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**APPROVED MINUTES
COMMISSION SPECIAL MEETING**

JUNE 13, 2023

The Port of Seattle Commission met in a regular meeting Tuesday, June 13, 2023. The meeting was held at the Port of Seattle Headquarters Building, Pier 69, Commission Chambers, 2711 Alaskan Way, Seattle Washington. Commissioners Calkins, Felleman, Hasegawa, and Mohamed were present. Commissioner Cho was absent and excused from the meeting.

1. CALL to ORDER

The meeting was convened at 12noon by Commission Vice-President Hasegawa, who led the flag salute.

2. EXECUTIVE SESSION pursuant to RCW 42.30.110

No executive session was held.

3. APPROVAL of the AGENDA

The agenda was approved as presented without objection.

In favor: Calkins, Felleman, Hasegawa, and Mohamed (4)

Opposed: (0)

4. SPECIAL ORDERS OF THE DAY – None.

5. EXECUTIVE DIRECTOR'S REPORT

Executive Director Metruck previewed items on the day's agenda and made general and meeting-related announcements.

6. COMMITTEE REPORTS

Commission Strategic Advisor Erica Chung provided a report regarding discussions held at the Sustainability, Environment, and Climate Committee meeting, the Art Board meeting, and the Aviation Committee meetings held to-date in the month of May.

Equity and Workforce Development Committee

Commissioners Hasegawa and Calkins convened the Equity and Workforce Development Committee meeting on May 24, 2023. The Committee was briefed on the 2022 Workforce Development Annual Report and the 2022 Apprenticeship and Priority Hire Briefing..

Aviation Committee

Commissioners Mohamed and Calkins convened the Aviation Committee on May 26, 2023. The committee discussed several topics including the ports role in taxi marketing; employee parking and the lack of transit availability for third shift employees at SEA; King County and City of Seattle's efforts on taxi regulation and minimum fare implementation and an update on regional airport siting efforts by the State.

Highline Forum

The Highline Forum met on May 24, 2023, with Des Moines City Deputy Mayor Traci Buxton chairing the meeting. Commissioner Fred Felleman was in attendance. Members of the forum received three updates during the meeting. Highline College's Vice-President for Institutional Advancement, Josh Gerstman, gave an update on the first year back to in-person attendance. Port Federal Senior Governmental Relations Manager Eric Schinfeld reported on the first Port-airport cities joint lobbying efforts to Washington, DC, in April, led by Commissioner Mohamed and Aviation Director Lyttle, to advocate for specific federal policy changes to provide more tools and funding in an effort to ameliorate aviation operational impacts. The group met with most of Washington State's congressional delegation, the Federal Aviation Administration, and staff from other Quiet Skies Caucus congressional staff. There was consensus that the trip was a success, and messaging resonated with our Congressional delegation members. Aviation Director Lance Lyttle shared the 2022 and early 2023 work of StART and its working groups (Aviation Noise, Federal Policy). One of the work products resulting from the Ground Noise Study conducted last year was a recommendation, and forum members agreed to the adoption of language that will encourage the use of Continuous Taxiing to Takeoff. A continuous taxiing onto a runway to takeoff should help reduce the noise level in the nearby neighborhoods, rather than starting from a full stop where engines need to be revved up to gain momentum. Last year, additional language was supported to discourage the use of reverse thrust at all times of the day and night.

7. PUBLIC COMMENT

Public comment was received from the following individual(s):

- The following person spoke regarding the Port's recent public comment at a City of Seattle forum and connection between the regional entities: Alex Tsimerman.
- The following person spoke in support of cruise operations and economic development: Charles Costanzo, Executive Director of Puget Sound Pilots.
- The following person spoke in support of Agenda Item 11a and workforce development: Heather Worthley, Port Jobs.
- The following person spoke in support of Agenda item 11b, and youth maritime programs: Robert Brown, Youth Maritime Collaborative.
- The following people spoke in support of Agenda Item 10a, the Commission's Order regarding the S. 160th Lot and the drivers' waiting area: Joshua Welter, Teamsters 117; Desalegn Asrat; Kedir Siraj; Ahmed Mohamed; and Fasil Teka.

[Clerk's Note: No written comments were submitted for this meeting.]

8. CONSENT AGENDA

[Clerk's Note: Items on the Consent Agenda are not individually discussed. Commissioners may remove items for separate discussion and vote when approving the agenda.]

- 8a. Approval of Minutes of the Regular Meeting of May 23, 2023, and the Special Meeting of May 23, 2023.**
- 8b. Approval of the Claims and Obligations for the Period May 1, 2023, through May 31, 2023, Including Accounts Payable Check Nos. 948280 through 948658 in the Amount of \$8,021,248.56; Accounts Payable ACH Nos. 054771 through 055597 in the Amount of \$48,648,114.68; Accounts Payable Wire Transfer Nos. 016059 through 016079 in the Amount of \$14,979,904.64; Payroll Check Nos. 206876 through 207267 in the Amount of \$151,653.27; and Payroll ACH Nos. 1135452 through 1139913 in the Amount of \$14,156,779.23, for a Fund Total of \$85,957,700.38.**

Request document(s) included an [agenda memorandum](#).

- 8c. Executive Director Delegation Approvals Report - May 2023.**

No documents requested – for information only.

- 8d. Authorization for the Executive Director to Execute a Contract for Up to Five Years for Management and Operation of the Lost and Found Service at Seattle-Tacoma International Airport with an Estimated Value of \$7,000,000.**

Request document(s) included an [agenda memorandum](#) and [presentation](#).

- 8e. Commission Authorization Under the Revised Code of Washington RCW 53.19 for Competition Waiver Authorizing the Port to Specify Local Non-Profit HistoryLink as the Writer, Designer, and Publisher of an SEA Airport 75th Anniversary Edition of “Rising Tides and Tailwinds” in the Amount of \$136,000.**

Request document(s) included an [agenda memorandum](#).

- 8f. Authorization for the Executive Director to Execute a New Collective Bargaining Agreement Between the Port of Seattle and Teamsters Local 117 Representing Parking Services Revenue Representatives in our Aviation Landside Operations Department, Covering the Period from June 1, 2023, through May 31, 2026.**

Request document(s) included an [agenda memorandum](#) and [agreement](#).

- 8g. Authorization for the Executive Director to Execute a New Collective Bargaining Agreement Between the Port of Seattle and Teamsters Local 117 representing Rental Car Facility Bus Drivers in our Aviation Landside Operations Department, Covering the Period from March 15, 2023, through March 14, 2026.**

Request document(s) included an [agenda memorandum](#) and [agreement](#).

- 8h. Authorization for the Executive Director to Execute a New Collective Bargaining Agreement Between the Port of Seattle and Teamsters Local 117 Representing Employee Parking Bus Drivers in our Aviation Landside Operations Department, Covering the Period from June 1, 2023, through May 31, 2026.**

Request document(s) included an [agenda memorandum](#) and [agreement](#).

- 8i. Authorization for the Executive Director to Execute a New Memorandum of Understanding Between the Seattle Building and Construction Trades Council and its Affiliated Union, the International Union of Painters and Allied Trades District Council 5, Local Union No. 1094, Representing Sign Painters Employed at Aviation and Marine Maintenance Covering the Period from January 29, 2023, through December 31, 2023.**

Request document(s) included an [agenda memorandum](#) and [agreement](#).

- 8j. Number Not Used.**

- 8k. Commission Determination that a Competitive Process is Not Appropriate or Cost-Effective and Exempting the Contract from a Competitive Process Consistent with RCW 53.19.020; and Authorization for the Executive Director to Execute a Contract with 21st Century Policing, LLC to Provide Expert Services for Reviewing and Reporting on the Progress of Implementing Policing Assessment Recommendations, for a Contract Total of Not-to-Exceed \$120,000 Over a Four-Year Period, and a Total Estimated Project Cost of \$349,350.**

Request document(s) included an [agenda memorandum](#).

The motion for approval of consent agenda items 8a, 8b, 8c, 8d, 8e, 8f, 8g, 8h, 8i, and 8k carried by the following vote:

**In favor: Calkins, Felleman, Hasegawa, and Mohamed (4)
Opposed: (0)**

10. NEW BUSINESS

10a. Order No. 2023-08: An Order to Pilot a Program with Transportation Network Companies that Allows Drivers to Enter the Queue to Pick Up Customers at SEA Near the Airport and to Deliver a Design for the Construction of a Sheltered Area at the S. 160th Lot in SeaTac.

Request document(s) included an [Order](#).

Presenter(s):
Aaron Pritchard, Chief of Staff, Commission Office

Clerk Hart read Item 10a into the record.

Executive Director Metruck introduced the item and presenters.

Aaron Pritchard, Commission Chief of Staff overviewed the elements of the Order, including the direction to implement a one-year pilot project to reduce congestion in the S. 160th Lot at SEA., with a review of the pilot one year after implementation.

Commissioner Mohamed spoke in support of the Order, stating that it meets the basic needs of drivers. She spoke regarding neighboring city impacts, listening sessions held of the community, and recognized the challenges presented. She thanked the speakers at the meeting and Port staff for their efforts to address these challenges.

Members of the Commission further expressed their support for the pilot project and assessment of the project's findings.

The motion, made by Commissioner Mohamed, carried by the following vote:

**In favor: Calkins, Felleman, Hasegawa, and Mohamed (4)
Opposed: (0)**

10b. Authorization for the Executive Director to Approve Additional Funding in the Amount of \$6,000,000 for Construction of the Pier 66 Cruise Shore Power Project and to Award and Execute a Contract with the Lowest Responsible Bidder and to Enter into all Final Agreements to Support the Project, Including Agreements with Tribes. (CIP# C800120)

Request document(s) included an [agenda memorandum](#) and [presentation](#).

Presenter(s):

Linda Springmann, Director, Cruise and Maritime Marketing
Mark Longridge, Capital Project Manager V, Waterfront Project Management

Clerk Hart read Item 10b into the record.

Executive Director Metruck introduced the item and presenters.

The presentation addressed:

- background of the Pier 66 Bell Street Pier Cruise Terminal;
- shorepower as a key environmental strategy;
- environmental benefits and successes;
- project components;
- project status and authorization request for additional funding to allow for execution of major works contract;
- the project budget; and
- next steps to execute major works contract, cable delivery, shorepower funding agreement and possible lease amendment with Norwegian Cruise Line Holdings in the third quarter of 2023, and onsite construction, testing, and commissioning.

Members of the Commission and staff discussed:

- status of the bids over the engineer's estimate;
- revised project budget requests and representing the overall project increase;
- strategy to securing state and federal grant funding;
- ensuring that Norwegian Cruise Lines and others use the shorepower facilities; and
- electrical uses along the waterfront.

The motion, made by Commissioner Calkins, carried by the following vote:

In favor: Calkins, Felleman, Hasegawa and Mohamed (4)

Opposed: (0)

11. PRESENTATIONS AND STAFF REPORTS

11a. 2022 Workforce Development Annual Report.

Presentation document(s) included an [agenda memorandum](#) and [presentation](#).

Presenter(s):

Luis Navarro, Director, Workforce Development
Carl Hugle, Program Manager and Data Analyst, Workforce Development
Tiffany Sevilla, Program Manager and Data Analyst, Workforce Development
Stacy Heilgeist, Resident Engineer 5, Port Construction Services
Grace Dollente, Urban League, Youth Engagement Coordinator
Dinah Romero, Aviation Maintenance Technician Student
Tiffany Robinson-Duane, Carpenter Apprentice, Recent Graduate, Northwest Carpenters Institute

Marianna Hyke, Pre-Apprenticeship, Outreach & Retention Coordinator, Northwest Carpenters Institute

Commission Clerk Michelle Hart read Item 11a into the record.

Executive Director Metruck introduced the item.

The presentation addressed:

- 2022 results and achievements;
- workforce development emerging trends, challenges, and opportunities;
- 2023 priorities underway; and
- partnerships.

Members of the Commission and staff discussed:

- serving areas of lowest equity;
- 2022 workforce development highlights;
- programs supported;
- challenges and opportunities;
- community capacity building;
- regional strategic partnerships; and
- the Duwamish Valley Green Jobs Corps.

Commissioner Calkins exited the meeting at 1:30 p.m.

Discussion continued regarding:

- update of the Port's Equity Index;
- job placements in 2022;
- dollars invested and leveraged in 2022;
- 2023 program priorities;
- language access and ethnic media as a part of the strategy;
- measuring investments; and
- seeing the chain of command – all efforts.

The regular meeting recessed at 1:58 p.m. and reconvened at 2:04 p.m.

At this time, students in the apprenticeship program spoke in support of the program and their successes in participating. Members of the Commission discussed the need to be more intentional in partnering with the education system.

11b. 2022 Apprenticeship and Priority Hire Annual Report.

Presentation document(s) included an [agenda memorandum](#) and [presentation](#).

Presenter(s):

Janice Zahn, Director of Engineering, Engineering General Services
Samuel Pierce, Apprenticeship Program Manager, Construction Services
Sheri Cook, Construction Labor Manager, Construction Services

Commission Clerk Michelle Hart read Item 11b into the record.

Executive Director Metruck introduced the item.

The presentation addressed:

- apprenticeship and priority hire programs in place to improve access to quality, family-wage careers in construction;
- 2022 projects;
- 2022 statistics and statistics through the life of the contract;
- apprenticeship annual and historical performance;
- participation by craft;
- the priority hire program – requiring contractors to hire workers from economically disadvantaged areas as defined by King County – with an overall goal of twenty percent of hours to be performed by priority hire workers on each project annually;
- priority hire by zip codes;
- the 2022 priority hire utilization performance summary; and
- ongoing and upcoming program and policy work.

Members of the Commission and staff discussed:

- measuring against goals;
- trend data and that data reflecting the types of crafts being utilized under contract during those specific periods measured;
- status of forming a Priority Hire Advisory Counsel;
- reporting back lessons learned, strategies, and successes with labor partners; and
- an ongoing barrier in the need for childcare.

12. QUESTIONS on REFERRAL to COMMITTEE and CLOSING COMMENTS

Executive Director Metruck spoke regarding awards received at the recent Airport Minority Advisory Council Airport Business Diversity Conference taking place in San Antonio, Texas, noting – Khalia Moore, Senior Manager of Airport, Dining, and Retail received the ‘Emerging Leader’ and ‘Concession Inclusion’ awards. Managing Director of SEA, Lance Lyttle, was also named ‘Airport Director of the Year.’ Executive Director Metruck continued by recognizing the efforts of Cleveland McNab, who works for American Guard Services and mentors youth in his role. Executive Director Metruck recognized Mr. McNab for saving an individual who recently climbed over the railing of the overpass at Alaskan Way.

13. ADJOURNMENT

There was no further business and the meeting adjourned at 2:48 p.m.

Prepared:

Attest:

Michelle M. Hart, Commission Clerk

Fred Felleman, Commission Secretary

Minutes approved: June 27, 2023