

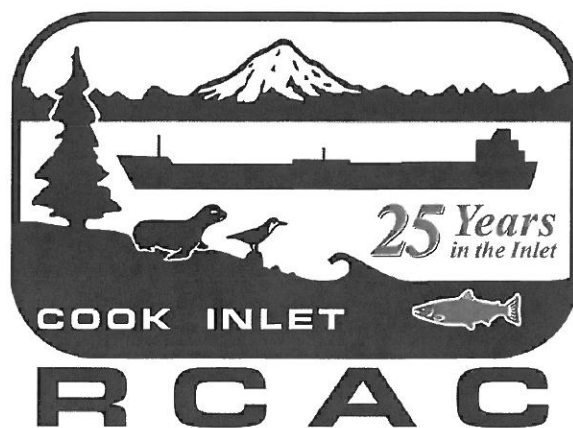
COOK INLET REGIONAL CITIZENS ADVISORY COUNCIL

"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."



BOARD OF DIRECTORS MEETING

December 1 & 2, 2016 - Hotel Captain Cook
Anchorage, Alaska



**COOK INLET REGIONAL CITIZENS
ADVISORY COUNCIL
BOARD MEETING**

**Hotel Captain Cook
Anchorage, Alaska**

Friday, December 2, 2016

****AGENDA ****

8:15 am Continental Breakfast

**9:00 am Cook Inlet RCAC Board Meeting
Call to Order/Roll Call**

Approval of Agenda *(Action Item)*

Approval of Minutes *(Information Item)*

1

- None

Welcome & Introductions

Opening Remarks

- Suzanne Fleek-Green, Administrative Aide to Mayor Ethan Berkowitz – Municipality of Anchorage

Public Comment *(3 minute limit per speaker)*

Agency Member Comments

9:30 am

Presentations on Related Activities

- Larry Hartig, Commissioner – Alaska Dept. of Environmental Conservation
- Larry Burgess – BlueCrest Energy
- Rich Novcaski, Glen Faulkner, Lori Nelson and Stan Golis – Hilcorp Alaska

Executive Committee Report

- 2016 Budget and Statement of Financial Position *(Information Item)*
- Proposed 2017 Operating and Program Budgets Review *(Action Item)*
- 2017 Meeting Schedule *(Informational Item)*

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Executive Director's Report *(Informational Items)*

12:00 noon

Break for Lunch

12:45 pm

Status of Programs & Projects *(Informational Items)*

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- Environmental Monitoring Committee
- Public Involvement Program
- Prevention, Response, Operations and Safety Committee
- Protocol Control Committee
- Administration

3:15 pm

Calendars & Miscellaneous *(Informational Item)*

- Annual Meeting – Friday, April 7 (Kenai)
- Regular Meeting – Friday, Sept. 8 (Homer)
- Regular Meeting – Thursday, Nov. 30 & Friday, Dec. 1 (Anchorage)

Closing Comments

**3:30 pm
(est.)**

Adjourn

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BOARD OF DIRECTORS MEETING December 2, 2016

Action Item

AGENDA ITEM: Proposed 2017 Operating and Program Budgets

DESCRIPTION OF AGENDA ITEM:

The Executive Committee has reviewed the proposed 2017 Operating Budget prepared by staff. In addition, proposed program budgets for PROPS and EMC have been reviewed and approved by their respective committees, and by the Executive Committee. Finally, the Executive Committee has reviewed the proposed program budget for Public Outreach.

RECOMMENDATION FOR ACTION:

Approval by the Board of Directors of the proposed Operating and Program Budgets for 2017.

Staff Report

EMC Staff Report: Activities since the 28 August 2016 EMC Meeting

Susan Saupe

Chemical and Biological Monitoring Program

Intertidal Habitats

1. We have been entering data and filing sampling permit reports for our June 2016 fieldwork. We submitted an abstract for a poster presentation at the January 2017 Alaska Marine Science Symposium titled “*Nearshore assessments of complex rocky reefs and platforms in lower Cook Inlet: A patchwork of marine assemblages*” [see attached abstract].
2. In October we had a team meeting that included collaborators from CIRCAC, NOAA Alaska Fisheries Science Center, National Park Service, and UAF’s School of Fisheries and Ocean Sciences to discuss plans for next summer’s fieldwork. Due to the limited number of days per month where we have low-tide sampling windows, we always run into conflicts with other field programs. We’ve discussed separating the intertidal and subtidal field components in 2017 because the subtidal dive team does not need low tides for sampling and can sample during neap tides.
3. As a component of the new four-year agreement with NPS (with BOEM funding), we will receive some support for the development of our EMC on-line contaminants database where we are compiling our hydrocarbon, persistent organic pollutants, and heavy metals data. I met with contractors in September and November to outline our plan for compiling 25 years of studies and developing realistic plans for serving the data. One of the difficulties is that earlier data sets included fewer analytes and had higher method detection limits. Thus, direct comparisons among years cannot be made without losing valuable data from more recent years. We are working through options of how we will provide the data, how it can be downloaded, and which visualizations make sense. Contractors include Bill Driskell (Seattle), Kinnetic Laboratories, Inc. (Anchorage), and Axiom Data Science (Anchorage).

Coastal Habitat Mapping Program

ShoreZone

1. We have been slowly entering data from our May ShoreZone surveys along the Alaska Peninsula. I will be purchasing a high resolution large-bed scanner for archival quality digital records of our voucher specimens from the field work.
2. We submitted an abstract about our shore station work to give a poster presentation at the Alaska Marine Science Symposium in January 2017 titled “*Long-awaited coastal habitat assessment for an area along Alaska Peninsula’s remote coast*” [see attached].
3. I delivered samples to ADF&G that we collected during our ShoreZone surveys along the Alaska Peninsula. This was opportunistic sampling that we did to provide genetic material of several seaweeds that are of commercial interest for mariculture. ADF&G was looking for samples that would provide them with information about genetic diversity in an area where they have little data. We provided samples of *Palmaria mollis* (dulse) and *Saccharina latissima* (sugar kelp) – which required 80 separate plant blades or fronds per species in each

area we were able to collect. Thus, we needed to be in an area where plants were abundant and the extra sampling would not interfere with our original project goals..

4. We will be working with PROPS to finalize the data collected during an additional component of our shore station surveys – opportunistic ground-truth surveys of Geographic Response Strategies in the area. EMC contracted with Nuka Research for one person (Mark Janes) and the National Park Service provided Dr. Tahzay Jones towards these surveys at no cost to our project. This component was added to take advantage of having a vessel in the area and because there hasn't been the opportunity to send someone to assess those sites on-the-ground yet and it is incredibly expensive to do work in that area. Additional work will be required to take the information gathered for each site and compile it into a format that can be integrated into active GRS on-line. PROPS will take the lead on this next phase and ensure the data is provided to ADEC for integration into the state-wide database. The team had successfully assessed most GRSS between Mitrofanina Bay and Wide Bay - and were able to collect some additional detailed oceanographic measurements for some of the sensitive sites.
5. The high resolution digital video and photographs collected in 2016 were posted on-line in October. EMC had provided funding to ensure that the imagery collected during the Barren Island and Alaska Peninsula surveys in April and May, respectively, were posted in a timely manner. Without funding, it's difficult to expect that the data portal contractors can prioritize our needs, so EMC approved these funds in August as part of carryover allocations.
6. In September and early October there were quite a few planning meetings for those of us on the Alaska ShoreZone Steering Committee to plan our annual ShoreZone Partner Meeting. We had a successful annual meeting, held over two days in October at the Captain Cook Hotel. During Day 1, the agenda provided updates of all of our activities for the year, as well as examples of how ShoreZone data and imagery are being used and new tools being developed to access and apply ShoreZone information. Day 1 is typically the one where a wider audience participates since the talks are presented in a way that we can engage newcomers to ShoreZone yet still provide enough detail to interest those already familiar with the databases. I provided the Introduction and a session talk on our summer work, including a discussion of how we integrated a new component to collect more quantitative data on the intertidal biobands. During the morning of Day 2, we had a much smaller and more targeted group where we discussed details and solved problems that came up during the year or that we are anticipating. We also reviewed NOAA's 5-year plan and discussed how we would integrate a ShoreZone Partner 5-year plan. During the afternoon of Day 2, we had an even smaller and more targeted group work through a facilitated discussion of the role of the ShoreZone Steering Committee. We successfully worked through short-term goals, with tasks identified for each of us. It was a pretty exhausting several days.
7. In November, I worked with Dr. Nicole Kinsman, NOAA's Alaska Region Geodetic Advisor, to provide information about the use of coastal habitat imaging and mapping for planning purposes to an audience at the 2016 APA Alaska State Planning Conference in Anchorage. I provided a 45 minute overview of ShoreZone and how to access the information from the NOAA website and AOOS's data portals.

Cook Inlet Response Tool (CIRT)

1. We've had several teleconferences to review the draft database for our Geographic Response Information Database (GRID) project. Our contractors have completed Phase I of a multi-phase project sponsored by both EMC and PROPS. We are waiting review of the database by Axiom Data Services in regards to database format to ensure that we will be able to work with them to integrate GRID with CIRT. We will then revise our contract with Nuka Research and Planning to compile data from more communities/regions. As well, we will work with Axiom to develop ways for accessing and visualizing this complex dataset.

Coastal Impressions

1. A selection of photographs from our exhibit *Coastal Impressions: A Photographic Journey along Alaska's Gulf Coast* is on display at the newly opened Cordova meeting facility (<http://www.thecordovacenter.org/>). The exhibit has also been on display at the Alaska SeaLife Center since May and they requested that it stay through the winter. The Nature Conservancy acquired funding to print a complete second copy of the entire exhibit.
2. At our Annual Partner Meeting in October, we saw ShoreZone-inspired art provided by FOCUS: Art Studio, which is an Anchorage based program that offers art classes and open studio time for adults who experience disabilities. I had provided about a dozen large-format mounted ShoreZone photographs to one of their art directors after she was inspired by the ShoreZone art show we developed and displayed in January 2016. They will be continuing to use ShoreZone in their program. We will continue to seek funding for the proposal that I originally submitted to the Anchorage Museum for developing a more extensive exhibit than our January 2016 exhibit of cold-wax and encaustic paintings. After that successful show, we would like to include a wider range of mediums used to produce ShoreZone-inspired art (e.g. clay, glass, metal, fabric, etc...).



Figure 1 Photo by FOCUS: Art Studio

Physical Oceanography and Oil Fate and Effects Programs

1. The draft white papers from the *Dispersants Workshop for the State of Science for Dispersants in Arctic Waters* are being released in a phased manner by the Coastal Response Research Center (CRRRC) and NOAA. This project included a series of expert meetings at the request of a national planning team for an Arctic Spill of National Significance (SONS) after they identified the need for a definitive evaluation of the state of the science for dispersants and dispersed oil. I was part of the planning team that selected the topic experts with the goal that each group would provide a list of unanimously agreed upon what is known about dispersants and dispersed oil that can be supported in the scientific literature. As well, they were to identify knowledge gaps and major uncertainties. The experts focused on five topics concerning dispersants and dispersed oil:
 - Topic 1: Efficacy and Effectiveness;
 - Topic 2: Physical Transport and Chemical Behavior;
 - Topic 3: Degradation and Fate;
 - Topic 4: Eco-Toxicity and Sublethal Impacts.
 - Topic 5: Public Health and Food Security; and

The experts submitted their statements to CRRRC and NOAA and, so far, Topics 1, 2, and 3 have been released for public comment and the comment periods are now closed. Topic 4 was expected to be released by the end of the year and Topic 5 in early 2017. The status of the review process and notifications of review opportunities can be found at http://crrc.unh.edu/workshop/crrc/dispersant_science.

Technical Review Program

1. Our contractors will continue Phases III and IV of the Discharge Monitoring Reports (DMR) Project. This project has been taking place in phases and we are nearing completion of Phase III:
 - Phase I: Developing data input process for DMRs
 - Phase II: Inputting one year of data (including QA/QC) and demonstrating on-line access
 - Phase III: Providing mechanism for “automated” summary graphics, updated monthly to accommodate ongoing data entry
 - Phase IV: Automating comparison of DMRs to permit limits and reporting requirements.
2. In September, I reviewed and submitted comments on the BOEM Draft Environmental Impact Statement (DEIS) for the Cook Inlet Planning Area Oil and Gas Lease Sale 244. Although our Board has not taken positions for or against lease sales in Cook Inlet, I do review the documents and information on which they make their decisions. I focus on whether they have incorporated the best available information in their documents (e.g. Environmental Impact Statements) and that they are reasonably interpreting that data. We were discouraged at BOEM’s public comment schedule and made that known. Our cover letter and comments are attached. Additional information about the lease sale can be found

at <https://www.boem.gov/Sale-244/> where the DEIS can be downloaded. The Final EIS has not yet been released to the public.

Additional Activities

1. I teleconferenced the fall meeting of the Oil Spill Recovery Institute, which was held in Cordova in October. We discussed OSRI funding priorities, and made our recommendations to be forwarded to the full Advisory Board and for the partnership between OSRI and the North Pacific Research Board for funding oil spill related research projects.
2. I wrote a letter (attached) for Mike to send to the Public Advisory Committee of the *Exxon Valdez* Oil Spill Trustee Council (EVOS TC). I was frustrated that their staff and science advisory committee were not recommending the funding of some of the only Cook Inlet work that they are funding as part of their Gulf Watch Program. This funding would go to the Kachemak Bay Research Reserve for their proposal *Oceanographic Monitoring in Cook Inlet and Kachemak Bay (Project 17120114-J*. The reviews of their work so far were solid and I thought that the recommendation to not fund was not based on any concerns with the science but because Cook Inlet was an easy target for reducing the budget. Though the Public Advisory Committee did not reverse the recommendation, the EVOS Trustees did. I am happy that enough concerned scientists and managers documented our concerns and that it made a difference – the funding will be reinstated.
3. I'm finalizing packing up our Anchorage office and storage shed to move to Homer. I spend a lot of time in Homer during field season and have thought of moving there for a while. I will still continue to work a lot out of Anchorage for meetings and conferences, but we will not have an office there. In Homer, I will work from home but have a very small office/storage space where I can store our field gear, archived samples, and files that I'm not actively working on. I will still have the same email and cell phone.

Director of Public Outreach Report to the Board – December 1-2, 2016

In addition to directing paid and earned media, maintaining the website/home page postings, publishing the e-newsletter and Annual and special reports, the Public Outreach Program works closely with and supports outreach initiatives led by other directors, such as the Coastal Impressions Exhibits, Scholarship Offering, and other special projects. This year, we continued to build on increasing brand identification through social, radio and print earned and paid media, public events and conferences. We continued to improve the online 25th Anniversary report, which is now being actively promoted.

Conferences

Alaska Marine Sciences Symposium
Alaska Artists Paint ShoreZone
ComFish Kodiak
Kenai Industry Appreciation Days

Community Visits/Recruitment

In 2016, the Director of Public Outreach traveled to Anchorage and Kodiak to meet with Native, Environmental and Tourism Groups to update existing certified stakeholder members about upcoming elections, and recruit others to become certified. Among them:

- Alaska Tourism Industry Association
- The Alaska Center (formerly Alaska Center for the Environment)
- Koniag, Inc.
- KANA (Kodiak Area Native Association)
- Natives of Kodiak
- Afognak Native Tribe and Leisnoi (informational packets)
- Kodiak Chamber of Commerce
- Discover Kodiak (informational packet)

Met with Mayor Dan Rohrer of the Kodiak Island Borough, to discuss filling the vacated seat of Scott Smiley who was elected to the Borough Assembly.

Participated at Kodiak Island Scholarship Fair to promote our CIRCAC Memorial Scholarships program.



Figure 1 Students traveled from throughout the Kodiak region to attend the Scholarship Fair at Kodiak College

Training

CommEx, a public relations conference sponsored by Public Relations Society of America (PRSA) with sessions on social media, media relations, crisis communication.

Peer Listener Training, provided through Prince William Sound RCAC, to train peer listeners to help people cope with technological disasters, particularly in small, rural communities with few mental health resources.

Keeping our stakeholders informed and engaged

Cook Inlet Navigator 2016 e-news:

Since launching our online newsletter, we have sent 8,829 with an average open rate of 20% and click through rate of 16%. Our contacts grew 106% or 418 subscribers. (Our most widely read issues this year were January, May and August.)

November 2016 Meet Rob Lindsey, Apply for a Scholarship, Upcoming Elections/Become a Certified Member, CIRCAC's 25th Anniversary Report Online

October 2016 (10/12/2016) Meet Gary Fandrei, Update from the Board, Regional Stakeholders Committee stays put for now

August 2016 Profile of Walt Sonen, Message from Executive Director, Upcoming Board Meeting

July 2016 (7/5/2016) USCG Change of Command, Harbor Safety Committee update, meet Scott Smiley

May 2016 (5/31/2016) Update from the Board of Directors, meet Molly McCammon, CIRCAC welcomes new committee members, CIRCAC conducting ShoreZone ground surveys

April 2016 (4/27/2016) CIRCAC reviews strengthen C-Plans, improving oil spill response with GRID, Meet Annie Looman, ComFish Recap

2016 February (2/29/2016) Artists paint Alaska ShoreZone, meet scholarship recipient, ADEC wants to improve how we train for drills, new dispersant guidelines

January 2016 (1/25/2016) Saupe wins Ocean Leadership Award, meet Deric Marcorelle, CIRCAC accepting scholarship applications, upcoming elections

Project Updates:

25-year report: We have finished modifying the site and have begun promoting.

2016 Scholarship Offering

The Public Outreach Director has created a blog post on the Web Page, posted on Facebook, updated the web page to include the new applications and participated in a Scholarship Fair in Kodiak. We are also sending out PSAs and a News Release and will look for other opportunities to promote the program.

Public Members: We continue to modify resumes to include background information on the "Committees" Web Page.

Hard Bound Book: working with Directors of Operations and Science and Research to support the project of a limited edition, hard bound book with images of Cook Inlet and Kodiak.

2016 Paid Advertising (radio, print and social)

Facebook Ads: to promote the 2015 scholarship program and will consider for 2016.

Print: Alaska Business Monthly 49er's Special Edition, the Pilot House Guide, and Chamber of Commerce Visitor Guides for Kenai, Homer and Soldotna.

Public Outreach promotional items: to give away at conferences and events and are considering purchasing additional mugs, spice packets, ice scrapers, tote bags, pails and lids, and/or non-petroleum based lip balm, for example with our logos and key messages.

Radio Ads: Finished in September. We will build another ad to work into the rotation and resume airing them in 2017. The ads are posted online under our "Media" tab.

Earned Media access through our website (newest in blue)

10.06.2016 – Coastal imaging program fills in Alaska shoreline gaps, Capital City Weekly
09.07.2016 – Comment period ends on proposed Cook Inlet Sale, Cordova Times
08/18/2016 - Alaska can't afford to let oil prices dictate spill prevention (published in Alaska Dispatch, Peninsula Clarion and Homer News)
05.11.2016 – Tillion awarded CIRCAC scholarship
05.05.2016 – AOOS launches new Cook Inlet beluga whale portal
05.02.2016 – Mapping out the chronic effects of silent oil spills
02.10.2016 – CIRCAC invites scholarships applications

News Releases

09.06.15 Executive Director's statement on BOEM decision to deny extension
08.24.16 CIRCAC Recertified to 2017
05.04.16 CIRCAC awards \$5000 in scholarships
01.22.16 Sue Saupe receives 2016 Ocean Leadership Award
01.21.16 Artists paint Alaska's ShoreZone
01.21.16 Apply for a CIRCAC scholarship

2016 Annual Report

To be determined; April Board of Directors Meeting deadline.

2017 Conference Attendance (as of 12.01.2016)

January 23-27	Alaska Marine Science Symposium (Anchorage)
February 6-10	Alaska Forum on the Environment (Anchorage)
March 30-April 1	ComFish Alaska, Kodiak (Kodiak)
August	Industry Appreciation Days (Kenai)

and contaminated soils, the processing of contaminated ground water, the temporary storage of contaminated soils, and pipeline repair. The final treatment and disposal of the contaminated soils has not yet been disclosed.

Glacier Oil/Cook Inlet Energy Drill

Staff attended a Glacier Oil and Gas (GLA) / Cook Inlet Energy (CIE) drill hosted at the Glacier Oil/CIE offices in Anchorage. The drill scenario focused on a well blowout when unexpected gas pocket was encountered during drilling operations releasing approximately 1500 barrels a day. The drill sought to achieve 12 objectives:

- Exercise the applicable Federal and State Preparedness for Response Exercise Program (PREP) requirements for a tabletop exercise.
- Obtain credit for annual PREP exercise
- Exercise spill response elements of GLA/CIE Oil Discharge Prevention and Contingency Plan (ODPCP)
- Exercise process for consideration of use of Response Technologies (i.e.in-situ burning), and review and approval processes applicable to the scenario.
- Demonstrate realistic scenario-based, simulated equipment movement, staging, task management, and decontamination processes by correctly utilizing the ICS-209 form throughout the planning process
- Demonstrate the ability to order the most appropriate response equipment, materials, and personnel
- Demonstrate the identification and selection of an Incident Response Organization for this scenario.
- Demonstrate the ability to provide an initial assessment of the discharge and affected are to determine the most appropriate GRS's to be deployed.
- Develop and issue a press release early in the exercise, and maintain media/public/community relations throughout the exercise through CIRCAC.
- Begin preparations for well control; to include selecting and ordering the most appropriate well control specialists.
- Produce a complete Incident Action Plan with all required sub-plans needed.
- Identify available communications resources and develop a communications plan for the response.

The Unified Command worked well together and all objective were met. Staff worked with the Liaison/ Public Information Officer (PIO) to develop press releases and discussed how CIRCAC could help to disseminate spill reports through our Director of Public Outreach by posting press releases on our website and through our Council Directors. The Regional Stakeholder Committee process was also a topic discussed with the Liasion Officer and the PIO; what that committee might look like, how they interact with the Unified Command and how they fit into the response process.

2016 Prevention, Response, Operations, and Safety Committee Activities

PROPS Committee:

- Chair- Bob Flint
 - Vice Chair-Jim McHale

Directors:

- Bob Flint
- Deric Marcorelle
- Walt Sonen
 - Alternates
 - Michael Opheim
 - Carla Stanley
 - Rob Lindsey

Public Members:

- Jan Hansen
- John Bauer
- Steve Lufkin

Public Member appointments:

- Capt. Bob Pawlowiski
- Scott Hamman (Reappointment)
- Ted Moore (Reappointment)
- Robert Reges (Reappointment)

Presentations:

- Aero Vironment
- Pipeline Inspection by Federal and State regulators
- Voluntary Pipeline report:
 - Glacier Oil/Cook Inlet Energy
- Harvest/Hilcorp

Project Accomplishments:

Ice Forecasting Network:

- Purchased and set up laptop to allow access and control of ice forecasting camera system to the Incident Commander.
- Staff received approval to establish another camera site on the Hilcorp owned Tyonek Platform.
- In an effort to improve product support and to cut the cost for additional and replacement cameras staff has met with a different camera manufacturer. Based on the outcome of the meeting we will purchase our next cameras from this new vendor.

Geographic Response Strategies (GRS)

- PROPS partnered with EMC to opportunistically ground truth GRS sites.

Harbor Safety Committee (HSC)

- Staff participated in the Cook Inlet HSC Managing Board activities to fund and launch the HSC
- Staff participated in the HSC as a member representing Cook Inlet RCAC
 - Several workgroups have been formed
 - A Harbor Safety Plan (HSP) has been written
 - Standards of care are being developed to be adopted into the HSP

Cook Inlet Sub Area Contingency Plan (SCP) Workgroup

- Staff participated in each section of the Sub-area Contingency Plan review and update in sequential order. CIRCAC staff applied experience and local knowledge to update SCP and solicited expertise from PROPS Committee members where appropriate (e.g. Michael Opheim reviewed Tribal contact information, Carla Stanley reviewed migratory bird information). CIRCAC's review and input stressed CIRCAC's role and responsibilities within the context of the SCP.

Geo-spatial Resource Information Database (GRID)

- The Geo-spatial Resource Information Database project has begun with updating data collect for the previous version (GRIN). Staff re-visited the project through discussions with various contractors to lay out the path forward to facilitate updating the database and the required programing that will allow integration of the database into the Cook Inlet Response Tool (CIRT) is in progress.

Cook Inlet Response Tool (CIRT)

- Staff promoted use of the CIRT at each drill attended with good results
- Began discussions with programing contractors to allow CIRT to integrate with the NOAA Environmental Response Management Application (ERMA) program

Vessel Self Arrest Study

- This project has recently begun. Contractors will be running vessel simulations mid-December 2016 to test feasibility of self-arrest for laden and un-laden tankers in various sea and weather conditions encountered in Cook Inlet.

Spill drill evaluation with summary report

- This is a multi-year project under the existing Oil Spill & Drills project in the PROPS Work Plan. Evaluators have attended drills and provided Drill evaluation reports.

Drills

Staff attended the following Cook Inlet drills to observe, recommend, and advise the Incident Command and Incident Management Team

- Harvest Alaska-unannounced
 - The drill was conducted in an effort to reconcile concerns about the adequacy of manpower at the facility.
 - Hilcorp Control Room Visit
 - Hilcorp provided an overview of the area operations controlled from this remote location. CIRCAC members were afforded the opportunity to visit the control room to see the system monitors and hear an explanation of what is being monitored by control room operators and how operations are monitored, controlled and managed from this remote location.
 - Harvest Tactical Review
 - The tactical walkthrough came about as a condition of an enforcement action associated with the Drift River Oil Terminal facility unannounced drill conducted by the State.
 - The objective of the review was to identify a basis for Response Scenario 1 of the Harvest Alaska, Drift River Oil Discharge Prevention and Contingency Plan (ODPCP) and review the oil trajectory of the spill scenario.
- BlueCrest
 - The drill centered on a Cosmopolitan well site incident Tabletop Exercise (TTX). It was a one-day event conducted by BlueCrest Energy as a training exercise and to meet requirements of the National Preparedness for Response Exercise Program (PREP). The exercise was held at the BlueCrest Energy corporate offices in Anchorage, Alaska. The exercise was an announced drill of a simulated incident that resulted in a discharge of 800 bbls (36,960 gallons) of crude oil onto the Cosmopolitan drilling pad. The drill provided an opportunity for the BlueCrest Energy Incident Management Team (IMT) to test BlueCrest Energy's Exploration Project Oil Discharge Prevention Contingency Plan (ODPCP) and the Alaska Federal and State Preparedness Plan for Response to Oil and Hazardous Substance Discharges and Releases (Unified Plan).
- Glacier/CIE
 - Staff attended a Glacier Oil and Gas (GLA) / Cook Inlet Energy (CIE) drill hosted at the Glacier Oil/CIE offices in Anchorage. The drill scenario focused on a well blowout when unexpected gas pocket was encountered during drilling operations releasing approximately 1500 barrels a day. The Unified Command worked well together and all objectives were met. Staff worked with the Liaison/ Public Information Officer (PIO) to develop press releases and discussed how CIRCAC could help to disseminate spill reports through our Director of Public Outreach by posting press releases on our website and through our Council Directors. The Regional Stakeholder Committee process was also a topic discussed with the Liaison Officer and the PIO; what that committee might look like, how they interact with the Unified Command and how they fit into the response process.

Alaska Regional Response Team (ARRT)

- Staff attended all ARRT meetings. Two important topics have remained front and center all year was the signing of the Dispersant Use Plan and a proposal to re-align Alaska's Unified Plan and 10 Sub-areas to more closely align with the National Contingency Plan framework. The later proposal seeks to make the current State of Alaska Unified Plan a Regional Plan and to replace the current 10 Sub-area plans into an Area Plan with Annexes for each of the 10 different geographic areas (current Sub-areas). There are several reasons touted for this change; standardized format and terminology to make it easier for Federal agencies in the event of a large incident that may require response management using personnel from outside of Alaska and less difficulty (and associated cost) managing updates and maintenance of the documents.

BlueCrest Public Outreach

- Staff attended two public outreach meetings focused on BlueCrest Energy's Cosmopolitan Project. The first was hosted by Cook Inletkeeper at the Islands and Oceans Center in Homer. The format was a panel discussion that included representatives from BlueCrest including a petroleum engineer, Alaska Department of Environmental Conservation (ADEC), Alaska Oil and Gas Conservation Commission (AOGCC), University of Alaska –Fairbanks (UAF), and an independent petroleum engineer. The second outreach meeting was held at the Ninilchik Fairground. This meeting consisted of a comprehensive presentation about the Cosmopolitan Project followed by Q&A. Both meetings were well attended by local residents.

Clean Pacific Conference

- Staff and PROPS committee members Bob Flint and Ted Moore attended the 2016 Clean Pacific Conference in Seattle. The conference covered a wide range of prevention, preparedness, and response topics. It provides a forum for responders, operators, regulators, equipment providers, and environmental groups to openly discuss best practices and industry trends. Some of the topics staff and Committee members attended sessions on were Managing Risks in Alaskan Marine Transportation, Advances in Response Tools, Waterway Risk Management, The Engagement Challenge- a panel discussion involving an aboriginal group, treaty tribe, local official, and a local community group.

American Section of the International Association for Testing and Materials (ASTM)

- Staff and committee members fill seats on three ASTM committees; F20 on Hazardous Substances and Oil Spill Response, F25 on Ships and Marine Technology and E50 on Environmental Assessment, Risk Management, & Corrective Action. Staff and PROPS Committee members review and provided input for various standards under review by all three committees.

Alaska Oil Spill Technology Symposium

- Staff attended the Second Annual Oil Spill Technology Symposium hosted by the Alaska Department of Environmental Conservation (ADEC), the Prince William Sound Oil Spill Recovery Institute (OSRI), the U.S. Coast Guard, and the University of Alaska, Fairbanks. The symposium seeks to close information and communication gaps among agencies, professional oil spill response organizations, academia, and other stakeholders like CIRCAC. This forum promotes information sharing and collaboration on oil spill response challenges in Alaska. It provides an opportunity to learn about emerging research, agency initiatives, developing technologies, incident management, knowledge gaps, work priorities, and policy development.

Oil Surrogates Workgroup

- Staff participated in the Prince William Sound sponsored Oil Surrogates Workgroup. Prince William Sound RCAC formed the workgroup to establish consensus among the local response community, regulators, and resource trustees to:
 - Identify surrogate materials that are appropriate for release in Prince William Sound waters, for the purpose of improving on-water training and exercises.
 - Develop parameters for Surrogate release (material, volume, location, other conditions). Three materials had been identified for possible use; wood chips, peat moss, and dog food.
- While the Alaska Regional Response Team had provided favorable feedback indicating that they would support the planned exercise as long as dog food was not released, the exercise had been cancelled. Concerns over indemnification from third party complaints prevented PWSRCAC and Chadux from successfully negotiating a contract for the responder to run the deployment.

Protocol Committee Activities

Committee:

- Chair- Robert Peterkin
- Vice-Chair-Bob Flint

Directors:

- Derric Marcorelle
- Rob Lindsey
- Paul Shadura
- Carla Stanley (Alternate)

Over the 2016 calendar year the Protocol Committee reviewed and approved comments regarding the following Oil Discharge Prevention and Contingency Plans (ODPCP) and proposed rulemaking:

Comments regarding regulation development:

- Pipeline and Hazardous Materials Safety Administration (PHMSA) for Safety of Hazardous Liquid Pipelines, Notice of Proposed Rulemaking
 - Our comments generally supported the proposed changes and advocated for stronger changes in two areas
 - PHMSA should expand the pipeline safety regulations in 49 CFR 195 to include onshore gathering and flow lines that are currently exempt
 - PHMSA should expand the Integrity Management (IM) program requirements to apply to all pipeline segments and should move away from a focus on certain pipeline segments based on High Consequence Area designations.
- Alaska Department of Environmental Conservation's Proposal for Response Exercise Program Improvements
- **Unified Plan, Annex B, Process for Community Outreach**
- Cook Inlet Subarea Contingency Plan update
- Notice of Proposed Regulation Revisions to 18 AAC Chapter 75 – Oil and Other Hazardous Substances Pollution Control and 18 AAC Chapter 78- Underground Storage Tanks
- Notice of Public Scoping for Possible Updates to State of Alaska Regional Master Prevention and Contingency Plan Boundary Regulations

Comments regarding Oil Discharge Prevention and Contingency Plans:

- Furie Operating Alaska LLC, Oil Discharge Prevention and Contingency Plan, Cook Inlet Exploration
 - Furie's plan was revised to cover more than one jack-up rig. The plan has been revised to include general information in the body of the plan, with rig-specific

information in an appendix. Our comments sought to ensure all references within the plan were accurate in regards to each specific rig and accuracy of content, context, grammar, and spelling.

- Hilcorp Operations Alaska, LLC (HAK), Cook Inlet Exploration Program; Revision 5 Amendment
 - The amendment HAK proposed addressed the addition of an exploration site, the Greystone Pad, located inland on the Kenai Peninsula. The amendment included summer and winter blowout scenarios at the Greystone Pad. We identified some areas related to the underlying assumptions which we believe should be clarified or reconsidered. (1) the description of the resources that may be impacted by an oil spill from operations at that location, (2) the logistical considerations specific to that location, and (3) response scenarios that indicate effective deployment of resources to meet the response planning standard.
- Hilcorp Operations Alaska, LLC (HAK), Oil Discharge Prevention and Contingency Plan for Cook Inlet Production, Minor Amendment, Revision 3
 - We cited two areas that we felt should be revised:
 - The leak detection accounting method and frequency should be described in more detail, and the thresholds that will trip the low pressure alarm when the Swanson River Oil Pipeline is inactive should be defined.
 - Inclusion of comprehensive facility descriptions that meet the regulatory intent of 18 AAC 75.425(e) should be included in the C-plan
- Hilcorp Operations Alaska, LLC (HAK), Oil Discharge Prevention and Contingency Plan for Cook Inlet Production, Major Amendment, Revision 13
 - HAK proposed to reduce staffing at the Beaver Creek facility, located in the Kenai National Wildlife Refuge. Under the proposed changes, there would be times when personnel were only present 12 hours/day. The proposed amendment raised concerns related to site security and the prompt detection of, and response to, spills at the site; both of which are potentially compromised by leaving the site unattended. We cited additional measures to mitigate potential problems, and to clarify HAK's intentions regarding staffing at the site.
- Cook Inlet Energy, Oil Discharge Prevention and Contingency Plan, Sabre Exploration Well Amendment
 - This plan was amended to incorporate *exploration* operations at the Sabre site using the Spartan 151 jack-up drilling rig. Our comments primarily focused on ensuring the seamless incorporation of the Sabre operations. More significantly though, we suggested that the plan provide a firm end date (or conditions) for drilling operations with the jack-up rig; in line with previously established end dates (31 October) for jack-up rig operations. Additionally, we requested that the response scenario for this site to be resubmitted in full since the current scenario relied extensively on information based on a blowout at the Osprey Platform.

**2017 Administration Report
Cook Inlet RCAC Board of Directors Meeting – December 2, 2016**

Below you will find a brief update on key administrative tasks performed or assistance provided during 2016.

- **Board of Directors Seats** – CIRCAC completed the election/appointment process for those seats expiring in 2016 (State Chamber of Commerce, Recreation, the Municipality of Anchorage and the City of Seldovia), and as of this writing is initiating the process for 2017-eligible seats (Environmental, Alaska Native, Kodiak Island Borough and Kenai Peninsula Borough).

Triggered by the resignation of Scott Smiley, representing the Kodiak Island Borough, we initiated the process for notifying the Mayor and seeking appointment of an interim replacement (note: the Borough had not previously appointed an Alternate Director for Scott).

- **Public Member Seats** – Both PROPS and EMC have seats the terms of which are expiring in 2017. The process for recruiting candidates will be initiated in January. In 2016, PROPS received a new public member, Capt. Bob Pawlowski, and EMC seated two new public members – Maria Offer and Rick Frederic.
- **Recertification** – CIRCAC received its recertification through August 2017. For the 25th straight year, there were no exceptions noted by the Coast Guard. Next year's application represents a full public comment process for our recertification. Staff has reached out to Coast Guard personnel who will be reviewing the application, and a meeting has been scheduled for early next year.
- **Corporate Funding** – All payments for 2016 have been received. Invoices to fill the gap in funding triggered by the Buccaneer bankruptcy have gone out and payments are beginning to arrive. Funding invoicing for 2017 will begin in early December.
- **Financial Audit** – Lambe, Tuter, Wagner completed its annual audit and issued a letter detailing no findings or concerns.
- **Tax Return** – Return has been prepared, signed and delivered.
- **Grants** – Agreements were reached with the National Park Service (subtidal and intertidal monitoring) and the National Fish & Wildlife Foundation (RRT). Administrative staff holds key position within these agreements.
- **Scholarship Offering** – Kayla Haeg (Soldotna High School/UAF) and Hunter Tillion (Homer High School/California Maritime Academy) were selected as recipients in 2016. The applications have been modified and are being made interactive for on-line completion. CIRCAC staff attended a scholarship fair in Kodiak, and our 2017 application was inserted in the packets of the Alaska Process Industry Careers Consortium's Annual Meeting. Outreach directly to schools will begin in mid-January.
- **By-Laws and Policies Review** – Staff has completed a review of CIRCAC's Articles of Incorporation, By-Laws, Council Policies and Personnel Policies for areas which may require revision or updating. Proposed amendments to select provisions have been reviewed by legal

counsel and CIRCAC's Audit, Credentials and Executive Committees for consideration by the Board of Directors.

- **Harbor Safety Conference** – Jerry Rombach was selected to attend the National Harbor Safety Committee Conference in Portland, OR in September. A report on the conference was delivered to the Cook Inlet Harbor Safety Committee at its meeting October 28, and to the Council's PROPS Committee on November 4. Copies of the written report are available upon request.
- **Corporate Renewals** –CIRCAC has renewed its Alaska Corporate Business License through 2017. In addition, we submitted our State of Alaska Biennial Report. Finally, our registration for the Department of Law's Charitable Organizations was submitted.
- **State Audits** – CIRCAC was randomly selected for audits by the State of Alaska's Division of Workers Compensation and the Division of Wage and Hours. Minor recommendations raised by these audits have been addressed.
- **Coast Guard Basic Ordering Agreement** – We have renewed our Agreement with the Coast Guard.
- **Insurance Renewals** – CIRCAC has renewed its Directors and Officers Liability, Corporate Practices, Blanket Accident, and General Liability coverages.
- **Ex Officio Directors** – Alaska DEC Ex Officio Director Steve Russell has retired; we are awaiting a new appointment. Staff continues to work with the U.S. Forestry Service to secure an appointment to fill that vacancy on our Board of Directors.
- **Office Space** – The lease for the Kenai World Headquarters space was renewed for 3 years, with a slight rent increase (the first in 6 years). With Sue's relocation to Homer, the agreements for office space and storage space there have not been renewed.
- **Special Thanks** – To Administrative staff Vaito'a Heaven and Maritta Eledge for assisting in the closing and relocation of Sue's Anchorage office and storage unit.

December 2016

December 2016

January 2017

Su	Mo	Tu	We	Th	Fr	Sa
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Nov 27	28	29	30	Dec 1	2	3
					Board of Directors - Anchorage	
4	5	6	7	8	9	10
					Deadline for Election F 8:00am 8:30am Payday	
11	12	13	14	15	16	17
18	19	20	21	22	23	24
					Office Closed - Holiday 8:00am 8:30am Payday	Christmas Eve
25	26	27	28	29	30	31
Christmas	Holiday - Office Closed				Office Closed - Holiday	New Years Eve

Nov 27 - Dec 3

Dec 4 - 10

Dec 11 - 17

Dec 18 - 24

Dec 25 - 31

January 2017

January 2017							February 2017						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7	5	6	7	8	9	10	11
8	9	10	11	12	13	14	12	13	14	15	16	17	18
15	16	17	18	19	20	21	19	20	21	22	23	24	25
22	23	24	25	26	27	28	26	27	28				
29	30	31											

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Jan 1, 17 New Years	2 Holiday - Office Closed	3	4	5	6 8:00am 8:30am Payday	7
8	9	10	11	12	13	14
15	16 Holiday - Dr. MLK	17	18	19	20 8:00am 8:30am Payday	21
22	23	24	25	26	27	28
AMSS						
29	30	31	Feb 1	2	3	4

February 2017

February 2017

March 2017

Su	Mo	Tu	We	Th	Fr	Sa
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19	20	21	22	23	24	25
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Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Jan 29	30	31	Feb 1	2	3	4
					8:00am 8:30am Payday	
5	6	7	8	9	10	11
	USCG Recert Mtg - Jul		Alaska Forum on the Environment - Anchorage			The Alaska Marine Gal
12	13	14	15	16	17	18
					8:00am 8:30am Payday	
19	20	21	22	23	24	25
	Holiday - Presidents D					
26	27	28	Mar 1	2	3	4

Jan 29 - Feb 4

Feb 5 - 11

Feb 12 - 18

Feb 19 - 25

Feb 26 - Mar 4

March 2017

March 2017

April 2017

Su	Mo	Tu	We	Th	Fr	Sa
5	6	7	1	2	3	4
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			29	30	31	

Su	Mo	Tu	We	Th	Fr	Sa
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16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Feb 26	27	28	Mar 1	2	3	4
					8:00am 8:30am Payday	
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					8:00am 8:30am Payday	
19	20	21	22	23	24	25
26	27	28	29	30	31	Apr 1
					8:00am 8:30am Payday	

Feb 26 - Mar 4

Mar 5 - 11

Mar 12 - 18

Mar 19 - 25

Mar 26 - Apr 1