

# Aleutian Islands Waterways Safety Committee Managing Board Meeting Draft Agenda

April 28, 2020

1:30pm (AKDT)

Webinar

*Webinar instructions at end of document*

## Invitees:

Mayor Joe Bereskin, Board Member  
Shari Coleman, Secretary/Treasurer  
Captain Buddy Custard, Vice President  
Shirley Marquardt, President  
Peggy McLaughlin, WSC Chairwoman

### Ex Officio:

Aaron Poe, Aleutian Bering Sea Islands,  
LCC (ABSI)  
CDR Justin W. Jacobs, U.S. Coast Guard,  
Sector Anchorage (USCG)  
LT Mateusz "Matt" Lemanski, U.S. Coast  
Guard, Sector Anchorage (USCG)

LCDR Bart Buesseler, NOAA Office of Coast  
Survey

Jeff Williams, U.S. Fish and Wildlife Service  
Bernie Nowicki, Alaska Department of  
Environmental Conservation (ADEC)  
Jeanette Alas, Alaska Department of Fish &  
Game (ADF&G)

### Others:

Tim Robertson, Nuka Research and  
Planning Group  
Sara Nichols, Nuka Research and Planning  
Group

I. Call to Order..... President Marquardt

II. Review of Action Items From Last Meeting

a. Buddy

- Set-up Bank accounts on behalf of AIWSC with AMPRN staff and seed \$
- AMPRN will analyze vessel traffic data and compile statistics appropriate for NRDA Funding application
- Set-up funding sub-committee (LCDR Buesseler, Aaron Poe, Steven Gabelein, Bert Ray, Tim Robertson) and begin work on NRDA application and Legislative appropriation
- Talk to AK Legislators in Juneau about supporting the Excess Head Tax Initiative for Alaska Maritime Safety Committees
- Experiment with vessels to see if they can download small version of WSP
- Contact DOD Representative, re: Presentation at next WSC Meeting

b. Peggy McLaughlin

- Bring Legislative Appropriation request to the attention of State Harbor Association and solicit their support
- Work with Tim Robertson to develop agenda for next WSC Meeting

c. Nuka Research

- Draft 'Thank You' letters to Frank Kelty and Leslie Pearson
- Notify Committee Members of appointments and new seat terms
- Circulate previously sent letters to Governor Walker regarding the Excess Head Tax Initiative

- Set up Special Board Meeting for the week of Feb 2 (30 min) for election of Board Officers and possible discussion of next WSC Meeting
- Set up meetings of the various AIWSC Workgroups in preparation for a Spring WSC Meeting
- Continue work on further shrinking the size of the WSP digital document. AMPRN has capability to email the individual ships with the smaller plan.

III. Agenda Approval.....All

IV. Review and Approve Meeting Minutes of January 15, 2020 .....All

V. Review and Approve Special Meeting Minutes of February 20, 2020 .....All

VI. Reports

    a. Secretary/Treasurer Report ..... Shari Coleman/Tim Robertson

    b. Committee Chair Report ..... Peggy McLaughlin

    c. Facilitators Report..... Tim Robertson

VII. Membership Committee and Workgroups.....All

    a. Vacancies.....All

    b. Appointments.....All

VIII. Old Business

IX. New Business

    a. WSC Spring Meeting Agenda, program and date

        i. Encourage workgroup chairmen to develop action items for the Committee level

        ii. Funding

X. Next Steps ..... Tim Robertson

XI. Review Action Items..... Sara Nichols

XII. Set Next Meeting .....All

XIII. Adjourn

**Webinar Instructions**

Join Zoom Meeting:  
<https://zoom.us/j/96047590173?pwd=TGtNZENoRVFkdnZpN1dTZUlvbWI2UT09>

Or Dial in: 1 669 900 6833 Meeting ID: 960 4759 0173 Password: 978232

Meeting Materials:

1. January 15, 2019 draft minutes

2. February 20, 2020 draft minutes
3. Financial Report
4. Current AIWSC Roster
5. Draft WSC Agenda
6. Draft Stakeholder contribution letter

# Aleutian Islands Waterways Safety Committee Managing Board Meeting

**DRAFT** Minutes

January 15, 2020

9:30AM – 12PM

AMPRN Boardroom

1400 W Benson Blvd #420, Anchorage, AK 99503

## Attendees:

Mayor Joe Bereskin, Board Member *webinar*

Captain Buddy Custard, Secretary/Treasurer

Peggy McLaughlin, WSC Representative

## Ex Officio:

Aaron Poe, Aleutian Bering Sea Islands, LCC (ABSI)

CDR Justin W. Jacobs, U.S. Coast Guard, Sector Anchorage (USCG) *webinar*

LT Mateusz “Matt” Lemanski, U.S. Coast Guard, Sector Anchorage (USCG) *webinar*

LCDR Bart Buesseler, NOAA Office of Coast Survey

Bernie Nowicki, Alaska Department of Environmental Conservation (ADEC)

Jeanette Alas, Alaska Department of Fish & Game (ADF&G) *webinar*

## Others:

Tim Robertson, Nuka Research and Planning Group *webinar*

Sara Nichols, Nuka Research and Planning Group *webinar*

The 11<sup>th</sup> regular meeting of the AIWSC Managing Board was called to order by Secretary/Treasurer Custard at 9:35am.

## Agenda Approval

**Motion Bereskin, McLaughlin to approve the agenda as presented. Motion passes unanimously**

## Approval of Meeting Summaries - September 4, 2019 and December 10, 2019

**Motion McLaughlin, Bereskin to approve the summaries of September 4, and December 10, 2019. Motion passes unanimously**

## Secretary/Treasurer Report

Buddy Custard and Tim Robertson reported that as of this time the organization is still operating on funds provided through the National Fish and Wildlife Foundation grant – current balance = \$32,000. Operations expenditures total \$28,000. AMPRN staff will work to set up a bank account, after which Nuka Research will be able to establish a Paypal account. 2019 expenditures will be reported through the grant but for 2020, independent accounts need to be established.

## **Committee Chair Report**

Peggy McLaughlin reported that the Committee held four meetings in 2019. The Waterways Safety Plan was passed and published. As for next steps, they will be looking to revise some navigational pieces and tighten up the Plan.

## **Facilitators Report**

Tim Robertson reported that the WSC has come a long way and we are ready to hit our stride. Moving forward, the organization can set the pace and determine how active you want it to be. There are currently 30 volunteers working for the committee which is a great thing, but the Board needs to ensure sustainability and set a pace that is maintainable. There are external relationships that need to be cultivated and maintained. Find a balance between not burning people out but making sure the organization doesn't get stagnate.

## **WCHSC Conference Report**

Tim Robertson reported that it was a good conference comprised of all the HSC chairs on the West Coast. He encouraged the Board to take advantage of this networking opportunity every year. Consider funding the Chair's attendance for the next one.

## **Membership Vacancies**

- a. At Large, Primary - Leslie Pearson is resigning from her Committee seat. Nuka Research will draft a 'Thank You' letter expressing the Board's appreciation for her invaluable input and drive in getting the Waterways Safety Plan to where it is today.
- b. Oil Spill Response Organization, Primary - Matt Melton is no longer with Chadux and has not provided a letter of resignation nor a response to efforts to reach him regarding the status of his seat.

**Motion Custard, McLaughlin to declare the Oil Spill Response Organization, Primary Seat vacant. Motion passes unanimously**

## **Membership Appointments**

- a. Resolution 2020-01 Committee Member Re-appointments

**Motion McLaughlin, Bereskin to adopt Resolution 2020-01 re-appointing the listed members for three (3) year terms expiring in December 2023. Motion passes unanimously**

- b. Morgann Machelak – Ships Agents, Alternate; Melissa Good – At Large, Primary; Chris Burns – Oil Spill Response Organization, Primary

**Motion McLaughlin, Bereskin to appoint Morgann Machelak as Ships Agents, Alternate and Melissa Good as At Large, Primary for three (3) year terms ending December 2023; Chris Burns as Oil Spill Response Organization, Primary for the remaining term ending December 2020. Motion passes unanimously**

## **AIWSC Funding**

- NRDA Funding Proposal

LCDR Buessler provided a [written report](#) to the group. There is hope that this is a potential source of funding for AIWSC if we can quantify what this group does to the prevention of the amount of oil that gets on the beach. Although, this is not a near-term resource, the process of applying needs to start soon

- There was a recent incident in the identical location of Selendang Ayu in which the navigation portion of Waterways Safety Plan was referenced.
  - Vessel tracking with amount of fuel being hauled through AIWSC geographic scope? Provide it as an example – useful to decision makers.
  - AMPRN will analyze and pull data together to help in the NRDA application – near misses, transients, etc.
  - Geofencing project could present some technology to list as a proactive/preventative measure
- Excess Head Tax Fund
    - McLaughlin will bring request for support in this effort to the Harbor Association - could give weight to our Legislative request.
    - Custard will reach out to Hoffman as a potential ally to Micciche in the Legislature

## **AIWSC Funding Structure – Committee Contributions**

Nuka Research provided a draft letter to AIWSC Members asking for internal funding. These would be tax deductible contributions

- \$2,000 recommended as a starting amount - raising \$10K for 2021 would sustain the organization.
- Custard will work with Robertson on some edits before sending the letter out.

## **Board Officer Elections**

Resolution 2020-02 – *action postponed until full Board in attendance*

- Managing Board Vacancy

Board members decided to advertise the vacancy to current WSC Members to see if there is interest for a person to serve at the Board level.

Poe will reach out to the Pribilof tribes (include text from Nuka Research announcement).

## **Communication Plan for Waterways Safety Plan**

Communication Sub-committee's recommendations have some have budget implications - hard copy distribution, CD/thumb drives, staff time.

- Some partners would be able to help with the costs (Unalaska Port, etc.)
- Nuka Research will continue to work on further shrinking the size of the digital document. AMPRN has capability to email the individual ships with the smaller plan. Custard can experiment with vessels to see if they can download small version.

## **2020 Budget Review and Approval**

**Motion McLaughlin, Bereskin to approve the 2020 Budget as presented. Voice Vote, unanimous. Motion Passes**

## **Review Action Items**

- Buddy Custard
  - Set-up Bank accounts on behalf of AIWSC with AMPRN staff and seed \$
  - W/ Steven Gabelein will analyze vessel traffic data and compile statistics appropriate for NRDA Funding application
  - Set-up funding sub-committee (LCDR Buesseler, Aaron Poe, Steven Gabelein, Bert Ray, Tim Robertson) and begin work on NRDA application and Legislative appropriation
  - Talk to AK Legislators in Juneau about supporting the Excess Head Tax Initiative for Alaska Maritime Safety Committees
- Peggy McLaughlin
  - Bring Legislative Appropriation request to the attention of State Harbor Association and solicit their support
  - Work with Tim Robertson to develop agenda for next WSC Meeting
- Nuka Research
  - Draft 'Thank You' letters to Frank Kelty and Leslie Pearson
  - Notify Committee Members of appointments and new seat terms
  - Circulate previously sent letters to Governor Walker regarding the Excess Head Tax Initiative
  - Set up Special Board Meeting for the week of Feb 2 (30 min) for election of Board Officers and possible discussion of next WSC Meeting
  - Set up meetings of the various AIWSC Workgroups in preparation for a Spring WSC Meeting

## **Adjourn**

**Motion McLaughlin, Bereskin for adjournment. Motion passes by non-objection. Meeting adjourned at 11:18am.**

Meeting Materials:

1. September 4 meeting summary
2. December 10 meeting summary
3. Expense Report
4. West Coast Harbor Safety Committee Summit Agenda
5. Membership Roster
6. Current Expired Seats table of responses
7. Resolution 20-01 WSC Seat Appointments
8. Machelak Resume and LOI
9. NRDA Funding Report from LCDR Buessler
10. Draft Contribution Letter to WSC Members
11. Frank Kelty Resignation Letter
12. Resolution 20-02 Officers
13. Communications Committee meeting summary
14. Draft 2020 Budget (submitted separately)

DRAFT



**Aleutian Islands Waterways Safety Committee  
Managing Board Special Meeting  
Minutes (Draft)  
February 20, 2020  
10:30AM (AK)  
Webinar**

**Attendees:**

Mayor Joe Bereskin, Board Member  
Captain Buddy Custard, Secretary/Treasurer  
Shirley Marquardt, Vice President

**Ex Officio:**

LCDR Bart Buesseler, NOAA Office of Coast Survey  
Jeanette Alas, Alaska Department of Fish & Game (ADF&G)

**Others:**

Tim Robertson, Nuka Research and Planning Group  
Sara Nichols, Nuka Research and Planning Group  
Shari Coleman, Unisea, Inc.

The Special Meeting of the AIWSC Managing Board was called to order by Vice-President Shirley Marquardt at 10:40am.

**Agenda Approval**

**Motion Custard, Bereskin to approve the agenda. Motion passes by non-objection.**

**New Board Member Selection**

Marquardt nominated Shari Coleman a 25 year resident of Unalaska, City Council member and Alaska Department of Fish & Game Advisory Board Member.

**Motion Bereskin, Marquardt to appoint Shari Coleman to the AIWSC Managing Board of Directors. Voice vote, unanimous**

**Board Member Officer Elections**

Custard nominated Shirley Marquardt for the seat of President.

**Motion Coleman, Bereskin to appoint Shirley Marquardt as AIWSC Managing Board President. Voice Vote, unanimous. Approved and accepted**

Marquardt nominated Buddy Custard for the seat of Vice-President.

**Motion Coleman, Bereskin to appoint Buddy Custard as AIWSC Managing Board Vice-President. Voice Vote, unanimous. Approved and accepted**

### **Secretary/Treasurer**

Responsible for accounting and keeping the books, IRS filings, etc. Nuka Research has been taking care of those duties up to this point. Staff will keep track of the books to be reviewed by the Treasurer. Secretary keeps records of Board and signs any resolutions passed by the Board.

Custard nominated Shari Coleman after specifying that he will continue with his current role in developing a funding stream, checking account, etc.

**Motion Custard, Marquardt to appoint Shari Coleman as AIWSC Managing Board Secretary/Treasurer. Voice Vote, unanimous. Approved and accepted**

**WSC Chairperson** – SM, BC to keep PM on as WSC Chair. Voice Vote unanimous

**Motion Marquardt, Custard to appoint Peggy McLaughlin as the Aleutian Islands Waterways Safety Committee Chair. Voice Vote, unanimous.**

### **Next Board Meeting - TBD**

- Discuss WSC Agenda, program and date for next WSC meeting
  - Encourage workgroup chairmen to develop action items for the Committee level
  - Funding
  - Nuka Research will work with Peggy to develop a date
  - In person – would be good, but not necessary

**Motion Custard, Marquardt for adjournment. Meeting adjourned at 11:08am.**

**Aleutian Islands Waterways Safety Committee Roster  
September 17, 2019 Version**

**Voting Members**

<b>Seat</b>	<b>Primary</b>	<b>Exp.</b>	<b>Alternate</b>	<b>Exp.</b>
(a) At Sea Fish Processors	Chris Woodley	12/20		
(b) Commercial Fishing	Frank Vargas	12/22		
(c) Commercial Fishing Vessels <60feet	Dustan Dickerson	12/20		
(d) Passenger Vessels	Steven Gabelien	12/22		
(e) Cargo Ships				
(f) Tank Vessels	Ingo Rose	12/22		
(g) Barges (including cargo and petroleum) and associated tugs	Wyatt Morgan	12/20	David Ridge	12/22
(h) Assist Tugs (docking, rescue)	Chris Iszler	12/22		
(i) Port Director, Harbor Master, Local Government	Scott Brown	12/20	Ernie Weiss	12/19
(j) Terminal Operators	Jennifer Tungul	12/22		
(k) Oil Spill Response	Chris Burns	12/20		
(l) P & I Clubs	Bert Ray	12/22		
(m) Salvage	Todd Duke	12/20		
(n) Alaska Native Interest	Thomas Robinson	12/22		
(o) Conservation Organizations	Andrew Hartsig	12/20		
(p) Marine Pilots	David Arzt	12/22		
(q) Ship's Agents	Andrew Mew	12/20	Morgan Machalek	12/22
(r) Subsistence User	Karen Pletnikoff	12/22		

<b>Seat</b>	<b>Primary</b>	<b>Exp.</b>	<b>Alternate</b>	<b>Exp.</b>
(s) AIWSC Managing Board Director	Peggy McLaughlin	12/20	Buddy Custard	12/22
(t) At Large	Melissa Good	12/22		12/20
(u) Vessel Monitoring and Tracking	Ed Page	12/20		12/22

### **Ex Officio Members (Non-Voting)**

<b>Seat</b>	<b>Primary</b>	<b>Alternate</b>
U.S. Coast Guard (USCG)	CDR Justin Jacobs	LT Mateusz "Matt" Lemanski
Alaska Department of Conservation (ADEC)	Crystal Smith	Bernie Nowicki
NOAA, Office of Coast Survey	LT Bart Buesseler	Vacant
U.S. Fish and Wildlife Service	Jeff Williams	
Aleutian Bering Sea Islands, Inc. (ABSI)	Aaron Poe	Vacant
Alaska Department of Fish and Game	Jeanette Alas	Miranda Westphal

### **Managing Board of Directors**

<b>Director</b>	<b>Office</b>
Mayor Joe Bereskin	Member At Large
Shari Coleman	Secretary/Treasurer
Captain Buddy Custard	Vice-President
Shirley Marquardt	President
Peggy McLaughlin	HSC Chair

# Aleutian Islands Waterways Safety Committee

## Meeting Agenda

TBD, 2020

TBD (AKDT)

### Teleconference/Webinar

*webinar instructions at end of this document*

#### Invitees

##### Committee Members

Chris Woodley - At Sea Fish Processors, Primary  
Frank Vargas - Commercial Fishing, Primary  
Dustan Dickerson - Commercial Fishing Vessels <60ft., Primary  
Steven Gabelein - Passenger Vessels, Primary  
Ingo Rose - Tank Vessels  
Wyatt Morgan - Barges (including cargo and petroleum) and associated tugs, Primary  
David Ridge - Barges (including cargo and petroleum) and associated tugs, Alternate  
Captain Chris Iszler - Assist Tugs, Primary  
Scott Brown - Local Government, Primary  
Ernie Weiss - Local Government, Alternate  
Jennifer Tungul - Terminal Operators, Primary  
Herbert Ray - P & I Clubs, Primary  
Todd Duke - Salvage, Primary  
Thomas Robinson - Alaska Native Interest, Primary  
Andrew Hartsig - Conservation Organization, Primary  
Captain David Arzt - Alaska Marine Pilots, Primary  
Andrew Mew - Ship's Agents, Primary

Karen Pletnikoff - Subsistence User, Primary  
Peggy McLaughlin - Chairwoman & Managing Board Representative

Leslie Pearson - At Large, Primary  
Melissa Good - At Large, Alternate

##### Managing Board

Shirley Marquardt, President  
Captain Buddy Custard, Vice-President  
Shari Coleman, Secretary/Treasurer  
Mayor Joe Bereskin, Member

##### Ex Officio

CAPT Sean MacKenzie, U.S. Coast Guard, Sector Anchorage  
CDR Justin Jacobs, U.S. Coast Guard, Sector Anchorage  
LT Matt Lemanski, U.S. Coast Guard, Sector Anchorage  
Aaron Poe, Aleutian Bering Sea Initiative  
Bernie Nowicki, Alaska Department of Environmental Conservation  
Jeff Williams, National Fish & Wildlife Service  
Jeanette Alas, Alaska Department of Fish & Game  
LCDR Bart Buesseler, NOAA

- I. Call to Order ..... Peggy McLaughlin, Chair
- II. Introductions ..... Peggy McLaughlin, Chair
- III. Housekeeping Actions ..... Peggy McLaughlin, Chair
  - i. Meeting Protocols
- IV. Approval of Agenda
- V. Public Comments (limited to 5 minutes each)
- VI. Approval of Meeting Summary October 28, 2019
- VII. Reports to Committee
  - a. Ex Officio Reports
    - i. USCG .....CDR Justin Jacobs
    - ii. ADEC..... Bernie Nowicki

- iii. NOAA ..... LCDR Bart Buesseler
  - iv. USFWS.....Jeff Williams
  - v. ADFG..... Jeanette Alas
  - vi. Aleutian Bering Sea Initiative ..... Aaron Poe
  - b. Managing Board Report ..... Shirley Marquardt
  - c. WSC Chair Report ..... Peggy McLaughlin
  - d. Workgroup Reports
    - i. Waterways Safety Plan Workgroup ..... Ed Page
    - ii. Navigation Workgroup..... Captain David Arzt
    - iii. WSP Communications Workgroup..... Tim Robertson
  - e. Facilitator’s Report ..... Tim Robertson
  - f. DOD Presentation
- VIII. Old Business
- a.
- IX. New Business
- a.
- X. Review Action Items and Set Next Meeting ..... Peggy McLaughlin
- XI. Closing Committee Comments
- XII. Adjourn
- Meeting Materials:
1. Meeting Protocols
  2. Current Roster
  3. October 28, 2019 Meeting Summary

**Webinar instructions**

Join Zoom Meeting <https://zoom.us/j/242611607>

Or Dial-in: 1 669 900 6833 Meeting ID: 242 611 607#



*Our mission is to enhance safe and efficient maritime operations in the region by fostering a productive exchange of information among mariners and other stakeholders and establishing and promoting best practices.*

January XX, 2020

Re: Contribution to Aleutian Islands Waterway Safety Committee

Dear {individually addressed}:

On behalf of the Aleutian Islands Waterway Safety Committee (AIWSC) Board of Directors, I would like to thank you for your participation and support of our organization and ask that your organization consider a financial contribution for 2020 in the suggested amount of \$xxx. As you may already know, the AIWSC was begun with a grant from the National Fish and Wildlife Foundation from the fund established through the criminal plea agreement that resulted from the Selendang Ayu incident. The funds from that grant will be completely utilized in the coming months. One of the responsibilities of the Board of Directors is sustainable funding for the organization.

The AIWSC has come a long way in the short time since our formation in 2018. Since then we have:

- Established the organization as an Alaska non-profit corporation and have been received a 501(c)(3) designation by the IRS
- Formed the Committee and several workgroups that are served by xx volunteers representing a broad cross section of the maritime community
- Drafted and published a Waterway Safety Plan with is the outward facing document of the AIWSC establishing best practices recommendations of the Committee and providing important marine safety information for mariners in the waterway.
- Setup a cost-effective administration that includes a website and coordinates communication within and outside the organization.

The Board is exploring several opportunities for continued funding for the organization, but we feel the that outside funders will be more receptive if there is a component of funding from within the maritime community being served by the organization. To that end we are asking organizations that are part of the Aleutian, Pribilof, and Alaska Peninsula maritime community to show their support by making a modest financial contribution to the

organization. We realize that your funds are limited and that we have the obligation as an organization to provide a value to the community for the contributions that we receive. We think that our mission to enhance safe and efficient marine operations in the region is important that that in pursuing that mission we are providing a valuable service to our community. We hope that you agree and will make a contribution to support our mission.

You can make the contribution to the Aleutian Islands Waterway Safety Committee through the following this link or by visiting our website at <https://www.aleutianislandswsc.org/>

Sincerely,

AIWSC Managing Board President

DRAFT