

PORT OF SEATTLE
MEMORANDUM

COMMISSION AGENDA – STAFF BRIEFING

Item No. 7d
Date of Meeting January 5, 2010

DATE: December 10, 2009
TO: Tay Yoshitani, Chief Executive Officer
FROM: Ralph Graves, Managing Director, Capital Development Division
SUBJECT: Update on Emergency Management Planning - Green River Flooding

This briefing provides an update on the Port's preparations for potential flooding on the Green River due to reduced capability of the Howard Hansen Dam. Topics include:

- Port planning organization and staff communications measures are in place.
- Procurement and setup of emergency generators for Sea-Tac International Airport are complete.
- Priorities and procedures for responding to public and private requests for real estate facilities to relocate from the flood-threatened zone are in place. Four formal requests have been received.
- The Port has agreed in principal to enter into an agreement with King County for emergency use of the Smith Cove Cruise Terminal. Initial negotiations meetings were held Dec. 18th.
- Internal accounting project codes have been established for tracking expenditures of time and materials for current planning, and future response and recovery activities for all Divisions.
- An Employee Emergency Notification line is established for personnel to ascertain operating conditions in their facilities (206-787-3700).
- Meetings are scheduled to determine pay policies for employees impacted by flooding in their homes – Paid Time Off vs. Extended Illness Leave.