



# Lower Columbia Region Harbor Safety Committee

## LCRHSC MANAGING BOARD MEETING MINUTES

### Regular Meeting—July 8, 2015

The regular meeting of the Lower Columbia Region Harbor Safety Committee (LCRHSC) was held on Wednesday, July 8, 2015 at the Columbia River Maritime Museum, Astoria. . Chair Kirk Bonnin called the meeting to order at 0900 and a round of introductions of those present was held.

Managing Board Members in attendance:

Kirk Bonnin, Olympic Tug & Barge, <i>Chair</i>	Fred Myer, Port of Portland, <i>Vice Chair</i>
Holly Robinson, MFSA	Liz Wainwright, Merchants Exchange
Pat Ropp, USCG	Kate Mickelson, CRSOA
Cale Karrick, Transmarine	Dennis Corwin, Portland Spirit
Mike Zollitsch, OR DEQ	Scott Ferguson, WA DOE
Roman Geigle, NWFF Environmental	Mike Titone, Columbia River Bar Pilots
Dan Jordan, Columbia River Bar Pilots	Kristin Meira, PNWA
Pete Pawlicki, Kirby	Alyson Evans, CRC/MFSA
Eric Burnette, Oregon Board of Maritime Pilots	Randy Clark, USCG
Rick Gill, COLRIP	Steve Woods, COLRIP
Jon Gornick, Army Corps of Engineers	Fred Harding, Shaver Transportation
James Tongue, Columbia River Yachting Assn.	

*Not in attendance (1 representative per company): Duffy Daniels, Wihelmsen Ship Service; Helenberg, Port of Longview; Stu Sanborn, Tidewater; Hans Meere, EGT; Jim Townley, PIE; Lars Uglum, Port of Vancouver USA; Susan Johnson, Secretary, Oregon Board of Maritime Pilots.*

*Also in attendance: Rebekah Canfield, LCRHSC Administrator, Merchants Exchange; Crescent Moegling, NOAA; Ken Lawrenson, USCG; Laura Springer, USCG; Steve Ackerman, Columbia River Bar Pilots.*

Importance of the Managing Board and the Mission of the LCRHSC

Chair Kirk Bonnin would like to stress the importance of participation at Managing Board meetings. The Managing Board has 6 meetings a year, lasting roughly 1 hour in order to conduct all business per year. All managing board members are encouraged to participate fully and attend ready to accomplish agenda items.

## Minutes

### 1. Review of Minutes

Approval of the Minutes from January, March and May meetings were accepted as written. Bekah Canfield spoke briefly about the format changes that will be coming henceforth.

### 2. Old Business

#### a. Update on budget and contact list management

Rebekah Canfield, LCRHSC Administrator gave a brief update on the status of the 2015 Budget. Currently, LCRHSC has raised enough funds to cover administrative costs for the year but still has 45% of funds estimated left to raise. Officers will be conducting outreach to members and companies that have not yet contributed. Fundraising focus is shifting to the National Harbor Safety Conference.

Contact list management is a big priority for the LCRHSC and Rebekah will be working with members to curate a list and send mass emails and calendar requests using both the website and Constant Contact. Rebekah will continue to work with Officers to identify a schedule for Board-specific announcements and information releases. Rebekah will also develop a survey to distribute to the Managing Board and the General Membership regarding contact preferences and updates.

### 3. Review of Active Working Committee Reports:

Written reports were attached to the meeting packet and were ready to be presented to the General Membership Meeting.

### 4. Harbor Safety Plan Update

- a. The Aids to Navigation, Navigation Practices, Plan Enforcement and the Bunkering chapters were all accepted as amended. **m/s/a**

### 5. National Harbor Safety Committee 2016

Kirk provided a brief update on the status of the National Harbor Safety Committee.. Currently a local NHSC Sub-Committee has been formed and comprises of: Kirk Bonnin, Fred Myer, Liz Wainwright, Heather Stebbings, Ashley Hellenberg, Dennis Corwain, Kate Mickelson and Jim Townely. The local committee is assisted by the staff at TRB who will be doing logistics for the conference. Currently, TRB is sending out RFP's for hotels and the LCRHSC is responsible for developing the agenda. More details will be discussed at the General Membership Meeting.

6. New Business/Good of the Order: None

7. Motion to Adjourn

Managing Board meeting adjourned at 1005hrs. m/s/a