

July 18, 2012

9:00am – 11:00am

# 2012 Maritime Emission Inventory Steering Committee

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**Meeting called by:** Port of Tacoma

**Note taker:** Matoya Darby

**Facilitator:** Ron Stuart

**Attendees:**

Ron Stuart, Matoya Darby, Cindy Lin, Ellen Watson, Joe Ray, Donna Spaulding, , Bruce Anderson, Guiselle Andrette, Frank Van Haren, Darnell Botanelli, Brandon Whitaker, Carrie Nyssen, Janice Gedlund, Frank Holmes

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## *Minutes*

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**Agenda item:** POS/POT Additional Work

**Discussion:**

- After reviewing the inventory draft document, Port of Tacoma and Port of Seattle concluded it would be in the best interest of both ports to look at not just the Port boundaries but other contributions that we label as regional and airshed emissions. They felt the public would be interested in that information. Starcrest was asked for a quote for Port of Tacoma and Port of Seattle which is not work that is a part of the scope so this additional work will be funded by the two ports. Starcrest came back with a quote of 25k and both Ports have approval and this work will be rolled up in to their portions of the report. With the additional work we are still on track to have a completed report by the end of August, will not delay the timeline of the report. Port of Everett and Port of Olympia were included, Port of Everett declined and Port of Olympia is still considering.
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**Agenda item:** Amendment as Section

**Discussion:**

- The complete report is scheduled for release at the end of August. We were waiting for the amendment to be complete. The original concept was to have the report produced in July and the addendum produced in August. Seeing that the entire report will not be complete until the end of August, we propose that the addendum be included as a section in the report delivered at the end of August.
  - Additional Port of Tacoma/Port of Seattle work will not affect the timeline.
  - Amendment will be a separate chapter in the report and not an actual amendment and will still fulfill ECY grant requirements
  - Task emission reductions will now be a separate section in the report. The additional report for the Port of Tacoma and Port of Seattle will be extra tables in section two and section nine. All the emissions will be within each Ports subsection. The draft will be ready for review in early August with time to finalize in early August. Around August 10<sup>th</sup> report will be back to the group for review with the new additions and get comments back and in to the document by the end of August. Closer to release date we will set deadlines for comments from reviewers; one week will be the turnaround for comments.
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**Action items**

✓ Photos and Cover page

**Person responsible**

Communications  
Workgroup

**Deadline**

8/3/12

**Agenda item:** Budget Update

**Discussion:**

- Cleaned up the budget spreadsheet, reflected in the spreadsheet is the ECY grant and the extra 25k from Port of Tacoma and Port of Seattle for additional work;
- Another 10k was added to the budget to compensate for the extra work being done on the 2005 and 2011 comparison as it applies to the trucking sector.
- 74k remaining in the budget at the end of June with the new monies included. Subtracting out the remaining work needed to be done for the ECY grant (about 15k) minus 25K for Port of Tacoma and Port of Seattle work will leave 34k left to finish the project.
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**Agenda item:** Draft Update

**Discussion:**

- All comments in for the draft report. No huge surprises regarding comments.
  - Sally had most interesting comments regarding more data for ECY and PSRC for data spreadsheets where they can break out county by county. Guiselle looking to get that data break down to Sally.
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