72
22	JR	OSPR	5	7030	Fishing Vessel Readiness / Dock Walk	\$1,074	27	39	66
23	AS	POVTS	5	9XXX	Review of Geological Hazards in PWS	\$95,000	21	45	66
24	AL	TOEM	5	5XXX	Minimizing the Environmental Impacts of PFAS from the VMT	\$32,000	39	26	65
25	BO	IEC	4	3903	Internship	\$3,300	20	42	62
26	BO	IEC	3	3XXX	Cultivating Robust Engagement	\$10,000	31	27	58
27	AL	SAC	5	9XXX	Toxicity of Treated Ballast Water to Copepods	\$105,238	30	28	58
28	AS	POVTS	4	8XXX	MASS Technology Review	\$35,000	23	21	44
29	LS	OSPR	8	65XX	OPA 90 Analysis	\$15,000	10	30	40

* Unshaded projects were funded for FY2021 or FY2022. Shaded projects were deferred to FY2023 or beyond.

Protected Projects - Not Ranked

Staff	Lead Comm	Lead Comm Rank		FY2022 Projects	Approved FY2022 Budget
LS	OSPR	Protected	6510	State Contingency Plan Reviews	\$85,000
AS	OSPR	Protected	6530	Weather Data & Sea Currents	\$14,400
AS	OSPR	Protected	6531	Port Valdez Weather Buoys	\$71,200
AJ	IEC	Protected	3200	Observer Newsletter	\$6,000
AJ	IEC	Protected	3300	Annual Report	\$7,400
AJ	IEC	Protected	3610	Web Presence BAT	\$7,080
AL	SAC	Protected	9510	LTEMP	\$154,980

**Prince William Sound Regional Citizens' Advisory Council
Projects Not Included in FY2022 Budget**

<u>#</u>	<u>Title/Explanation</u>	<u>Project Manger</u>	<u>Committee</u>	<u>Budget</u>
Programs and Projects				
3XXX	Cultivating Robust Engagement This project is not moving forward due to lack of funding. It was ranked as lower priority by the Board than other projects. This project may be considered for funding later in FY 2022 if sufficient funds become available. (LRP Rank 26 out of 29)	Oliver, Betsi	IEC	\$ 10,000.00
5591	Crude Oil Piping Inspections Review Staff is recommending this project not move forward until we can confirm with Alyeska that they are willing to provide the information this project requires. We have at least two other TOEM projects for FY 2022 that will require information from Alyeska, but those are projects related to work Alyeska is conducting this summer or in the near future (Tank 7 & 94 Inspections and Tank 8 CP System and Floor Replacement). Alyeska has indicated getting information related to current projects is much more doable than getting information on work that was done in the past – such as the piping inspections that would be the subject of this project. It is anticipated this project will be deferred until FY 2023 or FY 2024 when the Council can confer and confirm with Alyeska regarding their ability to support the exchange of information this project would require. (LRP Rank 6 out of 29)	Love, Austin	TOEM	\$ 51,744.00
5XXY	Minimizing the Environmental Impacts of Per and Polyfluoroalkyl Substances (PFAS) from the Valdez Marine Terminal This project should be deferred until we can understand the extent of Alyeska's current work to mitigate the impacts of PFAS at the VMT. In discussions with Alyeska staff, we've learned that Alyeska is working on this issue and some of that current work may overlap with the scope of this project. To avoid duplication, this project should be deferred until a time when we have a thorough understanding of Alyeska's work to minimize PFAS impacts at the terminal. (LRP Rank 24 out of 29)	Love, Austin	TOEM	\$ 32,000.00
6XXX	Analysis of the Oil Pollution Act of 1990 (OPA90) This project is not moving forward due to lack of funding. It was ranked as lower priority by the Board than other projects. (LRP Rank 29 out of 29)	Swiss, Linda	OSPR	\$ 15,000.00
6XXZ	Seal Rocks Wind Meter This project is dependent on US Coast Guard permitting that has not been secured yet. This project will be recommended for funding during FY 2022 if permits are secured and sufficient funds become available. (LRP Rank 11 out of 29)	Sorum, Alan	OSPR	\$ 5,500.00
7050	Prince William Sound Shippers' Out-of-Region Equipment Survey This project is not moving forward due to lack of funding. It was ranked as a lower priority by the Board than other projects. However, the last out-of-region survey was conducted by PWSRCAC in 2007, and with recent changes in TAPS shippers, this project is timely. The project manager will continue to move forward with drafting a scope of work and developing an RFP for this project, so that the efforts can quickly begin should sufficient funds become available during FY 2022. (LRP Rank 17 out of 29)	Robida, Jeremy	OSPR	\$ 30,000.00
8XXY	Maritime Autonomous Surface Shippis (MASS) Technology Review This project is not moving forward due to lack of funding. It was ranked as lower priority by the Board than most of the other projects. (LRP Rank 28 out of 29)	Sorum, Alan	POVTS	\$ 35,000.00
9XXZ	Toxicity of Treated Ballast Water to Copepods This project is not moving forward due to lack of funding for the relatively high cost of the project. It was ranked as lower priority by the Board than other projects. (LRP Rank 27 out of 29)	Verna, Danielle	SAC	\$ 105,238.00
9XYX	Review of Geological Hazards in Prince William Sound This project is not moving forward due to lack of funding. It was ranked as lower priority by the Board than other projects. (LRP Rank 23 out of 29)	Sorum, Alan	POVTS	\$ 95,000.00
Function Total				\$ 379,482.00
Total				\$ 379,482.00

Programs and Projects	Current Approved FY2022	Proposed FY2023	Proposed FY2024	Proposed FY2025	Proposed FY2026
INFORMATION AND EDUCATION					
3200--Observer Newsletter	\$6,000	\$8,600	\$8,800	\$9,000	\$9,200
3300--Annual Report	\$7,400	\$10,400	\$10,800	\$11,200	\$11,600
3410--Fishing Vessel Outreach Pilot	\$15,000				
3530--Youth Involvement	\$45,750	\$50,750	\$50,750	\$50,750	\$50,750
3610--Website Presence BAT	\$7,080	\$7,434	\$7,805	\$8,039	\$8,280
3903--Internship	\$3,300	\$4,000	\$4,000	\$4,000	\$4,000
3XXX--Cultivating Robust Engagement	\$10,000				
6560--Peer Listener Training	\$35,000				
Subtotals	\$129,530	\$81,184	\$82,155	\$82,989	\$83,830
TERMINAL OPERATIONS AND ENVIRONMENTAL MONITORING					
5057--APSC's Appeal of EPA's July 2020 Air Quality Rule	\$60,000				
5XXX--Crude Oil Piping Inspections Review	\$51,744				
5056--Tank 8 Floor and CP System Replacement Design Review	\$11,000				
5081--Crude Tank 7 and BW Tank 94 Maintenance Review	\$96,000				
5XXX--Minimizing Impacts of PFAS from the VMT	\$32,000				
Subtotals	\$250,744	\$0	\$0	\$0	\$0
OIL SPILL PREVENTION AND RESPONSE					
6510--State Contingency Plan Reviews	\$85,000	\$127,500	\$136,800	\$140,904	\$145,131
6511--History of Contingency Planning	\$25,000	\$25,000			
6530--Weather Data/Sea Currents	\$14,400	\$16,000	\$16,000	\$16,000	\$16,000
6531--Port Valdez Weather Buoys	\$71,200	\$45,000	\$45,000	\$45,000	\$45,000
6536--Analysis of Weather Buoy Data	\$15,000	\$15,100	\$15,100	\$15,100	\$15,100
65XX--Seal Rocks Wind Meter	\$42,000	\$1,000	\$1,000	\$1,000	\$1,000
6534--Cape Hinchinbrook Weather Surveillance	\$500	\$46,000	\$1,700	\$1,700	\$1,700
6540--Copper River Delta and Flats GRS History	\$20,000				
65XX--OPA 90 Analysis	\$15,000				
7030--Fishing Vessel Readiness / Dock Walk	\$1,074				
7050--Out of Region Equipment Survey	\$30,000				
70XX--Documenting Various UAV Uses During Spill Response		\$20,000			
654X--Converting GRSs into a GIS Data Layer		\$20,000			

65XX--Mesoscale Weather Modeling in PWS			\$50,000		
65XX--Land-Based Weather Station at VMT			\$66,200		
Subtotals	\$319,174	\$315,600	\$331,800	\$219,704	\$223,931
PORT OPERATIONS AND VESSEL TRAFFIC SYSTEMS					
8012--Field Trials of Messenger Line Throwing	\$77,500				
8013--AIS / Radar Whitepaper	\$35,000				
8014--Emergency Ship Handling Training Courses	\$30,000				
8XXX--MASS Technology Review	\$35,000				
9XXX--Review of Geological Hazards in PWS	\$95,000				
Subtotals	\$272,500	\$0	\$0	\$0	\$0
SCIENTIFIC ADVISORY					
9110--PWS Marine Bird Winter Survey	\$40,400	\$41,700			
Environmental Monitoring Program	\$154,980	\$156,779	\$223,109	\$229,802	\$236,696
9511--Herring/Forage Fish Survey	\$46,300				
9520--Marine Invasive Species	\$56,870	\$10,000	\$10,000	\$10,000	\$10,000
9512--Determining Concentration and Composition of Oxygenated Hydrocarbons from VMT	\$70,400				
9513--Hydrocarbon Sensor Monitoring of VMT Impacts in Port Valdez	\$4,700	\$7,500	\$7,500	\$7,500	\$7,500
9XXX--Toxicity of Treated Ballast Water to Copepods	\$105,238	\$84,762			
Subtotals	\$478,888	\$300,741	\$240,609	\$247,302	\$254,196
Committee Subtotals	\$1,450,836	\$697,525	\$654,564	\$549,995	\$561,958
PROGRAMS					
3100--Public Information	\$8,185	\$8,431	\$8,683	\$8,944	\$9,212
3500--Community Outreach	\$62,175	\$64,040	\$65,961	\$67,940	\$69,979
3600--Public Communications Program	\$3,950	\$4,300	\$4,650	\$5,000	\$5,350
4000--Program and Project Support	\$1,533,505	\$1,579,510	\$1,626,896	\$1,675,703	\$1,725,974
4010--Digital Collections Program	\$9,476	\$9,760	\$10,053	\$10,355	\$10,665
5000--Terminal Operations Program	\$6,400	\$3,400	\$3,400	\$3,400	\$3,400
6000--Oil Response Program	\$16,000	\$16,000	\$16,000	\$16,000	\$16,000
7000--Oil Spill Response Operations Program	\$7,050	\$7,262	\$7,479	\$7,704	\$7,935
7520--Preparedness	\$42,400	\$45,400	\$48,500	\$49,955	\$51,454
8000--Maritime Operations Program	\$13,390	\$13,792	\$14,205	\$14,632	\$15,071
9000--Environmental Monitoring Program	\$15,900	\$15,900	\$15,900	\$15,900	\$15,900
Subtotals	\$1,718,431	\$1,767,795	\$1,821,728	\$1,875,532	\$1,930,939

LEGISLATIVE AFFAIRS					
4400--Federal Government Affairs	\$53,148	\$54,742	\$56,385	\$58,076	\$59,819
4410--State Government Affairs	\$19,570	\$20,157	\$20,762	\$21,385	\$22,026
4500--DR&R Research	\$5,000				
Subtotals	\$77,718	\$74,900	\$77,147	\$79,461	\$81,845
BOARD OF DIRECTORS					
1350--Information Technology	\$519	\$535	\$551	\$567	\$584
2100--Board Administration	\$143,214	\$147,511	\$151,936	\$156,494	\$161,189
2150--Board Meetings	\$67,980	\$70,019	\$72,120	\$74,284	\$76,512
2200--Executive Committee	\$0	\$0	\$0	\$0	\$0
2220--Governance Committee	\$0	\$0	\$0	\$0	\$0
2222--Finance Committee	\$0	\$0	\$0	\$0	\$0
2700--Legislative Affairs Committee	\$0	\$0	\$0	\$0	\$0
Subtotals	\$211,713	\$218,065	\$224,607	\$231,345	\$238,285
COMMITTEES AND COMMITTEE SUPPORT					
2250--Committee Support	\$152,259	\$156,826	\$161,531	\$166,377	\$171,369
2300--Oil Spill Prevention & Response	\$824	\$849	\$874	\$900	\$927
2400--Port Operations & Vessel Traffic System	\$1,648	\$1,697	\$1,748	\$1,801	\$1,855
2500--Scientific Advisory Committee	\$1,648	\$1,697	\$1,748	\$1,801	\$1,855
2600--Terminal Operations & Environmental Monitoring	\$1,648	\$1,697	\$1,748	\$1,801	\$1,855
2800--Information and Education Committee	\$1,648	\$1,697	\$1,748	\$1,801	\$1,855
Subtotals	\$159,675	\$164,465	\$169,399	\$174,481	\$179,715
GENERAL AND ADMINISTRATIVE					
1000--General and Administrative	\$536,172	\$552,257	\$568,825	\$585,889	\$603,466
1050--General and Administrative--Anchorage	\$166,876	\$171,883	\$177,039	\$182,350	\$187,821
1100--General and Administrative--Valdez	\$189,895	\$195,592	\$201,460	\$207,503	\$213,728
1300--Information Technology	\$125,622	\$129,391	\$133,272	\$137,270	\$141,389
Subtotals	\$1,018,565	\$1,049,122	\$1,080,596	\$1,113,013	\$1,146,404
Subtotals	\$4,636,938	\$3,971,871	\$4,028,040	\$4,023,827	\$4,139,146
Contingency (Current Year Budget)	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000
Total Expenses	\$4,686,938	\$4,021,871	\$4,078,040	\$4,073,827	\$4,189,146

**Prince William Sound Regional Citizens' Advisory Council
Budget Briefing Sheets FY-2023**

Type:

- Capital project (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.)

Attachment B

Budget

Acct #	Account Title	Notes	FY-2023	FY-2024	FY-2025
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				
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 FY2022-FY2026 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 (see pages 14-16 for a more complete list of 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.

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**PWSRCAC Long Range Planning
PROJECT
BRIEFING TEMPLATE**

Submitted by: _____

1. What is the name of the new project?
2. Give a brief description of the new project.
3. Why is this new project important to our organization, mission and/or our constituents?
4. What would be accomplished as a result of successfully completing the new project?
5. What is the probability of successfully completing the project?
6. What is the estimated cost to complete this new project?

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