COOK INLET REGIONAL CITIZENS ADVISORY COUNCIL

***"The mission of the Council is to represent the citizens of Cook Inlet in promoting environmentally safe marine transportation and oil facility operations in Cook Inlet."***

Photo courtesy of CIRCAC & Alaska ShoreZone Partnership

# Board of Directors & 2022 Annual Meeting

**Friday, April 8th, 2022 – 9:00 a.m.**

**ZOOM VIDEOCONFERENCE**

COOK INLET REGIONAL CITIZENS ADVISORY COUNCIL

# BOARD of DIRECTORS MEETING

****AGENDA****

**Friday, April 8th, 2022**

**ZOOM VIDEOCONFERENCE**

**9:00 am** **Call to Order/Roll Call**

**Approval of Agenda** *(Action Item)*

**Approval of Minutes –** Dec. 3, 2021 Board of Directors Meeting *(Action Item)*

**Welcome & Introductions**

**Agency Ex Officio Directors Remarks**

**CIRCAC Member or Public Comment**
*(3 minute limit per speaker)*

**9:30 am** **Presentations on Related Activities**

- Hilcorp Alaska: Operational Update
  Lori Nelson, Manager of Public Affairs
- Resolve Marine
  Joseph Farrell, III, Deputy CEO

**10:30 am** **Special Recognition Presentations**

- Resolutions 2022-01 & 2022-02
  *(Presented by Gary)*
- CIRCAC Years of Service *(Presented by Gary)*
- 2021 Volunteer of the Year *(Presented by Mike)*
- 2022 Scholarship Recipients *(Presented by Carla)*

**10:55 am** **Executive Committee Report** *(Information Items)*

**11:10 am** **Executive Director's Report** *(Information Items)*

**11:40 am** **Staff Reports - Status of Programs & Projects** *(Information Items)*

- Environmental Monitoring
- Prevention, Response, Operations and Safety
  - Vessel Traffic Study Report by Sierra Fletcher, Nuka Research
- Protocol Control
- Public Outreach
- Administration

**12:00 pm** **Calendar & Miscellaneous** *(Information Item)*

- Clean Pacific – August 23-24

**Closing Comments**

**12:10 pm** **Adjourn**

**NOTE: CIRCAC's Annual Meeting will begin after a brief break.**

**Cook Inlet Regional Citizens Advisory Council**
**Resolution 2022-01**

**Recognizing Molly McCammon, CIRCAC Director representing the Municipality of Anchorage, for her long and dedicated service to the organization and commitment to the Mission of the Cook Inlet Regional Citizens Advisory Council**

**WHEREAS**, the Cook Inlet Regional Citizens Advisory Council (CIRCAC) is a federally-mandated citizens' group whose mission is to represent the citizens of Cook Inlet in promoting environmentally safe marine transportation and oil facility operations in Cook Inlet; and

**WHEREAS**, the Council Board consists of thirteen appointed or elected Cook Inlet stakeholders and Ex-Officio Members representing federal and state entities; and

**WHEREAS**, Molly McCammon has represented the Municipality of Anchorage on the CIRCAC Board of Directors, being appointed in 2004; and

**WHEREAS**, Molly has held various leadership positions including CIRCAC Board President and Executive Committee Chair (2008-2009); Environmental Monitoring Committee (2004-2022, EMC Chair 2013-2021); Audit Committee (2015-2022); Protocol Committee (2009-2010); and

**WHEREAS**, Molly was recognized by the Council as the Glen Glenzer Volunteer of the Year in 2015; and

**WHEREAS**, Molly has provided professional leadership and valuable insight and expertise in advancing the Mission of CIRCAC.

**NOW THEREFORE BE IT RESOLVED BY THE COOK INLET REGIONAL CITIZENS ADVISORY COUNCIL:**

We thank Molly for her 18 years of service to the CIRCAC Board of Directors and the organization's committees. As long time Chair of the Environmental Monitoring Committee, Molly has been instrumental to the success of our Science Program. Molly's experience in the worlds of marine observation and oil spill prevention and response, including her roles as Executive Director of the Exxon Valdez Oil Spill Trustee Council and Alaska Ocean Observing System, which she founded in 2003, have been invaluable to the work of the Council.

**ADOPTED BY THE COOK INLET REGIONAL CITIZENS ADVISORY COUNCIL ON THIS 8th DAY OF APRIL, 2022.**

ATTEST:

_____ _____

Gary Fandrei, President Deric Marcorelle, Secretary

**Cook Inlet Regional Citizens Advisory Council**
**Resolution 2022-02**

**Recognizing Representative Don Young's long service to the State of Alaska and support for the Mission of the Cook Inlet Regional Citizens Advisory Council**

**WHEREAS**, the Cook Inlet Regional Citizens Advisory Council (CIRCAC) is a federally-mandated citizens' group whose mission is to represent the citizens of Cook Inlet in promoting environmentally safe marine transportation and oil facility operations in Cook Inlet; and

**WHEREAS**, Don Young served as Alaska's lone representative in the U.S. House of Representatives for almost 50 years; and

**WHEREAS**, Rep. Young was a co-sponsor and leading proponent for passage of the Oil Pollution Act of 1990; and

**WHEREAS**, Rep. Young worked to update and reinforce OPA 90 including H.R. 1684, the Foreign Spill Protection Act of 2015 and other federal legislation affecting the waters of Cook Inlet, including the Magnuson-Stevens Fishery Conservation and Management Act; and

**WHEREAS,** Rep. Young was a longtime supporter of CIRCAC and its mission and worked diligently to promote safer standards for Alaska's oil industry; and

**WHEREAS**, Rep. Young support for modifying the Oil Pollution Act of 1990 was key to having an established minimum funding level; and

**WHEREAS,** Rep. Young was instrumental in supporting project-specific congressional funding for CIRCAC that has helped achieve major goals in our Strategic Plan, specifically for contaminant monitoring and habitat mapping;

**NOW THEREFORE BE IT RESOLVED BY THE COOK INLET REGIONAL CITIZENS ADVISORY COUNCIL:**

We thank Representative Young for his long and dedicated service to Alaska, his commitment over the years to strengthen OPA 90 and support the citizens advisory council model of citizen involvement and oversight he helped create that improved the safety of oil industry operations in the sensitive waters of Cook Inlet and beyond.

**ADOPTED BY THE COOK INLET REGIONAL CITIZENS ADVISORY COUNCIL ON THIS 8th DAY OF APRIL, 2022.**

ATTEST:

_____ _____

Gary Fandrei, President Deric Marcorelle, Secretary

## EMC Update – background and update* since Oct. 2021 EMC meeting
***Staff Report: Susan Saupe***

(* For quick update, skip background and 2021 updates and focus only on the "March 2022 Update" section under each project).

## Chemical and Biological Monitoring Program

### 1. On-line Data Access

**Background:** A robust CIRCAC on-line data-access tool is a high priority and we have been working with various contractors and partners to compile disparate datasets into an integrated database for query on-line. This is a complex problem given that studies differed in their sampling locations and dates, properties or analytes measured, sample matrices, field and analytical methods, etc…In 2016, CIRCAC submitted a study plan idea to BOEM to compile and provide on-line data access to Cook Inlet contaminant data. In BOEM's 2021 Annual Studies Plan, they indicated their intent to support a project titled *Synthesis of Contaminants Data for Cook Inlet: Evaluation of Existing Data as "Baseline Conditions" and Recommendations for Further Monitoring.* **2021 Updates:** On April 5th, 2021, we were notified that a sole source Notice of Funding Opportunity (NOFO) for CIRCAC was published that day on Grants.gov from BOEM (Opportunity number M21AS00345). A full proposal and three-year budget was due on May 5th. CIRCAC identified a team of contaminant experts and database developers and submitted a study proposal to:

a. Conduct a meta-analysis of existing contaminant data sets to evaluate the comparability of prior statistical designs and analytic methods and, when combined, as representative of baseline conditions in the Cook Inlet area
b. Identify and compile appropriate organic and inorganic contaminant data (e.g., hydrocarbons, metals, U.S. EPA priority pollutants, and technologically enhance naturally occurring radioactive material [TENORM]), as well as a comprehensive list of any known or potential contaminant sources for the Cook Inlet area.
c. Compare contaminant data against Federal and State regulatory or other scientific threshold levels.
d. Recommend a study approach, including a sampling plan, that would enhance assessing baseline contaminant conditions in Cook Inlet and monitor contaminants in areas potentially impacted by Federal OCS oil and gas related activities.

The study team includes personnel from CIRCAC, Kinnetic Laboratories, Inc. (KLI), Axiom Data Science, Inc., and Payne Environmental Associates, Inc. We were notified over the summer that the technical review was positive and that BOEM was conducting a financial and risk review with the intent to award a three-year contract (total of $325,000 from BOEM to CIRCAC with additional match from CIRCAC).

**March 2022 Update:** We finalized a Cooperative Agreement (CA) between BOEM and CIRCAC (M21AC00022) in late September for the project *Synthesis of Contaminants Data for*

*Cook Inlet: Evaluation of Existing Data as "Baseline Conditions" and Recommendations for Further Monitoring*. On October 28th, CIRCAC hosted a Post-Award meeting with BOEM's Contracting Officer and Environmental Studies Program Representative in Virginia and their Program Officer and other staff from the Alaska Regional Office in Anchorage. For that meeting, we submitted a Draft Science Plan to BOEM and provided a summary presentation of that document. Following review by BOEM, we submitted a Final Science Plan which was approved by BOEM. Our first Quarterly Progress/Status Report (Q1 for Year 1) for the period from September 24th through December 31st was submitted in February 2022 and approved by BOEM. We will submit a Progress/Status Report for the Year 1, 2nd Quarter (January 1st - 31st March 2022) by April 30th.

We're finalizing contracts and Scopes of Work for CIRCAC subcontractors and we've begun gathering and compiling historical data sets. Cassandra and Maddie of CIRCAC registered CIRCAC on the required on-line financial reporting and "drawdown" websites for managing payments from BOEM and to our sub-contractors. I will be providing a brief presentation about the project to the Kachemak Bay/Lower Cook Inlet Marine Working Group on Tuesday, March 29th, 2022.

**2. Exploring radium isotopes as tracers of groundwater inputs, flushing rates, and produced water in Cook Inlet:**

**Background:** EMC agreed to support work by Dr. William Burt of UAF to conduct baseline surveys of Radium isotopes across Cook Inlet to assess the potential utility of Radium as a freshwater tracer and estimator of residence time for Inlet waters. Dr. Burt received most of his funding through the Coastal marine Institute (CMI) and is also collaborating with Principal Investigators at the University of Hawaii, Kachemak Bay Research Reserve, and the Ocean Acidification Research Center at UAF. His initial pilot project was planned for Kachemak Bay and is testing methods and looking at radium isotope signatures along a glacially influenced gradient. The original plan was that in Year 2 or 3, an exploratory radium survey would take place in Cook Inlet, refined by information gained from the pilot study. Overall, the project aims to highlight the significant value of radium isotope monitoring in the Cook Inlet region by using these isotopes to address multiple key questions and issues for both BOEM and the oceanographic community. CIRCAC's match towards the project will support: (1) sampling within and at the mouths of major rivers to characterize river and groundwater end members, (2) collecting sediment grabs and suspended particle samples to approximate sediment and particle fluxes, (3) sampling along a transect out of the Inlet to assess surface water concentrations of radium isotopes inside/outside the Inlet as well as the offshore transport, and (4) sampling along surface transects in close proximity to a produced water discharge source to examine a produced water signal. **2021 Updates**: Dr. Burt presented his research at the virtual Kachemak Bay Science Conference that took place in March 2021. Our future Cook Inlet project would build on the work that he has done in Kachemak Bay. So far, Dr. Burt's UAF field team successfully completed three sampling campaigns in Kachemak Bay; in September 2020 and May and July, 2021. The Kachemak Bay portion of the overall study is quantifying groundwater nutrient fluxes (using radon primarily) along with flushing rates (using radium) in Jakolof Bay, a predominantly mud-flat dominated sub-bay within Kachemak Bay, including seasonal and tidal cycle variability. Combined with prior radium-based studies in rocky beach environments near

Kasitsna Bay, as well as literature data, the results can be extrapolated across Kachemak Bay and the Gulf of Alaska. Further sampling across Kachemak Bay will explore how radium isotope inputs vary with watershed characteristics, local geology, and circulation patterns. The focus of the study so far has been Kachemak Bay, but sampling in the more logistically challenging areas of Cook Inlet will begin in 2022.

**March 2022 Update:** Dr. Burt notified me that he would be leaving UAF but would likely continue some aspects of his research over the summer of 2022. Depending on his schedule and availability, we will work with him to conduct sampling along a transect in Cook Inlet to measure natural abundance radium isotopes. However, if this sampling doesn't make sense without the context of an ongoing study, we will re-allocate the funds.

**Oxidized Petroleum Contaminants in Cook Inlet**

**Background:** We will be coordinating with Dr. Pat Tomco of UAA to assist his research to more accurately assess the extent of potential petroleum-derived contaminants in Cook Inlet by including oxygenated PAH compounds (oxyPAH) in a pilot sampling program in Cook Inlet. Since the DeepWater Horizone oil spill, oxyPAHs have been identified as priority chemicals that should be monitored following an oil spill. However, in cold waters, these chemical compounds are poorly understood. Challenges to this research include the high cost of analyses, applications are still being developed, and there are limited contract laboratories who can conduct the analyses. This opportunity to collaborate will allow CIRCAC to expand our hydrocarbon monitoring efforts to include these additional contaminants. EMC's FY2021 budget allocated funds towards this project as the characterization of oxy-hydrocarbons is a natural collaboration for our long-term monitoring efforts to understand the fate and transport of petrogenic compounds in the Gulf of Alaska. **2021 Updates:** Dr. Tomco received an award from the ConocoPhillips Arctic Science and Engineering Fund for "*Oxidized petroleum detection in Alaska: Water, sediment, and biological tissues*." His project will advance tools and techniques for tracking oxidized petroleum residues that result from spilled oil in the Alaskan marine environment and help to characterize baseline levels of oxidized petroleum residues in water, sediment, and biological tissues in Cook Inlet. **September 2021 Update:** A change in Principal Investigators for Dr. Tomcos BOEM-funded study *Hydrocarbon Oxidation Products in Cook Inlet: Formation and Bioaccumulation in Mussels* led to a delay in his timeline for laboratory studies.

**March 2022 Update**: In October 2021, CIRCAC covered logistical costs for mussel collections in Kachemak Bay and the transport of samples to Seward. We are discussing options for sampling in Cook Inlet in fall 2022 to screen for oxy-PAH.

## Coastal Habitat Mapping Program

***Alaska ShoreZone***

**1. ShoreZone Imaging, Mapping, and Website**

**Background:** CIRCAC has sponsored ShoreZone aerial surveys and mapping since 2001 when we initiated the Alaska program in Cook Inlet and demonstrated a pilot version of an on-line data and imagery portal. Unfortunately, it means that our earlier surveys are also the oldest surveys

done in Alaska, using the oldest technology. Though we were able to fund resurveys of all of Cook Inlet in 2009, some of the shorelines in our areas of concern have low resolution imagery mapped onto low resolution digital shorelines. The Alaska ShoreZone Program is currently administered and hosted by NOAA (https://www.fisheries.noaa.gov/alaska/habitat-conservation/alaska-shorezone) and recently transitioned from flash to javascript for accessing the on-line data and imagery (https://alaskafisheries.noaa.gov/mapping/sz_js/).
The Alaska Ocean Observing System (AOOS) also serves ShoreZone habitat data and shoreline imagery through their on-line data portals in a way that allows integration with dozens of other data layers. This AOOS functionality is what allowed us to develop the Cook Inlet Response Tool (CIRT) with AOOS to access ShoreZone imagery and data along with other information used for oil spill planning and response (https://portal.aoos.org/cirt.php). CIRCAC has funded redesign of the Shore Station Database and added all of the newest shore stations from the Alaska Peninsula surveys (described below). **2021 Updates:** No surveys were conducted in 2020 or 2021. However, we will be able to leverage funding from the National Park Service (NPS) to extend the planned survey further along the outer Kenai Peninsula Coastline to capture the shorelines of the Kenai Fjords National Park. Both the EMC and NPS funds have been encumbered for surveys in 2022. In April, Mike and I submitted project proposal requests to Senators Murkowski and Sullivan and Representative Young for ShoreZone projects to support oil spill planning and response. We were able to provide webinar presentations to Sen. Murkowski and her staff and Rep. Young and his staff on April 23 and May 13, respectively.

**March 2022 Update:** On Monday morning, March 28th, I had a zoom meeting with our ShoreZone contractors and NPS to identify the survey tide window, fuel cache locations, finalize permit paperwork, and finalize our specific survey areas that can be covered within the available tides and funding. We are aiming for the June 12th-18th tide window with a western survey area starting point at the north entrance to Koyoktulik Bay. We are also discussing the potential for a June vessel survey for ground-station site surveys, which would also simplify logistics for caching fuel. The funds available from CIRCAC and NPS will update the imagery information only. We are seeking funds and partners to re-map the biophysical habitat data to the new imagery and the more updated digital shoreline provided by NOAA's Continually Updated Shoreline Product (CUSP) program. We also continue to seek funds and partners to update ShoreZone imagery and mapping in the future along the northern Kodiak Island archipelago.

## 2. Shore Station Surveys and Database

**Background:** Along with the ShoreZone aerial surveys and habitat mapping, we have conducted on-the-ground surveys at hundreds of sites throughout our areas of concern. These shore station surveys provide detailed species-level information and verification of geomorphology for sites of differing substrates and wave exposures in areas where we conduct the aerial surveys. These sites have been compiled since 2001 and now include hundreds of sites throughout the Gulf of Alaska. With our contractors at Archipelago Marine Research Inc. (ARCHI) and Coastal and Ocean Sciences, Inc. (CORI), CIRCAC worked with NOAA to develop the Shore Station database that is linked on-line on the NOAA ShoreZone website. In 2020, we developed our contract with ARCHI to redesign the data access to the shore station data and coordinated with NOAA to bring in new shore station data and update taxonomic codes

and other ShoreZone descriptors to match changes made to the ShoreZone habitat mapping protocols. The existing database, with its update taxonomic tables, has also been moved to the javascript site described above. **2021 Updates:** Our contractors at ARCHI have been working with NOAA to complete our contract tasks and so far have (1) added a new region and appended the Alaska Peninsula 2016 data to previous tables; (2) added new Bioband codes into the look-up tables and new fields to the species code tables that will allow users to search at various taxonomic levels, morphological codes, and feeding strategies; (3) compiled a new data dictionary, and (4) begun compiling higher taxonomic levels in the master species database table for all taxa listed for all (several hundred) shore stations (note that this has been completed for the Alaska Peninsula sites). Our original contract with ARCHI for updating the Alaska ShoreZone Shore Station Database included tasks a-d:

a. Web-post the AK Peninsula sites to the new online NOAA Javascript ShoreZone site
b. Update master species list in ACCESS database
c. Assemble and check station photos
d. Conduct a pilot project to integrate ShoreZone shore station data into Alaska Ocean Observing System data portal using Alaska Peninsula data.
e. Expand database to include historical Gulf of Alaska shore station survey data and photographs and prepare data for serving on Alaska Ocean Observing System data portal.

We've paid for completion of tasks a-c, but adjusted the budget along the way to incorporate additional sub-tasks. We will work with ARCHI to identify goals, timelines, and budgets for tasks d and e (which was originally on hold until completion of tasks a-d), pending approval by EMC.

**December 2021 Update:** No activities since October 2021 EMC meeting.

### 3. Environmental Sensitivity Index (ESI) Maps:

**Background:** ESI data and maps provide shoreline habitat and shoreline use data to aid in oil spill planning and response. The data collected for ESI goes hand-in-hand with the imagery and data reported by ShoreZone methods and we have worked hard to integrate the two programs. With budget shifts within NOAA, they are looking to better coordinate ESI with related datasets and how best to focus future data updates and methods of serving the data to the oil spill planning and response community. They hosted a series of four review meetings for NOAA's ESI program in the fall of 2020 where we learned how other coastal states are working to update their ESI data and maps. Based on discussions during the first two of those national meetings, we had an Alaska-focused meeting on November 13th with CIRCAC, PWSRCAC, the Oil Spill Recovery Institute (OSRI), AOOS, and several agencies to discuss potential ways to integrate ShoreZone and ESI data into AOOS data portals. We will be following-up on some of the ideas brought forward and CIRCAC may lead a Cook Inlet demonstration project. **2021 Updates:** I participated in a virtual meeting on June 11th with multiple agencies and organizations to discuss priorities for updating ESI information in Alaska, particularly in the Cook Inlet region. It is unlikely that NOAA will get the funding to update maps in the traditional method, but in moving forward we need to ensure that we follow ESI guidelines in a way that makes the ShoreZone data

recognizable and integratable with prior ESI mapping efforts; while taking advantage of higher resolution imagery, updated digital shorelines, and new on-line tools. Leading up to the July 2021 OSRI Workplan Committee meeting, the OSRI Science Director and I identified priorities and potential projects for an OSRI-led project. The OSRI Board approved funds towards two ESI-related projects. One will look at the potential replacement of older ESI shoreline data with the most recent and/or highest resolution shoreline information available for Cook Inlet. The did list ESI map updates for the Cook Inlet region as a priority project for their FY22 budget and, if approved by the full Board, will integrate with ShoreZone imagery and data to be served by NOAA's Environmental Response Management Application (ERMA), as well as integrated with AOOS data portals.

**March 2022 Update:** The OSRI full board did approve funds towards two ESI-related projects. One will look at the potential replacement of older ESI shoreline data with the most recent and/or highest resolution shoreline data available for an area when updating ESI maps for oil spill planning and response – using Cook Inlet as a focus area. The other project would update shoreline use data in the Cook Inlet area, and will focus on seasonal bird distributions. Proposals submitted in response to OSRI's Requests for Proposals have been reviewed and the OSRI Science Advisory Committee is finalizing their decisions based on our reviews. The EMC allocated funds in 2021 to support the "cross-walk" of ShoreZone and ESI data for serving on AOOS data portals and on ERMA.

***Macrocystis Kelp***

**Background:** Since our last survey of the Kodiak, Afognak, and Shuyak Island *Macrocystis* beds, additional reports of *Macrocystis* kelp in the western Gulf of Alaska have been reported, including the east side of Afognak Island and near Sand Point in the Shumagin Islands, which is a western range extension. This kelp grows in thick beds very near shore and has implications for oil spill risk and oil retention, and is likely to respond to changes in sea surface temperature and circulation related to climate change. **2021 Updates:** No surveys were conducted in 2021. Kelp frond samples that we collected in 2009 and preserved are going to be analyzed by a group of researchers through a project of the University of British Columbia, University of Victoria, and the Hakai Institute. They have the samples in-hand and will be analyzing them along with samples I collected opportunistically from southeast Alaska. We submitted a proposal to our Congressional delegation in spring 2021, along with the proposed expanded ShoreZone surveys. At this time, we have not been included in congressional funds allocated for Alaska.

**March 2022 Update:** There has been considerable recent interest in natural kelp distributions in the Gulf of Alaska, following the intense interest in kelp mariculture. So far, only two species of seaweed are being cultivated in Alaska—sugar kelp (*Saccharina latissima*) and ribbon kelp (*Alaria marginata*). There is growing interest, however, in the potential cultivation of giant kelp (*Macrocystis pyrifera*). Due to the growing seaweed mariculture industry in Alaska, there is a need to understand potential impacts to other species and habitats. In October, the EVOS Trustees Council announced their decisions for their FY2022-2031 workplan funding. The plan includes two projects related to mariculture in our areas of concern in the western Gulf of Alaska: "*Social, cultural and economic assessment of kelp mariculture opportunities for coastal*

*villages within the EVOS spill zone"* and "*Sustainable mariculture development for restoration and economic benefit in the EVOS spill area*." Though our interest is in better shoreline habitat data for environmental risk assessments and oil spill planning and response, we may be able to leverage our funds to map natural *Macrocystis* beds with some of the planned studies associated with those larger projects and will seek opportunities to leverage with these other studies.

### *Cook Inlet Response Tool (CIRT)*

**Background**: Since our Cook Inlet Response Tool (CIRT) was migrated along with hundreds of other data sources to AOOS's Next Generation User Interface, we will continue to use the on-line tool for oil spill planning and response and provide training to potential users. **2021 Updates**: As mentioned above, we have been discussing the potential to integrate ESI data into the CIRT tool. We are working with OSRI to move forward with a demonstration project for Cook Inlet. We currently have numerous data sets that we would like to integrate into the CIRT tool, including potentially ESI data, but also the ShoreZone shore station data and our hydrocarbon and water quality data. We plan to integrate with our new project with BOEM to compile Cook Inlet hydrocarbon data in a new partnership to ensure historical and recent Cook Inlet data are accessible on-line.

**March 2022 Update:** Axiom Data Science, the database and on-line platform developers who support the AOOS program, will be working with CIRCAC to develop on-line data access, mapping, and visualization tools for the Cook Inlet contaminant data project with BOEM that began in late September. These data will be accessible through the CIRT portal and/or research workspace. The initial focus is on data compilation, but Axiom's role will pick up as we work to provide digital access to maps, data, and visualization tools.

## Physical Oceanography Program

### *Cook Inlet Ocean Observing*

**Background:** AOOS requested input into their 2022-2027 five-year plan for Alaska ocean observing. Since 1999, EMC has supported or conducted physical oceanographic research to help better understand Cook Inlet's circulation towards improving future oil spill trajectory model forecasts. We've supported satellite drifter buoys, Acoustic Doppler Current Profiler (ADCP) deployments, High Frequency ocean surface current radars, current meter deployments, and hydrographic surveys. Our goal was to partner with agencies and CIRCAC's PROPS committee to develop a high resolution three-dimensional on-line accessible circulation model that can be further developed into a particle trajectory/oil spill trajectory model. In 2019, NOAA's Cook Inlet Operational Forecast System (CIOFS) circulation and hydrographic model transitioned from developmental mode to operational mode after a decades-long effort by NOAA that started with deployments of current meters and Acoustic Doppler Current Profilers (ADCPs) throughout the Inlet. The model is currently running in operational model and every six hours provides forecasts for sea surface height and three-dimensional currents, temperature, and

salinity based on inputs of meteorological and hydrological conditions. Its scope includes Cook Inlet and Shelikof Strait. This model can be used operationally by NOAA's Office of Restoration and Response for oil spill modeling in the event of a significant spill. At this time, CIOFS is not available for web-access or public use. As well, verification of the model needs to be conducted and in the paucity of recent oceanographic observations or real-time measurements, a hind-cast analysis against historical data sets will help identify model strengths and weaknesses. **2021 Updates:** CIRCAC was involved in numerous efforts to identify and prioritize physical oceanographic and modeling needs in Cook Inlet. In December 2020 we submitted a subaward proposal to AOOS titled "*Cook Inlet Ocean Observing and Hydrographic Modeling to Support Oil Spill Prevention and Response*" for subsequent submission to the national IOOS program. The proposed 5-year plan outlined a multi-agency coordinated effort to test and improve ocean circulation modeling in support of a sustained, accessible oil spill trajectory model for Cook Inlet maintained and served on an AOOS on-line portal. Specific goals included model validations and identifying model weaknesses, deployment of HF Radar systems, and ocean observations (e.g. cross-Inlet CTD transects, vessel-mounted Acoustic Doppler Current Profilers (ADCP), and mooring deployments for current and density measurements. The 5-year AOOS budget for CIRCAC to conduct the proposed Cook Inlet ocean observing program was not funded by IOOS. However, AOOS does have funds dedicated towards an HF Radar deployment in Cook Inlet and we've met with UAF researchers to discuss options for deployments. Additional funds would be required and AOOS and UAF are looking to EMC and BOEM for partnership opportunities to deploy these near real-time surface current sensors.

In early 2021, another opportunity arose with AOOS and other partners to develop a proposal to the IOOS Coastal and Ocean Modeling Testbed (COMT) project, to test models and develop modeling tools. Our project team represented AOOS, Axiom Data Science, NOAA, UAF, OSRI, and CIRCAC. AOOS submitted our proposal in March 2021 titled "*Coastal and Ocean Modeling Testbed Project: Cook Inlet Ocean Forecast Model (CIOFS): Validation, Enhancement, and Development of Applications (C-VEDA)*." The overall goal was to improve use and accelerate development of the existing National Oceanic and Atmospheric Administration (NOAA) CIOFS model to meet stakeholder needs. **U**nfortunately, the proposal was not selected for funding by IOOS.

I submitted a study plan idea to BOEM for their FY 22 environmental studies plan that outlined some of the data needs for model validation in Cook Inlet and also forwarded to BOEM's Alaska Studies Office the CIRCAC subaward proposal to AOOS for Cook Inlet ocean observing and the collaborative COMT proposal that was submitted to IOOS. In November 2021, BOEM released their revised FY2022 Alaska Studies Plan that included a study titled "*Cook Inlet Physical Oceanography: Synthesis and Modeling*" based in part on our study plan submission. We will be approaching BOEM to outline the steps being taken already that overlap with BOEM's Alaska Studies Plan in the hopes of further collaboration and support from BOEM towards this larger effort.

**March 2022 update:** Members of the proposal team are in continued discussions to see which components of the project we can collaboratively move forward while still addressing our individual organizational needs. We aim to combine resources to conduct a 10- to 20-year hindcast to validate the CIOFS circulation model, identify model weaknesses and data gaps, work with NOAA to improve the model, and develop a particle trajectory model as the basis of an on-line, user-accessible oil spill trajectory model for Cook Inlet. At this time, we have some level of funds from OSRI, CIRCAC (EMC & PROPS), NOAA, and AOOS to conduct various components that were identified in the COMT proposal. OSRI released a Request for Proposals (RFP) in late 2021 to conduct the hindcast analysis and a final decision is being made following proposal review.

At a February 2022 webinar, CIRCAC, AOOS, and UAF met to discuss options for deployment of one paired HF Radar system in Cook Inlet beginning this summer. AOOS support includes the instruments and funds for UAF to deploy and calibrate the instruments. EMC funds will support some of the logistical costs help support web-posting of the near-real-time current/circulation maps. We identified potential deployment locations and will work with additional partners to work towards an HF-radar network that covers a larger portion of the inlet, specifically the OCS Cook Inlet Planning Areas in Cook Inlet and adjacent waters.

## Oil Fate and Effects Programs

### *Marine Oil Snow in Cook Inlet*

**Background:** We supported research on natural marine snow sedimentation in Kachemak Bay in 2018 and 2019. The research also included studies on the formation of marine snow aggregates and laboratory created marine oil snow. Our interest is in how marine snow might provide a mechanism for oil to sink from the surface to the benthic environment. Existing oil spill fate and transport models have inputs for complex ocean currents, oil spreading/mixing, and transport, but do not include data that quantifies marine snow (MS) or marine oil snow (MOS) settling; thus, the models cannot accurately predict the transport and deposition of MOS during a spill. The Kachemak Bay studies led to two publications that incorporated knowledge gained in Cook Inlet. In 2020, with a new graduate student, summer samplings plans had to be modified for COVID restrictions and would not include field sampling in Alaska. **2021 Updates:** With support from CIRCAC, graduate student Quinn Wilkens spent the fall and early winter constructing a large-scale roller table to culture phytoplankton and developing plans with CIRCAC and researchers from the Coastal Response Research Center (CRRC), the University of New Hampshire (UNH), and Bigelow Laboratories for experiments where he can vary levels of oil and sediment to observe aggregate sinking velocities in different environmental conditions. To maintain applicability to coastal Alaska, Quinn used a cold water phytoplankton species seasonally abundant in Alaska, sediment sourced from Cook Inlet, and Alaska North Slope (ANS) crude oil. Settling velocities were measured using specialized cameras, with the ability to track individual aggregates over time. These experiments were paired with resuspension measurements in UNH's oil flume to determine current velocities required to re-suspend

aggregates from the ocean floor after initial settling. Ultimately, this research explores potential pathways in which oil may impact the benthic environment, and aid in informed decision-making during an event.

Quinn's treatments included seawater only, seawater + oil, seawater + sediment, and seawater + oil + sediment.

**March 2022 Update:** Quinn laboratory research is complete and he will be submitting his thesis this spring. I will provide a summary when I receive it. We have had several discussions on the results but I am awaiting his thesis publication before discussing his results.

We received notice that one of the papers submitted based on the Kachemak Bay marine snow experiments conducted by Jesse Ross in 2018-2019 was accepted for publication this winter. When published, I will provide a copy.

## Technical Review Program

### *APDES Permits*

### 1. Background (Cook Inlet General Permit):

We are still awaiting ADEC's final decision regarding the Cook Inlet general oil and gas discharge permit and I will update you when the final permit is announced. As you know, in 2019, ADEC opened the draft Alaska Pollutant Discharge Elimination System (APDES) **General Permit** to Discharge to Waters of the United States - Oil and Gas Exploration, Development and Production in State Waters in Cook Inlet. We reviewed the permit and associated fact sheet, mixing zone model results, and other associated documents. The Permit would replace the expired 2007 general permit AKG315000 for discharges to state waters. The draft Permit also included mixing zones for discharges from a previously zero-discharge platform.

**March 2022 Update:** On October 6, 2021, ADEC announced that "APDES GENERAL PERMIT AKG315200 – Oil and Gas Exploration, Development, and Production in State Waters in Cook Inlet has been issued," effective January 1st, 2022.

### 2. Background (Osprey Platform Individual Permit):

We are also awaiting a decision by ADEC regarding an Individual Permit that we reviewed in 2019. As a reminder: On April 24th, ADEC announced that they had prepared an Alaska Pollutant Discharge Elimination System (APDES) Draft Permit AK0053309 available for a 30-day public review. This was a proposed **Individual Permit (IP)** for Cook Inlet Energy, LLC, Osprey Platform. This platform was originally developed as a zero-discharge platform for produced water and has been operating as such since its inception. The General Permit (GP) above also included produced water discharges from the Osprey Platform in the proposed permit, so Cook Inlet Energy likely applied for an IP in case the GP was challenged in court. Comments were originally due on May 27th, just 5 days after the comments on the GP were due. They extended that deadline after receiving numerous requests from CIRCAC and others, though by only 5 days. The review period ended May 31st and CIRCAC comments were presented to the

Protocol Committee for review, revision, and approval.

**March 2022 Update:** In their issuance of "APDES GENERAL PERMIT AKG315200 – Oil and Gas Exploration, Development, and Production in State Waters in Cook Inlet," ADEC intends to include Osprey Platform under the General Permit.

**3. Background (KLU Julius R. Platform Individual Permit):**

On March 4, 2019, ADEC received an application from Furie Operating Alaska LLC for the reissuance of APDES Individual Permit AK0053686 – KLU Julius R. Platform. Furie subsequently submitted an amendment to the application in November 2019 to include an additional, new discharge of produced water. **March 2021 Update:** ADEC released a draft permit for review in February. CIRCAC submitted a comment letter. ADEC announced that they had approved the final draft permit but it has not yet been posted.

**September 2021 Update**: The final permit has been posted and available at https://dec.alaska.gov/Applications/Water/WaterPermitSearch/Detail.aspx?id=20497&v=1

## Additional Activities since October 1st, 2021 EMC Meeting:

1. Participated as a board member of the Alaska Research Consortium (ARC); I helped draft the 2023-2024 Draft Strategic Plan in early October, which was approved by the full ARC Board on October 19th. I participated in additional ARC Board meetings on January 28th and March 29th, 2022.
2. Attended virtual ExxonMobil Oil Spill Response Knowledge Transfer Webinar (scheduled for the first Tuesdays of every month). The October webinar was by Steven Lehman titled "*Vulcans versus Humans: Oil Spills and human Perception, Case Studies, Mistakes and Successes*." The November webinar was by Dr. Ed Owens on "*What we really do on an oiled shoreline response.*"
3. Participated on a webinar for the October 18th Fall Meeting of the Kachemak Bay/Lower Cook Inlet Marine Ecosystems Workgroup where I provided a brief summary of our planned activities in Cook Inlet. I am presenting about our BOEM Contaminant Study at the March 29, 2022 KBLCI Marine Ecosystem Workgroup meeting.
4. Attended (virtually) sessions of the Coastal & Estuarine Research Federation (CERF) and the Western Society of Naturalists (WSN) in early and mid-November, respectively.
5. Attended the (virtual) November 17th Annual Meeting of the British Columbia/Pacific States Task Force.
6. Attended the "You don't know what you don't know" NOAA webinar series presentation by Dr. Uta Passow on November 18th where she summarized her research on Oiled Marine Snow during (and following) the DeepWater Horizon oil spill, when marine snow was found to be a transport vehicle for oil allowing the oil to be deposited onto the deep seafloor. Dr. Passow currently focuses on the interactions between oil, dispersants, exopolymers and particles as part of the Multi-Partner Research Initiative under Canada's Ocean Protection

Plan. Her earlier research informed almost all oiled marine snow research that has followed, including the research we sponsored in Cook Inlet.

7. Attended the virtual BOEM Public Hearing for Lease Sale 258 on November 18th and submitted brief comments on the Draft Environmental Impact Statement (DEIS) for the Cook Inlet OCS Planning Area Lease Sale 258.
8. Attended virtual sessions of the Alaska Marine Science Symposium in January and the Ocean Sciences Meeting in late February/early March. For both of these, I was unable to dedicate the blocks of time to watch full sessions and am happy that both conferences are leaving the recordings on-line for registrants to be able to view through most of 2022. I hope to catch up on many of the presentations that I did not view during the weeks of each conference.
9. Provided on-line tutorial on March 24th for ADF&G that focused on oil spill planning and response and demonstrated access on NOAA and AOOS portals.

# PROPS Staff Report

## Ice Monitoring Cameras

Staff has been working with the USCG, NOAA, University of New Hampshire's Coastal Response Research Center (CRRC) and CISPRI to develop an oil in ice project. CRRC and the USCG are the lead organizations for this project. The project seeks to use Unmanned Aerial Systems (UAS) to identify oil in ice using various aerial sensors. The UAS will be used to identify a range of oil concentrations in multiple ice concentrations. CIRCAC staff participated as a liaison to aid project managers in the selection of an appropriate site to conduct the project. Staff used the Ice Monitoring Cameras to share views from several potential project sites with project managers and also offered use of the cameras to aid project managers in evaluating Cook Inlet Ice leading up to the project start date.

The project consists of a series of small tubs with water and varying amounts of crude oil to produce a range of concentrations from sheen to emulsified concentrations. The tubs are to be moved outside and allowed to freeze, creating a range of ice coverage from no ice to solid. The setup of approximately 24 tub will be located on shore near the shoreline. The UAS will be flown over Cook Inlet to calibrate the sensors to ice and water conditions, and then will be flown over the various tubs to confirm oil detection and concentration values.

The project requirements included close proximity to the Inlet offering varying ice conditions, site security, power, internet connectivity, heated enclosure large enough to house project personnel and some equipment. Multiple sites around Cook Inlet were evaluated to host the project, each with many or all features desired to conduct the project. However several were rejected or were not available. Currently the Port MacKenzie barge/ferry terminal is being evaluated and looks very promising.

Covid-19 travel restrictions has prevented project staff from traveling, however some project materials will be shipped and some will be procured in Alaska to be available as soon as travel restrictions are lifted. Staff is participating in regular project meetings as the ice season progresses and the fate of the project is decided. If travel and weather do not allow the project to take place soon there are plans in the works to conduct a portion(s) of the project elsewhere.

## Artic and Western Alaska (AWA) Area Sub- committees

Staff participates in two AWA sub-committees. Since the last PROPS meeting staff has participated in Administration Sub-committee meeting to review and develop administration protocols and processes to meet the needs of the area plan.

Staff participated in the GRS sub-committee meetings to aid the transition from the legacy pdf version (hard copy/pdf) of the GRS catalog to a GIS database version. The new GIS based version will allow individual or multiple GRSs to be populated on a GIS base map. To date most of the legacy pdf's have been transferred to the GIS database. However, some of the data needed relates to geographic coordinates for various tactics that will require individual calculation to ensure the accuracy on a specific base map.

Staff will be pursuing various options to aid in the development of a procedure to facilitate the completion of the GRS catalog data transfer. Once all the data is transferred, the GRS catalog will be nearer completion for use on the GIS platform. Along with the legacy pdf data transfer, the data collected as part of CIRCAC's stream crossing GRSs will also be entered into the GIS

format. The new GIS platform will be standardized, making additions, updates and adjustments of GRS files easier.

## Geographic Resource Inventory Database (GRID)

Staff has continued to work with our primary contractor and the programming contractor to ensure GRID and its host program, the Cook Inlet Response Tool (CIRT), are up-to-date in both function and data.

Staff began preliminary discussions and provided basic operating instruction to Kenai Peninsula Office of Emergency Management (KPB OEM) personnel to evaluate the GRID for use during Kenai Peninsula emergencies. That trial use revealed some inconsistencies within the program, which our contractors have now addressed and repaired. Since the initial exposure to GRID, the KPB OEM has expressed great interest in using it. Staff will work with the KPB OEM for a more formal introduction and training opportunity for KPB personnel to become familiar with GRID for use in their day-to-day operations.

## Harbor Safety Committee (HSC)

Staff attends all Cook Inlet Harbor Safety Committee meetings. Staff also acts as Chair for the Harbor Safety Plan workgroup. The most recent HSC meeting led out with round table comment from the various Committee members highlighting topics of interest and importance to each.

Following the round table discussion, each agency Ex Officio member reported recent activities to the committee followed the Committee Chair report and Workgroup Chair reports.

CIRCAC staff reported the activities of the Harbor Safety Plan (HSP) workgroup and the status of the HSP. The HSP workgroup has overseen the development and annual update of the HSP. The “Plan” is undergoing an addition to its content regarding under keel clearance to be observed by commercial vessels transiting and to be maintained while moored. Additionally, work on the Cook Inlet Fire and Salvage section is ongoing. After each annual review and update, the plan is offered for public review and comment prior to publishing for use by mariners transiting Cook Inlet.

The Committee also addressed an outdated U.S. Coast Guard Navigation Advisory regarding Under Keel Clearances and single hull tank vessels. Since single hull tank vessels have been phased out since 2015, the Navigation Advisory is no longer valid and was causing some confusion among mariners. The committee voted unanimously to send a letter to the U.S. Coast Guard Sector Commander requesting the Navigation Advisory be rescinded, citing the work the Harbor Safety Committee Navigation Workgroup is doing to provide additional Under Keel Clearance language in the Harbor Safety Plan as guidance to mariners.

## Protocol Control Committee

Since the last Board meeting the Protocol Control Committee has provided comments regarding the following Contingency Plans, Resolutions, and Proposed Regulation revisions:

- **Crowley Alaska Tanker, Cook Inlet Oil Discharge Prevention and Contingency Plan, ADEC Plan #: 21-CP-5252**
    - Our comments revealed that this plan is titled to identify Crowley Alaska Tankers LLC, Alaska Specific- Cook Inlet Vessel Response Plan (VRP), while Crowley has also submitted a Crowley Alaska Tankers LLC, State Specific - Prince William Sound, Alaska Vessel Response Plan; noting that Crowley asserts that the Cook Inlet plan serves as a VRP for vessels covered under the plan when operating in United States waters, and as a combined Shipboard Oil Pollution Emergency Plan (SOPEP) and Shipboard Marine Pollution Emergency Plan (SMPEP) for vessels covered under the plan when operating in all waters. They further indicate that the (Cook Inlet) plan is comprised of information applicable to operations in *all* waters and State Appendices that provide information focused on the States described in those appendices.

      Given that statement, it was difficult to understand the need for two separate Alaska plans for two areas within Alaska while at least one plan is formatted with a separate appendix for the water's the plan is titled to operate in, and seems to indicate, by its content, that it was intended to cover multiple areas and waters. We questioned why Crowley wouldn't choose a simpler less confusing approach to developing a federally required VRP that covers all U.S. waters and the State of Alaska required Oil Discharge Prevention and Contingency Plan to operate within Alaska's waters.

      The overall format and content of this plan was confusing and there were many content issues that required attention. Prince William Sound, Washington State, and Canada are all mentioned in the main body of the plan while Cook Inlet was relegated to an Appendix as though it is only an addition to the plan. It is unclear whether this plan is meant to cover the Crowley tankers while operating in the waters of Prince William Sound, the State of Washington, Canada, and Cook Inlet or if the plan is Alaska Specific (Cook Inlet) as the title indicated. As mentioned above, these and other issues would require clarification.

- **Hilcorp Alaska, LLC Oil Discharge Prevention and Contingency Plan for Cook Inlet Production Facilities, ADEC Plan #: 16-CP-2008**
    - Overall, our review of this plan found it to be well written and that it did a good job of addressing all of the HAK production facilities. Our review of the plan also revealed areas lacking in detail that would aid planners and responders alike.

      Some of the areas for clarification and recommendations are listed below.

      Confirm Hilcorp's capability to moor and manage a barge of the size identified in the plan at the Hilcorp Rig Tenders Marine Terminal.
        - Clarification of the term "10 ft. updraft at 0.0 tide"; What tide range will be required to allow a vessel and barge to moor commensurate with the vessel and barge sizes referenced in the plan, and will the dock face area be dredged to allow vessels and barges to call under most tidal ranges?
        - Clarification where appropriate, the specific problems that ice flows may cause at the Rig Tenders.

- Recommendation to include the location of the Hilcorp Rig Tenders Marine Terminal on the Figure maps within the plan.
- Recommended taking into account the influence ice may have on the movement and concentrations of oil and include measures to address those influences regarding tracking oil and forecasting trajectories.
- Recommended demonstrating the identification and protection of sensitive areas appropriate for the winter scenario.
- Recommended placing more emphasis on agency and stakeholder notification in the scenarios.

- **Collaborative Comments and Background Information Regarding PWSRCAC / CIRCAC's Proposed Resolution to the Kenai Peninsula Borough, City of Kenai, City of Homer, City of Seldovia, City of Anchorage, Kodiak Island Borough, and the City of Kodiak**

  - Our comments stated that although the existing regulations were not perfect, they have provided a robust framework to ensure meaningful spill response preparedness, a basic yet critical transparency (bolstered in recent years with plan documents posted on the ADEC website), and a largely predictable process for key parties to offer suggestions based on their interest and knowledge.

    When considering the potential for changes to the regulations, we believe it is essential that they continue to meet the following key functions:

    (1) Provide a usable emergency plan;
    (2) Provide a detailed response plan and procedures;
    (3) Demonstrate access to equipment and resources to meet response planning standards and the ability to protect environmentally sensitive areas;
    (4) Assess past and potential spills and how they can be prevented;
    (5) Demonstrate the use of best available technology by the plan holder;
    (6) Ensure a company's operations comply with Article 1 regulations (18 AAC 75.005-085).

    The Protocol Committee provided an example of the language to be considered for use in any resolution by any of the listed municipalities or boroughs choosing to do so.

- **18 AAC Chapter 75 – Oil and Other Hazardous Substances Pollution Control Proposed Regulation Revisions, dated November 1, 2021**
  - Within our comments we identified some additional items that we believe will further support the consistent implementation of the regulations for diverse operators.

    We highlighted the following items of particular importance to us:

    (1) Ensuring that the Regional Citizens Advisory Councils remain specifically identified within regulation to receive any notifications of relevant plan documents under review,
    (2) Clearly stating within Article 4 that plan holders should also comply with all relevant state and federal laws;
    (3) Ensuring an opportunity for Alaska regulators and regulated industry to keep up to date on best available technology for oil spill prevention and response, and
    (4) Revising the treatment of prevention credits in the regulations to incentivize meaningful prevention measures that enhance regulatory requirements.

# Public Outreach Report – April 2022

## Advertising

Paid advertising continues to be the main avenue for public outreach, with event plans for 2021 largely cancelled. A scaled-down version of our radio campaign that was started in 2020 will be reevaluated for possible continuation through the winter as in-person outreach opportunities remain limited due to COVID-19-related restrictions. We've also continued some print advertising projects, with ads in special editions of the Peninsula Clarion and Alaska Business Magazine in addition to annual appearances in local Chamber of Commerce travel guides.

## Legislative Outreach

Staff coordinated with Council members representing the various municipalities in our area of concern to introduce resolutions of support for CIRCAC's comments to the Alaska Department of Environmental Conservation regarding its ongoing process to address potential changes to state spill prevention and response statutes. City councils in Kenai, Homer, Seldovia and Kodiak and both the Kodiak Island and Kenai Peninsula Borough Assemblies adopted their respective supporting resolutions.

## Training/Meetings

Public Outreach staff participated in and completed 300-Level Incident Command Systems (ICS) training over the course of two days in January. Staff also participated in Alaska Inland Area Committee and Alaska Regional Response Team meetings in January.

## Scholarships

The annual scholarship program held interviews with applicants this week. Winners will be notified and additional outreach to publicize both the program and this year's recipients will begin following that notification.

# Administration Staff Report
# Cook Inlet RCAC Board of Directors Meeting – April 8, 2022

Below you will find a brief update on the primary administrative tasks performed – or assistance provided – by your Administrative staff since the December 2021 Board of Directors meeting:

**CIRCAC Office –** Corporate office successfully upgraded to a new network for faster internet services. GCI installed a temporary, above-ground service line to the building with hopes to bury the line this summer, and I.T. transferred our server connections to the new network. The outdated office phone and teleconference systems were successfully replaced. The building's security system will soon be upgraded as well.

**Elections and Appointments** – The Credentials Committee met on March 15 to certify the results of the election and appointment process for four stakeholder seats on the Board of Directors (Municipality of Anchorage, City of Seldovia, Tourism and Recreation Groups). The Executive Committee met to determine the necessary action by the Board to fill the Recreation Group seat, as no nominations were received. Interested parties were also secured for the EMC and PROPS Committee Public Member seats.

**Recertification, 2022/2023 Application** – The final draft is nearing completion, and will be submitted to the Executive Director for signature and submittal on or about April 22. This application seeks authorization for the period September 1, 2022 to August 31, 2023.

**Financial Audit and Tax Return** – The FY2020 financial audit has been completed, and the Executive and Audit Committees met on January 7 to review and accept the audit report and findings. Committees also reviewed the Requests for Proposals received by local auditing firms, and approved Lambe, Tuter & Associates to provide independent financial audit and tax preparation services for FYs 2021, 2022, and 2023. Staff has begun to prepare and compile financial documents and reports in anticipation of auditor fieldwork this summer.

**Accounts Payable –** Staff continues to process payables weekly, utilizing online processes when applicable. We have maintained a review and written approval procedure of all accounts - by the Executive Director, staff, and Officers.

**Budgets** – At the conclusion of the FY2020 financial audit, undesignated funds for reallocation were identified. The Executive Committee met on February 16 to review and approve the proposed reallocation of said "carryover" funds. The EMC and PROPS Committee have met to review and approve their allocations to specific projects within their program budgets; staff has incorporated those, along with the Public Outreach and Administrative allocations, into the appropriate budget line items. Reconciliations of credit card and bank accounts for this quarter are ongoing. Development of the 2023 draft operating and program budgets will begin this summer.

**Grants** – Staff assists with the Bureau of Ocean Energy Management (BOEM) grant under the EMC. Staff has implemented tools and training to aid in the organization and distribution of grant funding. The end-of-year (2021) quarterly federal financial report was submitted. CIRCAC renewed its System for Awards Management (SAM.gov) registration and staff ASAP.gov registrations.

**Corporate Funding** – The first round of funding invoices for 2022 were distributed; additional invoices if necessary will be distributed to the funding companies in May/June.

**Insurance and Employee Benefits** – Several of CIRCAC's corporate insurance policies have renewed. In addition, staff facilitated the renewal period for employees' health and life insurance coverages, along with the open enrollment period for the SIMPLE IRA retirement funds.

**Organizational Support** – Administrative staff participates with the Cook Inlet Harbor Safety Committee.

**Staff and Training –** Staff recently participated in an ASAP.gov (grant payment system) Requesting Payments webinar and has enrolled in an online grants management course. In addition, CIRCAC's Administrative Assistant has transitioned to full-time. Training of administrative tasks are ongoing.

**Support –** Administrative staff supports directors, public members, staff and guests in logistics for virtual committee meetings and conferences. Such events include Audit, Credentials, EMC, Executive, PROPS, Protocol Control, and Scholarship Committee meetings. Staff continues to make virtual meetings by teleconference, videoconference, and webinar both effective and comfortable for participants, utilizing various online platforms. In hopes of safely returning to in-person meetings later this year, staff has begun contacting lodging and travel vendors in Seldovia.

COOK INLET REGIONAL CITIZENS ADVISORY COUNCIL

# ANNUAL MEETING

****AGENDA****

**Friday, April 8th, 2022**

**ZOOM VIRTUAL CONFERENCE**

**12:30 pm (est.)** **Cook Inlet RCAC 2022 Annual Meeting**

**Call to Order/Roll Call**

**Approval of Agenda**

**Seating of Members of the Board of Directors**

**Directors – 3-year terms** *(Action Item)*

- Re-election of Bob Flint, Recreation Group
- Re-election of Robert Peterkin II, Tourism Group
- Re-appointment of Walt Sonen, City of Seldovia
- Appointment of Hans Rodvik, Municipality of Anchorage

**Election of Officers** *(Action Item)*

- President (1 year term)
- Vice-President (1 year term)
- Secretary/Treasurer (1 year term)

(For information purposes, the 2021 Officers were: President – Gary Fandrei; Vice-President – John Williams; and Secretary/Treasurer – Deric Marcorelle)

**Selection/Appointment: Committee Members**

**Executive Committee** *(Action Item)*

- President (Serves as Chair) (1 year term)
- Vice-President (1 year term)
- Treasurer (1 year term)
- 2 Board Members At-Large (1 year terms)

(For informational purposes, the 2021 Members were: Gary Fandrei, John Williams, Deric Marcorelle, Robert Peterkin II, and Grace Merkes)

**Audit Committee** *(Action Item)*

- Treasurer (Serves as Chair) (1 year term)
- 2 Board Members At-Large (1 year term)
- 1 Board Member Alternate (1 year term)

(For informational purposes, the 2021 Members were: Deric Marcorelle, Grace Merkes, Molly McCammon, and Robert Peterkin II as Alternate)

**Credentials Committee** *(Action Item)*

- Vice-President (serves as Chair) (1 year term)
- 2 Board Members At-Large (1 year term)
- 1 Board Member Alternate (1 year term)

(For informational purposes, the 2021 Members were: John Williams, Robert Peterkin II, Grace Merkes, and Michael Opheim as Alternate)

**Protocol Control Committee** *(Action Item)*

- 5 Board Members (1 year term)
- 1 Board Member Alternate (1 year term)

(Committee elects Chair. For informational purposes, the 2021 Members were: Robert Peterkin, Bob Flint, Deric Marcorelle, Paul Shadura, Rob Lindsey, and Gary Fandrei as Alternate)

**Prevention, Response, Operations & Safety Committee** *(Action Item)*

- 3 Board Members (1 year term)
- 3 Board Member Alternates (1 year term)

(Committee elects Chair. For informational purposes, the 2021 Members were: Bob Flint, Rob Lindsey, Deric Marcorelle, Carla Stanley, Michael Opheim, and Walt Sonen)

- 6-8 Public Members (3 public members nominated for seating)
  - Ted Moore (re-appointment – 3 yrs.)
  - Cathy Foerster (new appointment – 3 yrs.)
  - Wendell Tuisaula (new appointment – 3 yrs.)

**Environmental Monitoring Committee** *(Action Item)*

- 3 Board Members (1 year term)
- 3 Board Member Alternates (1 year term)

(Committee elects Chair. For informational purposes, the 2021 Members were: Deric Marcorelle, Molly McCammon, Carla Stanley, Michael Opheim, Gary Fandrei, and Paul Shadura)

- 6-8 Public Members (3 public members nominated for seating):
  - Rick Frederic (re-appointment – 3 yrs.)
  - A. Bruce Magyar (re-appointment – 3 yrs.)
  - Molly McCammon (new appointment – 3 yrs.)

## Closing Comments

**1:15 pm (est.)** **Adjourn**