

Prince William Sound Regional Citizens' Advisory Council
Special Board of Directors Meeting Minutes
June 21, 2022

Members Present: Robert Archibald, Amanda Bauer, Robert Beedle, Mike Bender, Ben Cutrell, Patrick Domitrovich (2:34pm), Wayne Donaldson, Mako Haggerty, Luke Hasenbank, Curtis Herschleb, Dorothy Moore, Bob Shavelson, Michael Vigil, and Kirk Zinck

Members Absent: Nick Crump, Elijah Jackson, Melvin Malchoff, and Angela Totemoff

Staff Present: Jennifer Fleming, Gregory Dixon, Donna Schantz, Joe Lally, Austin Love, Jaina Willahan, Jeremy Robida, Brooke Taylor, Danielle Verna, Ashlee Hamilton, and KJ Crawford

Others Present: Joe Levesque (PWSRCAC Legal Counsel), Mike Day (Alyeska/SERVS), Kate Dugan (Alyeska), Michelle Egan (Alyeska), Roy Jones (PWSRCAC Legislative Monitor), and Davin Holen (SAC Committee)

1. Call to Order and Roll Call: President Archibald called the meeting to order at 2:00pm. A roll call was taken, and the following 13 directors were present representing a quorum for the conduct of business: Archibald, Bauer, Beedle, Bender, Cutrell, Donaldson, Haggerty, Hasenbank, Herschleb, Moore, Shavelson, Vigil, and Zinck.

2. Approve Agenda: Beedle moved to approve the agenda as presented. Bauer seconded. Archibald asked for amendments or objections; hearing none the agenda was approved.

3. Public & Opening Comments: Archibald asked for opening comments from the Board, and public comments from other attendees. There were none.

4. Approval of Consent Agenda: Moore moved to approve the consent agenda. Haggerty seconded. Archibald asked for objection; hearing none, the consent agenda approved as presented.

- [FY2023 LTEMP Contract Change Order](#)
 - a) Approve an FY2023 budget modification, adding \$6,478 to project #9510 – Long-Term Environmental Monitoring Program, for contract expenses.
 - b) Approve negotiation of a contract change order, for contract #951.22.06, with Owl Ridge Natural Resource Consultants, adding \$6,478 for compensation to archive the 1993-2021 Long-Term Environmental Monitoring Program data in the Alaska Ocean Observing System.

- [ArcticCare Sole Source Contract with Arctic IT](#)

A three-year sole source contract (1300.21.01) with Arctic Information Technology for monitoring and supporting PWSRCAC's computer network in an estimated amount of \$72,000.

- [Change to the September 2022 Board Meeting Dates](#)

A deviation from Resolution 05-03 amending the dates of the September Board of Directors meeting, with the meeting set to take place September 22-23, 2022 in Seward.

5. [Approval of New Accounting System Implementation](#): Hamilton explained that staff is seeking approval from the Board to purchase a new financial accounting system, and enter into a contract for support of that system. The new cloud-based system will replace the existing on premises Great Plains software that has been used by the Council for more than 20 years. Unfortunately, Microsoft is ending its support of their Great Plains product so a new system is warranted. Hamilton noted that the Finance Committee has been kept abreast on the status of this project and supports the requested action.

Bauer moved to authorize a three-year sole source contract with Sockeye Consulting for help setting up and configuring the new accounting system as well as providing ongoing support and training at a total cost of an estimated \$36,908 over the three years. Haggerty seconded. Archibald asked for objection; hearing none, the action was approved.

Bauer moved to approve a FY2023 budget modification in the amount of \$22,500 from the capital budget to project 1300 Information Technology for the first year of the Sage Intacct subscription (\$10,500) and Sockeye Consulting contract (\$12,000). Haggerty seconded. Archibald asked for objection; hearing none the action was approved.

Bauer moved to approve a FY2023 budget modification of \$37,500 from the capital budget to the contingency fund. Vigil seconded. Archibald asked for objection; hearing none, the action was approved.

6. [Discussion on moving the December 2022 or January 2023 PWSRCAC meetings to virtual](#): Schantz explained this agenda item was brought to the Board by request of Director Dorothy Moore, as first proposed in her closing comments during the May 2022 Board meeting. At that meeting, Moore suggested either holding the December 2022 events, including Science Night, the Volunteer Workshop, and the annual holiday party, or the January 2023 Board meeting virtually. Schantz explained that if the Board desired to move one of these meetings virtually, it was the recommendation of staff that the January Board meeting be moved to virtual. She added that this is only a discussion item to gauge the Board's interest in this topic. Should the Board feel strongly about moving one of the meetings to virtual, a formal action will need to be brought to the Board at the September 2022 meeting. Schantz invited Moore to speak further on this topic.

Moore gave a synopsis of her thoughts on moving one of these meetings to virtual. She explained that when she first got on the Board, attending virtually wasn't an option. Now that technology has developed enough for more meaningful participation to happen online, she thought it would be more responsible to allow the January meeting to be virtual and not have to have the staff put together two meetings back-to-back, thus overall saving

money for the Council. Many directors spoke to the pros and cons of meeting in person versus virtually, and relayed their personal preference for future events. Due to the varying responses to meeting in person or virtually, as well as some suggestions made to augment the meeting schedule altogether, staff committed to sending a survey to the Board to gauge interest on the makeup of future PWSRCAC Board meetings. If the survey shows consensus to make changes to the current meeting schedule, staff will bring that action to the Board in September.

7. Executive Session to discuss Contract increase for project 5053 System Integrity and Safety Culture Issues to include concerns along the 800-mile pipeline using grant funds from the Alaska Conservation Foundation: Vigil moved to go into Executive Session. Beedle seconded. The Board entered into Executive Session at approximately 2:35pm. The following were invited to join the Board in executive session: Joe Levesque, Roy Jones, Donna Schantz, Joe Lally, Brooke Taylor, KJ Crawford, Ashlee Hamilton, Austin Love, Jennifer Fleming, and any Committee Chairs that were in attendance.

8. Report on Executive Session: Archibald reported that the Board discussed the grant from the Alaska Conservation Foundation to review the system integrity and safety culture issues along the 800-mile pipeline.

Bauer moved to rescind the May 24, 2022 Executive Committee action to accept the \$10,000 award issued by the Alaska Conservation Foundation for the Rapid Response Grant to expand the scope of services for Billie Garde (Project #5053) to include system integrity and safety culture concerns pertaining to the Trans Alaska Pipeline. Beedle seconded. Archibald asked for objection; hearing none, the action was approved.

9. Consideration of Consent Agenda Items: None.

10. Closing Comments: Directors were given the opportunity to make closing comments. Archibald stated that this year is the 45th anniversary of TAPS.

11. Adjourn: Beedle moved to adjourn. The meeting adjourned at 3:40pm.

Secretary