

**PORT OF SEATTLE**  
**MEMORANDUM**

**COMMISSION AGENDA**  
**STAFF BRIEFING**

<b>Item No.</b>	<u>7b</u>
<b>Date of Meeting</b>	<u>March 22, 2016</u>

**DATE:** March 15, 2016  
**TO:** Ted Fick, Chief Executive Officer  
**FROM:** Dave Caplan, Senior Director, Strategic Initiatives  
**SUBJECT:** Long Range Plan update by Aviation and Small Business Development teams

**SYNOPSIS**

The Long Range Plans for Aviation and Small Business Development will operationalize the Century Agenda strategies and achieve the Century Agenda goals in the next 10 years. Commissioners will be briefed on proposed key actions and targets for 2016 – 2020, as they relate to achieving the Century Agenda by 2025. Feedback from the Commission will assist in modifying/guiding task level project plans.

**BACKGROUND**

The Long Range Plan (LRP) development represents the efforts of cross functional teams at the Port to align our actions and tasks with the Century Agenda’s strategies and objectives. Its implementation will allow the Port to more effectively and transparently improve the Port’s ability to support the local economy by creating 100,000 new jobs for the Puget Sound region, while addressing key environmental concerns of all its stakeholders.

The Long Range Plan provides tools, baseline data, and metrics for implementing, monitoring and reporting on progress on the Century Agenda over a rolling five-year planning period. In addition, the LRP links the Century Agenda to each of the Port’s individual Business Plans.

In order to ensure a “One-Port” participation and ownership of the Century Agenda, various cross-functional internal LRP development teams were created between June and September 2015. These teams include Aviation, Maritime, Small Business Development, Workforce Development, Environmental, and High Performance Organization (combining Operational Excellence and Organizational Alignment).

For the March 22<sup>nd</sup> briefing, the Aviation and the Small Business Development teams are proposing key actions and five-year targets for review by Commission.

On April 12<sup>th</sup>, the Maritime, Workforce Development and High Performance Organization teams will present their proposed key actions and five-year targets.

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For the April 26<sup>th</sup> briefing, the Environmental team will present their proposed key actions and five-year targets.

### **ATTACHMENTS TO THIS BRIEFING**

- PowerPoint: Long Range Plan Briefing

### **PREVIOUS COMMISSION ACTIONS OR BRIEFINGS**

- January 29, 2016: Office of Strategic Initiatives Update
- July 13, 2015: Commission Retreat on the Long Range Plan at Cedarbrook Lodge
- December 4, 2012: Port of Seattle Commission adoption of the Century Agenda