

May 16, 2012

9:00am – 9:25am

2012 Maritime Emission Inventory Steering Committee

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, Sheila Helgath, Bruce Anderson, Guiselle Andrette, Frank Van Haren

Minutes

Agenda item: Budget Update

Discussion:

- Bruce- The main project has \$53K in April. Port of Seattle support was \$5.5K; an invoice is expected soon. Budget remaining is a little over \$100K. Port of Seattle budget is \$400.

Conclusions:

Action items

Person responsible

Deadline

✓

Agenda item: Emissions Calculation and Reporting

Discussion:

- Ron- Still awaiting BN data. Has a message in to Michael Stansfield
- Guiselle- Completed report sections for all other source categories except rail. Working on OGV. The executive summary minus rail will be ready for reviewing next week.

Conclusions:

Action items

Person responsible

Deadline

✓ Contact BN

Ron Stuart

Agenda item: Discussion of Draft Data Available for May 22nd
Communications Workgroup

Discussion:

- Ron- What will the draft look like?
- Bruce- It will look similar to previous one minus the rail. Switching rail will be in the summary.
- Ron- We should include an estimate for BN with a caveat that the data will eventually change.
- Guiselle/Bruce- Portions of the executive summary will be available for review Monday, May 21st.

Conclusions:

Action items	Person responsible	Deadline
✓		

Agenda item: Review April 18th Notes

Discussion:

- Action items complete from April 18th meeting

Conclusions:

Action items	Person responsible	Deadline
✓ Ask communications workgroup about photos to be used in the executive summary	Ron Stuart	
✓ Begin sending sections of the draft report for review week of May 21st	Guiselle Andrette	