

Sept 19, 2012

9:00am – 10:00am

2012 Maritime Emission Inventory Steering Committee

Meeting called by: Port of Tacoma **Note taker:** Ron Stuart

Facilitator: Ron Stuart

Attendees:

Ron Stuart, Cindy Lin, Ellen Watson, Carole Censi, Donna Spaulding, Guiselle Andrette, Frank Van Haren, Sheila Helgath

Minutes

Agenda item: Final Report Update

Discussion:

- Brief update on the final draft. The file was uploaded to the Port of Tacoma ftp website for funding members to download and review for fatal flaws. Since the existing contract funds have been exhausted, there is limited ability to make changes to the document. The project manager requests only necessary revision be considered.
- Deadline for comments is end of business day Friday September 21st. If no fatal flaws are discovered or critical issue arise, the report will be finalized the week of September 24th.
- Some initial questions from Port of Seattle but no requests for revision.
- PSCAA has comments to submit but no fatal flaws. Comments were described as suggestions for improvement – 2016 PSEI.
- Communication Workgroup is updating the 2005 outreach plan, release date and media event. The event will likely be at the Port of Seattle. The completed outreach plan will be circulated to the funding group for review.
- Department of Ecology requested early briefing of their administrators as part of a larger air program update. Frank will request that the information not be released until the formal release of the report to the public. The briefing will occur on September 28th.
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Agenda item: Budget Update

Discussion:

- The project funds are currently exhausted. No additional work can take place unless new funds are allocated and the contract revised.
 - There is approximately \$20,000 in contingency available for additional work
 - Prior to the final draft there was apprehension about data availability. There were requests for additional data.
 - There is a need for technical assistance by Starcrest during public release.
 - The project manager suggests that remaining funds be split between an enhanced electronic data package and public outreach technical assistance.
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Agenda item: Discussion of Additional Data

Discussion:

- Carole discussed the availability of data in the form of a database used to calculate emissions. Carole proposed the data should be available. Cindy discussed the data not being owned by the PSEI group but permission granted from data contributors for use in the inventory. Some data is public domain such as PSRC data.
- Guiselle clarified that some calculation we done by EPA models and only input and output files are available. There is no comprehensive database. Most data in the appendices can be provided electronically.
- Ron suggested we should be specific about the data we would like from Starcrest not currently part of the appendices. Carole requested a conversation with Starcrest to understand what data was produced by modeling so that she could be very specific about her data request. Guiselle will set up a conference call.
- Cindy cautioned that the data should be scrubbed so that data providers can be protected. Ron discussed the reliance on private company's "good will" to provide data without the potential to being misused.
- PSCAA would like information on the harbor vessel sector to determine how emission were calculated and understand differences between PSCAA estimates and PSEI emissions. The information would also be used to help PSCAA with the harbor vessel section of the NWCAS update.
- Cindy was concerned about the amount of time Starcrest would spend providing harbor craft sector data for PSCAA. Ron stated that the investigation of harbor craft data and resulting quote from Starcrest cannot be charged to the project. This exercise will be to produce a quote for additional work.
- Cindy noted that Ecology should discuss with Starcrest their data request. Frank will discuss with Sally. Carole noted that data was discussed with Sally and she needs classification codes. Guiselle stated that classification codes may not be available.
- Ron suggested that data requests should be submitted within two weeks (by October 5th).
- Port of Tacoma will Port of Seattle to address their data requests. Ellen stated that trending charts already available in the PSEI power point template may be sufficient.
- Cindy noted that the PSEI report should be finalized and additional information for the Strategy should be the responsibility of the Strategy Partners.
- Carole suggested *most of the data should be easy to forward because it is existing data used for emissions calculations.*
- *Ron noted that PSCAA data request should be for the benefit of all funding members.*
- *Carole noted that Ecology data request for classification codes is for the State Emissions Inventory and may not be to the benefit of all funding group members. Something to think about. We should separate the cost of Sally's request from other data request work.*

Action items

Person responsible Deadline

- ✓ Guiselle to schedule a meeting with PSCAA, POT and WSF to better understand available data vs. work to provide data.
- ✓ Carole to construct an email data request for Guiselle to review prior to the meeting
- ✓ Guiselle to set up a conference call with Sally and Ron. Frank to give Sally a heads up that Starcrest will schedule a conference call.
