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**APPROVED MINUTES
COMMISSION SPECIAL MEETING JANUARY 8-9, 2018**

The Port of Seattle Commission held a special meeting, Monday, January 8, and Tuesday, January 9, 2018, as a commission retreat session. The retreat was held at Cedarbrook Lodge, 18525 Thirty-Sixth Avenue South, SeaTac, Washington. Commissioners Bowman, Calkins, Felleman, Gregoire, and Steinbrueck were present.

The meeting convened at approximately 12:15 p.m. on January 8, recessed for the evening at about 6:00 p.m., and resumed the morning of January 9.

Commissioners discussed the importance of prioritizing their work in 2018, aligning port-wide efforts with commission priorities, and using the commission's committee structure for oversight and monitoring of priority efforts. The role of Commission Specialists in oversight and monitoring was explored.

Commissioners and the Executive Leadership Team conferred on port-wide goals for 2018. There was consideration given to the appropriate commission committees and the focus of committee work in 2018. Chartering of committees in keeping with commission bylaws is anticipated to be complete by the end of February.

Commissioners expressed the desire for defined work plans from the new Executive Director on equity and economic development and updates or revisions to the Century Agenda. Guiding principles for protocols for communication between commissioners, commission staff, and the executive office were considered.

The commission retreat concluded by 11:00 a.m., Tuesday, January 9.

Prepared:

Paul J. White, Commission Clerk

Attest:

Ryan Calkins, Commission Secretary

Minutes approved: June 12, 2018.