



**Lower Columbia Region Harbor Safety Committee
General Membership Meeting Minutes**

1000 - 1200

Wednesday, January 14, 2015

**Venue: USCG Marine Safety Unit Portland
6767 N. Basin Street
Portland, Oregon**

Managing Board Members					
Name of Member and Alternate	Agency/ Industry/ Organization	Sector	Name of Member and Alternate	Agency/ Industry/ Organization	Sector
Kate Mickelson	Columbia River Steamship Operators	Associations	Fred Myer	Port of Portland	Ports
Robin Wright Rebekah Canfield	Merchants Exchange	Information Systems	Lars Uglum	Port of Vancouver USA	Ports
Kristin Meira Heather Stebbings	Pacific Northwest Waterways Assc.	Associations	Ashley Helenberg	Port of Longview	Ports
Kirk Bonnin	Olympic Tug & Barge	Barge Operators	Phil Brotherton Duffy Daniels	Transmarine Navigation Corp. Wilhelmsen Ship Svc	Shipping Agents
Jon Gornick Jessica Stokke	US Army Corps of Engineers	Federal Agencies	Susan Johnson	Oregon Board of Maritime Pilots	State Agencies
CAPT Ropp LT Morrison	US Coast Guard	Federal Agencies	Mike Zollitsch	Oregon Dept of Environ. Quality	State Agencies
Dan Jordan	Columbia River Bar Pilots	Pilots	Scott Ferguson	Washington State Dept of Ecology	State Agencies
Steve Woods	Columbia River Pilots	Pilots	Hans Meere	Export Grain Terminal (EGT)	Terminal Operators
Ernie Quesada Carl Boelter	Clean Rivers Cooperative	Port & Vessel Services	Pete Pawlicki Clark Jennison	Kirby Offshore Marine	Vessel Operators
Roman Geigle	NWFF Environmental	Port & Vessel Services	Dennis Corwin Don Gribling	Portland Spirit	Vessel Operators
Andy Meyer	Columbia River Yachting	Associations	Fred Harding Rob Rich	Shaver Transportation	Vessel Operators



	Association		Steve Shaver		
Jim Townley	P.I.E	Associations			



Managing Board Minutes

Chair: Anne McIntyre*

Vice-Chair: Kirk Bonnin

Secretary: Susan Johnson

1. Introductions

*Chair Anne McIntyre resigned and Vice-Chair Kirk Bonnin is currently acting Chair. Vice Chair Kirk Bonnin called the meeting to order at 0903hrs.

2. Old Business

- a) Budget Establishment: Rebekah Canfield, Merchants Exchange, gave an update on the status of the LCRHSC Budget establishment and invoicing for voluntary contributions of stakeholders.
- b) WA State Oil Transport Study: Scott Ferguson, WA Department of Ecology, gave a brief report on the status of January 12th legislation and results from Washington State Oil Transport Study. There were 43 recommendations made by the study, including but not limited to: expansion of best achievable protections to include rail and pipeline, reducing the threshold for oil spill response account use to \$1000, and a call for emergency management planners to address the changing energy industry.
- c) Charter Changes: Brief discussion on the Charter change proposed due to the resignation of the Current Chair and addition of administrative services and budget development by the Merchants Exchange.
 - Chair Resignation Procedure: no current resignation procedure exists for the LCRHSC. Hand-off protocol is needed and clarification of promotion of Vice-Chair to assume Chair duties needs to be developed.
 - Budget: Charter needs to include language that includes the development of the voluntary contribution schedule and management of funds by Administrator, Merchants Exchange
 - Executive Committee: a name change is proposed to correct the name of the Committee from "Executive Committee" to "Executive Steering Committee." The advisory and non-authoritative function of the Committee (made up of past-Chair's and membership) needs to be further clarified.



- Secretary: duties of the Secretary officer position need to be better defined now that the Merchants Exchange is taking over administrative duties of the LCRHSC
- Change of Watch: protocol needs to be developed to better articulate the transition procedure during the first meeting of the year.

Acting Chair Kirk Bonnin tasks the Executive Steering Committee with the development of the Charter revisions.

3. Active Working Sub- Committees Reports

- **Anchorage**: Steve Woods will be replacing Anne McIntyre as Chair of the Anchorages Committee
 - **Bridges**—Dennis Corwin: No report
 - **Extreme Water**—Jon Gorwick: No report
 - **Harbor Safety Plan**—Mike Titone: Mike gave a brief report that articulated his job change from Columbia River Steamship Operators' Association to incoming Executive Director of Columbia River Bar Pilots. He expressed his desire to continue work on the Harbor Safety Plan for the LCRHSC. 2 chapters of the plan have already been reviewed; more will be reported to the Board in March.
 - **Make-Way**—USCG/Pilots: No report
 - **Navigation**—Dan Jordan: No report
 - **Outreach**—Heather Stebbings: No report
4. **USCG Report on Vessel Incidents**: Representatives of the USCG gave a brief status report on vessel incidents and investigations into incidents involving commercial fishing vessels, single haul barges, and suspensions/revocation of licensure. It was also reported that Multnomah Buoy 83A was upgraded to a flashing light. USCG also reminded membership that the Captain of the Port Industry Breakfast events are held monthly and open for interested parties to attend.

5. New Business

- **Revision of Slate of Officers for 2015**: Due to the resignation of elected Chair Anne McIntyre, Vice-Chair Kirk Bonnin is now Acting Chair. Nominations for the position of Vice-Chair are needed. Slate will be presented to Board and Membership at the March meeting.
- **Finalizing venue arrangements for 2015**
- **Solicitation of ideas for enhanced communications across all sub-committees**: Suggestions of an interactive web-based message board,



dedicated LCRHSC webmail and interactive calendar were made to enhance communications across sub-committees. Chair and administrators will look into solutions and report back to membership.

- **Suggestions for website enhancements:** suggestions for website enhancements are to be sent, via email, to Rebekah Canfield or Susan Johnson.

6. Request for Public Comment / Future Agenda Items

7. For the Good of the Order

8. Next Meeting:

<u>Dates</u>	<u>Location/Options</u>
March 12, 2014	Clean Rivers Facility
May 14, 2014	Portland Merchants Exchange
July 9, 2014	Astoria
September 10, 2014	Longview, TBA
November 12, 2014	Portland Spirit

9. Motion to Adjourn

With no further business, the meeting was adjourned.