



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 and  
Council Annual Meeting*

*April 6, 2018 - 9:00 a.m.*

*Cook Inlet Aquaculture Association Building - Kenai, Alaska*



COOK INLET REGIONAL CITIZENS  
ADVISORY COUNCIL

**BOARD of DIRECTORS MEETING**

**\*\*AGENDA\*\***

**Cook Inlet Aquaculture Association Building  
40610 Kalifornsky Beach Road, Kenai, Alaska**

**Friday, April 6, 2018**

**8:30 am**

**Continental Breakfast**

**9:00 am**

**Cook Inlet RCAC Board Meeting**

**Call to Order/Roll Call**

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

**Approval of Minutes** *(Action Item)*

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- November 30 and December 1, 2017

**Welcome & Introductions**

**Ex Officio Director Appointments** *(Information Item)*

- Ms. Shannon Miller, Manager Interagency Coordination - Alaska Dept. of Environmental Conservation
- Mr. David Fitz-Enz, Forestry Planner - U.S. Forest Service

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**Welcoming Remarks**

- Charlie Pierce, Mayor – Kenai Peninsula Borough

## **Ex Officio Directors Remarks**

**Public Comment** *(3 minute limit per speaker)*

## **Presentation – 2017 Captain Glen Glenzer Volunteer of the Year Award**

### **Presentation - Volunteer Service Awards**

- 5 Years – Robert Reges, PROPS
- 20 Years – Grace Merkes, Board (Kenai Peninsula Borough)

**9:40 am**

### **Staff Reports - Status of Programs & Projects** *(Information Items)*

- Administration **12**
- EMC **14**
- PROPS **19**
- Protocol Control **22**
- Public Outreach **24**

**10:00 am**

### **Presentations on Related Activities**

- Capt. Sean Mackenzie, Commander Sector Anchorage and Captain of the Port of Anchorage – U.S. Coast Guard: Shuyuk Strait, Kodiak Incident
- Graham Wood, Manager, Prevention, Preparedness and Response Program – Alaska Dept. of Environmental Conservation: Shuyuk Strait, Kodiak Incident
- Tim Robertson, Principal – Nuka Research: Cook Inlet Pipeline Risk Assessment

**11:40 am**

### **Executive Committee Report** *(Information Items)*

**12:00 noon**

**Lunch** *(Lunch will be provided)*

**12:45 pm**      **Executive Director's Report** *(Information Items)*

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**1:15 pm**      **Calendars & Miscellaneous** *(Information Item)*

**Closing Comments**

**1:30 pm**      **Adjourn**

*The 2018 Annual Meeting will be called to order after  
a short break.*

**Administration Report**  
**Cook Inlet RCAC Board of Directors Meeting – April 6, 2018**

Below you will find a brief update on the primary administrative tasks performed – or assistance provided – by your Administrative staff since the December 2017 Board of Directors meeting:

**Board Elections/Appointments** – The election and appointment process for the five Interest Group seats expiring in 2018 was initiated just after the December board meeting. Those seats and the incumbents are: Commercial Fishing (Paul Shadura), Aquaculture Associations (Gary Fandrei), and the Cities of Homer (Carla Stanley), Kodiak (Rob Lindsey) and Kenai (John Williams). The Council’s Credentials Committee met on March 13 and certified that the process was carried out according to Policy, and that the results are valid. All five incumbents will be presented to the Council at the Annual Meeting to be re-seated.

In February, outreach for Public Member seats set to expire was also initiated; all of the incumbents sought reappointment, and paid ads yielded two interested parties. Both committees met recently – the EMC selected Eric Klein, Dr. Richard Prentki, and Ginny Litchfield to serve 3 year terms, and Bruce Magyar to serve the remaining year of a vacated seat. The PROPS committee elected to return incumbents Jan Hansen, Capt. Bob Pawlowski and Steve Lufkin. Both committees have a full complement of 8 public members. The Anchorage Convention and Visitors Bureau submitted an application for membership in the Tourism Group and the application is pending; 2 additional applications are expected in April.

**Ex Officio Directors** – An appointment was received from the U.S. Forest Service (David Fitz-Enz). A new appointment is being sought from the State of Alaska Department of Military Affairs - Division of Homeland Security and Emergency Preparedness, a replacement for Colin Blair. Mr. Blair accepted a position with the U.S. Department of Homeland Security.

**Recertification** – Our current certification extends through August 2018. The 2018/19 Recertification Application has been completed, approved and submitted to the US Coast Guard for review and action. Our current certification extends to August 31, 2018. This year is an expedited review process; a full public comment period is not required. The application covers Council activities which have occurred since the last submittal in March 2017, and also actions planned or projected to occur during the current certification period.

**Corporate Funding** – All corporate funding is current for the year-to-date.

**Annual Financial Audit** – The field audit is scheduled for May 2018. In late summer 2018, a Request for Proposals and Qualifications will be published for audit and tax services for fiscal years 2018 through 2020, as per Council Policy.

**By-Laws and Policies** – Staff is completing a Purchasing and Contracting Manual to be utilized in concert with revised Council Policy 9 and Personnel Policy 22, regarding same subject.

**Scholarships** – Although previewed in late 2017, the Council’s scholarship program for 2018 was fully launched in mid-January with guidelines and applications sent to counselors, teachers, principals, and financial aid offices of colleges and vocational schools. We promoted the offerings at the Kenai Peninsula Jobs Fair in mid-March. Applications continue to be received; the Scholarship Committee is scheduled to meet on April 10.

**Technology** – Our IT vendor replaced and upgraded our server in mid-March. Minimal disruption of service was experienced. We continue to upgrade staff computers.

**Training** – Staff attended a seminar on non-profit corporation succession planning provided by The Foraker Group in Anchorage. Details reported to the Executive Director.

**Volunteers Appreciation** – As a warm “thank you” (and as good branding) winter coats were presented to Council volunteers and staff in December. The Captain Glen Glenzer Volunteer of the Year balloting was implemented in early March; the recipient will be announced at the board meeting today. Certificates recognizing milestones in service to CIRCAC have been prepared for presentation at the board meeting today.

**Support** – Staff continues to support directors, public members and staff in logistics for meetings and travel.

## Activities since December 2017 Board Meeting

### *Staff Report: Susan Saupe*

### Chemical and Biological Monitoring Program

#### *Kamishak Bay/Lower Cook Inlet Intertidal Habitats – Field Planning*

1. We are continuing with our third year of the project *Evaluation of Nearshore Communities and Habitats: Ecological Processes in Lower Cook Inlet*. This is a partnership project with the National Park Service (NPS), the University of Alaska Fairbanks, and NOAA (and funded by the Bureau of Ocean Energy Management, BOEM).
2. In January, we submitted an amendment for our Agreement with NPS to include budget for CIRCAC to conduct all logistics and be Chief Scientist onboard the vessel. I will negotiate vessel and helicopter schedules and contracts and develop the write a field plan. The NPS will continue to lead the overall project through their government-to-government contract with BOEM. Through my salary and EMC workplan, CIRCAC is providing match towards the project that includes some of the field logistical costs, data analyses, reporting, etc...
3. I am in the process of negotiating a vessel contract for both the subtidal survey and a separate intertidal survey. We will be in the field conducting intertidal surveys from 12-20 May and for the subtidal component from 21-26 May.
4. A separate helicopter survey with a smaller team will take place from 13-17 June. I am working to schedule the flights and pre-stage fuel to augment the drums of fuel that we stored at the Alaska Volcano Observatory facility on Augustine from last year's survey.
5. The NPS is funding additional aerial surveys to collect Structure-from-Motion (SfM) data for the entire coast between Tuxedni Bay and the Kamishak Bay reefs. This data will provide us with a digital elevation model at roughly 10 -20 cm precision that will help us develop a habitat model for the entire study area based on data we've collected from specific sites. In addition, they will provide an Unmanned Aircraft System (UAS) to collect even higher resolution data for our specific sites. When combined with the Real-time Kinematic (RTK) data we've collected with our quadrat sampling, we will have digital elevational data at multiple scales that covers the entire lower Cook Inlet/Kamishak Bay coast.

#### *Kamishak Bay/Lower Cook Inlet Intertidal Habitats – Recent Presentations*

1. *Mixed Perspectives: Nearshore Assessments of Lower Cook Inlet Rocky Reefs and Platforms*. Presentation by S. Saupe at Kachemak Bay Science Conference, March 2018, Homer, AK.
2. *Nearshore food web structure in two contrasting regions of Cook Inlet*. Poster presentation by Danielle Siegert, Katrin Iken, Brenda Konar, Susan Saupe, and Mandy Lindeberg at Alaska Marine Science Symposium, January 2018, Anchorage, AK.

3. *Applied use of Structure from Motion and RTK technology to develop high resolution elevation information of intertidal biological communities.* Poster presentation by T. Jones, S. Venator, S.M. Saupe, and M. Lindeberg at Ocean Sciences, February 2018, Portland, OR.

### ***Kamishak Bay/Lower Cook Inlet Intertidal Habitats – Ongoing and Upcoming Activities***

1. We've provided a Project Authorizations to our contractor with Archipelago Marine Research, Ltd. to analyze the nearly 1500 photo quadrats from this project. These data augment the more detailed point-count quadrat data. By combining the two quadrat sampling methods, we combine detailed data collected in the field (but time-consuming on-site) with lower resolution data interpreted from photographs collected in the field (little time on-site but greater effort after).
2. As a component of the new four-year agreement with NPS (with BOEM funding), we received 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 continue to work with our contractors to assemble data from our various historical projects and develop visualizations for serving the data on-line.
3. We'll be working with AOOS database developers to create a "Workspace" for shared data analyses of our four years of data after our 2018 field sampling (first year pilot project and three years under current BOEM funding). This will also allow us to assess our data in the context of larger regional studies (e.g. Gulf Watch Alaska) and conduct multi-variate analyses with regional oceanographic and climatological data.

## **Coastal Habitat Mapping Program**

### ***ShoreZone***

1. I'm working with our partners at Coastal and Ocean Resources, Inc. (CORI) and contractors at Archipelago Marine Research Inc. (ARCHI) to complete the final data report for our May 2016 ShoreZone surveys along the Alaska Peninsula. CORI is completing the habitat mapping from the aerial imagery and I'm working with ARCHI to compile summaries for each our shore stations, compile species lists for each site with relative abundance data, and select representative site and species photographs.
2. Our contractors at ARCHI are also working with me and NOAA personnel to compile the Alaska Peninsula Shore Station data into a new database format for a revamped Shore Station Database and Visualization Tool on the NOAA ShoreZone website and AOOS data portals. We are seeking additional partners to expand the effort to include all shore stations from Alaska.
3. All of our pressed algal specimens have been scanned by Mandy Lindeberg of NOAA using the high resolution large-bed digital scanner CIRCAC purchased. Using all of the specimens we pressed in the field, Ms. Lindeberg and our taxonomist Sandra Lindstrom have compiled a



collection catalog, a taxonomic tree for the collected seaweeds, and a complete species list from the entire study area. This will be included as a separate volume to our final report to BOEM for the 2016 Alaska Peninsula ShoreZone project.

4. Four of us from the Alaska ShoreZone Steering Committee are working to develop several example pages for a “Human Impressions” booklet and exhibit. We’re using the design that we developed for the first Impressions booklet sponsored by CIRCAC (*Coastal Impressions: A Photographic Journey Along Alaska’s Gulf Coast*) but will focus on human uses of the coast as shown through ShoreZone imagery. We’ve developed a list of categories that include ancient uses of the coast (intertidal fish traps, clam gardens, middens, etc...) up through more current uses that include subsistence, aquaculture, canneries, oil infrastructure, pipelines, shipping, coastal communities, mining, etc... We’ll also include coastal hazards and threats. Seed funding was provided by NOAA and we will use our examples to then solicit additional partners. We presented our initial examples to the funder at NOAA and are continuing to expand the draft pages.

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

1. AOOS (via their database developers at AXIOM Data Science) and CIRCAC co-sponsored and taught a half-day workshop at the Kachemak Bay Science Conference titled *Data Access for Coasts and Oceans: Public Portals, Analysis*. Our description for the workshop:

*This free workshop will present on how to use the Alaska Ocean Observing System (AOOS)’s open data portals and their new analytical capabilities. Participants will walk through specific use cases in the Cook Inlet Response Tool and other regional portals to search, download, and access different types of data from many sources, including real-time conditions, coastal imagery, operational and research forecasts, satellite observations, and other biological, chemical and physical data. Participants will also learn to visualize and integrate data to create custom, shareable dashboards to spotlight environmental events or geographic locations. Participants will explore sophisticated charting abilities, including data comparisons, time binning, and climatology and anomaly charting, and then dig deeper into data analytics by learning about collaborative analyses using reproducible workflows in Jupyter notebooks enabled for AOOS datasets. This workshop is suitable for researchers, educators, decision-makers, and other users of all skill abilities. Participants are encouraged to bring a laptop to the workshop.*

### **Physical Oceanography and Oil Fate and Effects Programs**

1. I attended the Gulf of Mexico Research Initiative (GOMRI) Oil Spill and Ecosystem Conference from 5-9 February 2018. This meeting provides an opportunity to see the most recent research results related to oil fate and effects. Though much of the research is related to the Gulf of Mexico, and specifically the Deep Water Horizon oil spill, many of the studies also include test conditions or information that applies to Arctic and sub-Arctic conditions. It’s also an opportunity to have meetings related to our National Dispersants Workgroup and for me to meet with some of our contractors and partners on other projects.

2. At the Gulf of Mexico Oil Spill Ecosystem Conference (GoMOSES - I know, these acronyms get a little ridiculous), I attended a workshop on the Oil Pollution Act of 1990 in regards to the Deepwater Horizon spill. I also met with Dr. Kinner from the Coastal Response Research Center (CRRC) to begin planning a study to be conducted by her graduate student this summer in Kachemak Bay. We will be helping with his research project *The Potential Role of Marine Oil Snow Formation and Oil-Suspended Mineral Particle Aggregation in the Fate of Spilled Oil in Cook Inlet*. He'll be based out of Kasitsna Bay Laboratory in June and early July. Vinnie and I are hoping to host a joint PROPS/EMC meeting there to overlap with his field work so that the committee members can hear about this interesting research.

### **Technical Review Program**

1. I provided comments towards CIRCAC's submission for the Protocol Committee to review regarding BOEM's 2019-2024 Draft Proposed National Oil and Gas Leasing Program. Our comments were approved and sent to BOEM. They focused on our concerns with the greatly expanded areas included in their five-year plan, given the too-tight timeline and lack of ecosystem data to conduct effective environmental reviews and oil spill risk analyses.
2. An RCAC seat is provided on the Alaska Regional Response Team (RRT) Wildlife Protection Committee which is fulfilling requirements in Section 300.210(c)(4)(i) of the National Contingency Plan (NCP) – to ensure that the ARRT's Area Contingency Plan includes "...coordinated, immediate and effective protection, rescue, and rehabilitation of, and minimization of risk of injury to...wildlife resources and habitat." As that representative, I attended two meetings (February and March) where we are reviewing and updating *Annex G: Wildlife Protection Guidelines for Alaska* of the Unified Plan, which serves as the Alaska RRT's Area Contingency Plan.
3. For the Port Williams, Shuyak Island fuel spill, I provided some summary data to a few resource agency personnel based on the habitat data we've collected in the area. I participated in several early resource agency teleconferences and receive some of the updates. We conducted both aerial and on-the-ground ShoreZone surveys throughout Kodiak and our *Macrocystis* kelp study sites are just around the corner from the spill location.
4. We're expecting the Alaska Pollutant Discharge Elimination System (APDES) Cook Inlet Oil & Gas Development & Production General Permit to come out for review in 2018. I'll be working with contractors to evaluate the permit, associated mixing zone application, and other documents since there is usually a limited time to conduct a thorough review.

### **Additional Activities**

1. Attended the Alaska Marine Science Symposium during the week of January 22-26, and had many side meetings with our various partners and contractors.
2. Attended Ocean Sciences Meeting during week of February 11-16 in Portland, OR. On the 11<sup>th</sup>, there was a full-day invitation "Current and future marine research in the Gulf of

Alaska” workshop to identify priorities and gaps. We heard summaries of several larger research initiatives. The main concern I raised is that there is a general lack of data on benthic infauna and their dynamics and we need to better understand export flux, pelagic-benthic connections, and the fate of primary production.

3. I was on the Steering Committee for the Kachemak Bay Science Conferences and, as mentioned above, co-taught a workshop on the AOOS data portals and presented data from our lower Cook Inlet study. I also participated on the KBBI Coffee Table radio show prior to the conference.
4. The Oil Spill Recovery Institute (OSRI) had a meeting of its full board in February. At that meeting, I was re-appointed for two-more years as a Board member representing coastal communities. I was also re-elected to the Executive Committee and will participate on the Workplan Committee. We approved a new funding partnership for oil-spill related research with the North Pacific Research Board.
5. On April 4<sup>th</sup>, I’ll be attending a full-day meeting on Cook Inlet Beluga Whale Management, Research, and Partnership Opportunities in Anchorage.
6. I’ll meet with NPS in April to conduct data analysis prior to our May field season. We’ll be merging our species-level data with the RTK tidal height data.

**BlueCrest Drill**

Staff participated in the planning process for the BlueCrest Energy Drill scheduled for March 21<sup>st</sup>. Staff provided BlueCrest drill planners with “Truth” injects to be used to guide the Operations and Joint Information Center (JIC)/Public Information Officer (PIO) sections during the drill.

Staff participated at the drill exercise hosted in the BlueCrest offices in Anchorage. The drill exercise focused on day-one of an uncontrolled release (blowout) of a well during drilling operations at the Cosmopolitan facility located near Anchor Point. The scenario started at 2 am and followed what would be the process and procedures to initiate a command post at the BlueCrest offices in Anchorage. Initially BlueCrest personnel in Anchorage would assume command and control from the on-scene personnel at the Cosmopolitan Site; supporting response activities to secure the scene to ensure personnel and public safety, initiate well control efforts, protect the environment from further impact, and begin oil recovery operations. The scenario included a simulated plan to move the command center from the BlueCrest Offices to the CISPRI command center located in Nikiski.

Drill exercise activities progressed well with good communications between Incident Command System (ICS) sections. Staff participated with the PIO/JIC by providing advice and recommendations regarding issues of public safety, monitoring social media, Unmanned Aerial Vehicles (drones), and various points of contact. Staff provided recommendations to the Logistics section regarding transportation options available in the Kenai area. The exercise closed out by meeting all of the objectives identified at the beginning of the drill followed by a “Hot Wash” or critique of the drill exercise activities.

**Ice Forecasting Network**

Staff has been working with area facility operators to identify areas that a new camera may be installed. Hilcorp has provided a point of contact for staff to work with in order to determine if camera installation on the Tyonek platform is feasible. Additionally, Staff has been working to identify a new location for the camera located at the ASRC facility. That facility is no longer staffed; making access to the facility difficult at best, whenever camera maintenance is required. Establishing a new location where access is readily available is important to maintain camera operation and function. Staff has identified two locations that will accommodate the relocation of the ASRC camera and possibly a second camera that will increase the overall field of view for the Ice Forecaster. At the last winter ice meeting held by industry in December the South West Alaska Pilots Association (SWAPA) requested that staff follow up on the possibility of providing access to the cameras by the pilots as they transit Cook Inlet. Staff has confirmed that it will be possible to do so. Staff is working to set a meeting with SWAPA and the camera hosts to work out details of use and access in a Memorandum Of Understanding (MOU) to insure the original agreements made with host facilities remains intact.

At the March 9<sup>th</sup> PROPS meeting the committee discussed changing the name of this project to more closely reflect what the project does. The committee agreed to change the name from the Ice Forecasting network to the Ice Monitoring Network.

**Alaska Regional Response Team Meeting (ARRT)**

Staff attended the most recent ARRT meeting hosted in Anchorage. Along with the routine agency updates two topics of interest were notable. The first topic of interest was that the Dispersant Use Policy is in full effect with the completion of the pre-authorization avoidance areas. CIRCAC provided comments identifying areas to be avoided within our area of

responsibility. The second topic was Area Contingency Planning. The reorganization of the current Unified Plan and Sub-area Plans will require a transition to a Regional Plan to replace the Unified Plan and the establishment of four Area Plans to replace the existing 10 Sub-area Plans. The newly established Area Plans will consist of four Area Plans loosely based on Captain Of The Port (COTP) Zone boundaries; Cook Inlet and Kodiak will be part of the Western Alaska Area Plan. 20

The Area Committee will be headed up by the Coast Guard; staff has confirmed our participation on the Committee. We will do so to ensure CIRCAC's roles and responsibilities are not diminished regarding prevention and response activities covered by the plan and to make CIRCAC resources available to aid the committee during the development of the new Area Plan.

### **Coastal Mapping Summit**

Staff attended the 2nd Alaska Coastal Mapping Summit on February 9, in Anchorage was hosted by the Interagency Working Group on Ocean and Coastal Mapping (WG-OCM) with a portion sponsored by the Alaska Ocean Observing System (AOOS). The overarching goal of the meeting was to increase opportunities for collaboration on ocean and coastal mapping so that partners could more effectively leverage existing, limited mapping resources for the widest possible use. They were seeking broad participation from federal and state partners, regional/local authorities, academia, the private sector, non-governmental groups, and anyone interested in sharing data needs and partnering on coastal mapping data acquisitions. The types of data presented and discussed included coastal elevation, bathymetry, and imagery, bringing in topics of improving tidal elevation measurements, habitat mapping, and aerial survey methods using satellites, aircraft, and drones. Some of the work CIRCAC has been involved with was presented, including the Alaska ShoreZone Program coastal habitat mapping efforts and Real-time Kinematic measurements in the intertidal zone to create Structure from Motion (SfM) for high-resolution digital elevation maps. Staff participated in breakout workgroup sessions that sought to determine how and if different coastal mapping projects benefited participant's areas, and what projects would benefit various areas.

### **Geospatial Resource Inventory Database (GRID)**

The GRID project is moving forward nicely. We are coming to the end of Phase One of the project. In this phase the data was collected for several Cook Inlet Communities. The data consists of information like Doctors and Hospitals, Law Enforcement, Service Industries, Media Outlets, Boat Launches, Airports, Landing Strips, etc. Everything needed during an emergency like an oil spill. This data was validated and entered into a Geographic Information System (GIS) database that is currently being imported into a format that can be incorporated into the Cook Inlet Response Tool (CIRT) on-line data portal and visualization tool. That will allow the data to be viewed in a way that associates it with a point (or place) on a map or chart; in this case the Cook Inlet area. In Phase Two, additional community data will be collected while Phase One data is being worked on by our CIRT contractors. Once the pilot visualization tool is available, the database and visualized data will be introduced to a group that represents potential future users at a one day workshop. The purpose of the workshop will be to get experience in training a group to use GRID, allow them to exercise the software, and then have them participate in a debrief. Invited workshop attendees will include Industry (including oil spill responders at CISPRI), State and Federal agencies, and Kenai Peninsula Borough personnel who are members of incident management teams. We will focus on personnel whose duties include logistics, resources, and liaison duties. The workshop will go through an introduction to GRID and its function and purpose, followed by some hands-on training; an exercise using GRID to solve logistics and liaison problems; and ending with a workshop debrief to capture input to further refine the GRID before use in an actual response environment. Once these tests and refinements have been accomplished we will seek to test the GRID in an actual Industry sponsored Spill Exercise. The final portion of Phase two will be to present the project results to the PROPS

Committee and the Council. Upon acceptance by the Council, staff will move to include the GRID into the Cook Inlet Response Tool on-line. 21

### **PROPS Committee Tours the Andeavor Refinery**

Following the March 9<sup>th</sup> PROPS committee meeting staff and the Committee members toured the Andeavor Refinery in Nikiski. Led by Mr. Jim Grossl the committee was treated to a discussion of the Refinery's history and background. Refinery staff answered questions about the refinery and its capacity to refine crude oil. The committee learned about the refinery's development and progress to refine Cook Inlet Crude (CIC) and Alaska North Slope (ANS) crude oil and some of the other crude oils the refinery is able to process. They saw samples of the various Alaska crude oils and other crude oils that have been delivered to the refinery for processing. This refinery was built in 1969, specifically to process Cook Inlet Crude but is also capable of refining other crude oils in the same approximate American Petroleum Institute (API) gravity range as CIC or ANS. The refinery was designed to refine 72,000 barrels of CIC oil per day, although refining quantities have decreased over the years due to reduced crude oil production by Cook Inlet producers. To supplement refining stocks, ANS is transported by tanker from Valdez.

Some of the products resulting from the refining process are Unleaded Gasoline, Jet Fuel A, Jet Fuel B, and Ultra Low Sulfur Diesel (ULSD). Some of the byproducts of the refining process are Vacuum Tower Bottoms (VTB), and High Vacuum Gas Oil (HVGO). These byproducts are the heavier portions left over from the refining process; they are shipped out to be processed at other refineries that are capable of refining these heavier oils. One other byproduct of the refining process is Sulfur; removed from fuels to meet the national ULSD requirements. Following the presentation and discussion portion, the tour ended with the committee driven around the refinery to see the various pieces of equipment, pressure vessels, towers, storage and process tanks used in every stage of refining for each product the refinery produces.

## Protocol Control Committee

Since the last Council Meeting the Protocol Control Committee reviewed and submitted comments on the following:

### Proposed Regulation/ Legislation:

- Proposed Changes to Title 18 Chapter 75 of the Alaska Administrative Code dealing with Oil and Other Hazardous Substances' Pollution Control
  - Overall the proposed changes dealt with housekeeping issues to clarify and correct various portions of the regulations. One selected change regarding Contingency Plans and Response Planning Standards sought to replace the word "Capacity" with "Volume". By replacing Capacity with Volume the entire section would be based on the same measurement identification, i.e. Volume. Our comments sought to confirm that by making the word change, Response Planning Standards for Cook Inlet Contingency plans would not be affected. Additionally, we recommend the definitions contained in 18 AAC 75.900 be changed to more closely reflect the conventionally accepted understanding of the words "Volume" and "Capacity" when used in the terms "Cargo Volume" and "Total Cargo Capacity", i.e. "Capacity" means the maximum amount or number that can be contained or accommodated and "Volume" means the amount of space occupied by a three dimensional object. To further clarify this rationale; "Capacity" would refer to the maximum amount a tank vessel could carry and "Volume" would refer to the amount of cargo actually carried.
  
- Bureau of Ocean Energy Management (BOEM) Outer Continental Shelf Oil and Gas Leasing Program, Draft Proposed Program (DPP) for 2019-2024
  - Our comments point out that as part of the last outer continental shelf lease sale that included the Gulf of Alaska (including the Kodiak Planning Area) the President's Council on Environmental Quality found that "The Gulf of Alaska is more prone to frequent severe earthquakes, tsunamis, ice, and storms than in the Atlantic" adding that, "oil and gas development in these hostile conditions increases the risk of environmental damage." Concluding that "Of the areas studied, the Council concludes that because of its tremendous ecological value as a habitat for many rare, endangered, and important species, the longer physical residence time of oil, and its hostile environment, the Gulf of Alaska appears most vulnerable to major environmental damage from OCS oil and gas development." Based on the fact that no significant change in the potential hazards, environmental conditions, or resource and habitat sensitivities we called for the 2019-2024 five-year plan to exclude the Kodiak, Shumagin, and the Gulf of Alaska Planning Areas. Our comments go on to point out that the DPP does not allow enough time to conduct a comprehensive Environmental Impact Statement.
  
- Oil and Gas Production Safety Systems- Revisions 1014-AA37
  - Our comments generally supported the proposed changes; however there were some specific areas that we did not agree with the proposed changes or where we requested clarification.

- Areas we did not support the proposed rulemaking were:
  - Negligible cost savings as a justification for removal of third party certification requirements.
  - Incorporation of standards by reference; representing over 3800 pages of new or revised material requiring users and reviewers to purchase the standards in order to adequately assess the impacts of the proposed rulemaking.
- Areas we sought clarification:
  - Our comments suggested clarification to terms relating to earthquakes and ice events.

### **Contingency Plans:**

- Harvest Alaska, LLC; Cook Inlet Facilities Oil Discharge Prevention and Contingency Plan Revision 1, Cross-Inlet Pipeline; Major Amendment
  - Our comments:
    - Requested clarification for changes to terminology referring to contract vessels
    - Recommended a change to the scenario location and the inclusion of tidal currents to the spill trajectory model.
    - Requested clarification of increase in pipeline flow rate
    - Requested clarification of pipeline dimensions, repair clamp size and quantity, and a reduction in spill detection.
    - Suggested reconsideration of offshore spill location to a deep channel and strong current area
- Hilcorp Operations Alaska, LLC, Oil Discharge Prevention and Contingency Plan for Cook Inlet Exploration Program (Major Amendment)
  - Our review found this amendment in large part to be satisfactory with some exceptions. Those exceptions were:
    - Description of Blowout trajectory
    - Traffic control actions
    - Agency Notifications
    - Terminology and response equipment inventories
    - Clarification for lightering tactics
    - Inclusion of specific tactics for one scenario
    - Revision of Appendices



## Public Outreach Report to the Board – April 6, 2018

The Public Outreach Director has continued activities to solicit new memberships and promote CIRCAC through paid, earned and social media avenues.

### 2017 Annual Report



This year's report focuses on our activities surrounding the platform spills, pipeline infrastructure risk assessment, simulator training, fieldwork, and priorities going forward. (Special thanks to Sue Saupe for contributing so many spectacular photos.)

### Paid Media

**Radio:** We have created a new 60 sec. ad to complement our existing ads in rotation to run intermittently this summer.

**Print:** We have also placed paid ads in each visitors guide, including Kodiak, Kenai, Soldotna and Homer, as well as the Pilothouse Guide and one ad in Alaska Business Monthly's June edition which is focusing on oil spill prevention and response.

**Brand:** In addition, we have purchased promotional items to publicize our mission, logo, contact information, or special projects, including magnetic calendars, bookmarks, lip balm, pens, spices, pails and totes and have been distributing them at events, most recently AMSS and ComFish Alaska.

### 2017 Earned Media (which mentions CIRCAC) to date (since last board meeting are in bold):

- **10.18.17 – Cook Inlet oil spill response tool to integrate subsistence resources, KBBI**
- **09.17.17 – Applying for change, Petroleum News**
- **09.13.17 – Hilcorp advances plan for cross-inlet oil pipeline, Alaska Journal of Commerce**
- **08.30.17 – CIRCAC recertified for 27th consecutive year, KSRM Radio**
- 07.12.17 – Coast Guard seeks comments on CIRCAC certification, Kodiak Daily Mirror
- 05.18.17 – State says harsh conditions, not aging infrastructure, culprit in gas leak, Alaska Public Media
- 05.05.17 – Hilcorp plans \$75 million project to remove dangers from terminal located near volcano, Alaska Dispatch
- 04.19.17 – CIRCAC, state to assess pipelines in Cook Inlet, Peninsula Clarion
- 04.06.17- Incidents highlight spill response challenges in Cook Inlet, Alaska Journal of Commerce

- 04.06.17 – Cook Inlet leaks draw more scrutiny for Hilcorp and its aging infrastructure, APRN
- 03.25.2017 – Hilcorp to reduce gas flow to leaking gas line, Peninsula Clarion
- 02.16.2017 – Hilcorp gas pipeline leaking into Inlet, Peninsula Clarion
- 01.23.2017 – Citizen group hammers state for not responding to Cook Inlet oil leak, Alaska Dispatch News

#### News Releases to date:

- 08.19.17 CIRCAC recertified for 27<sup>th</sup> consecutive year
- 05.07.17 USCG accepting public comments on CIRCAC recertification
- 04.24.17 CIRCAC announces 2017 scholarship awards
- 02.20.17 Harbor Safety Committee filling stakeholder seats
- 02.08.17 Registration open for Marine Firefighting Symposium
- 01.09.17 CIRCAC accepting scholarship applications

**Social Media**—Facebook posts increase brand recognition and promote our activities, including Board Meetings, upcoming events, scholarships, Harbor Safety and other committee news, and our newsletter.

#### Trade shows and exhibits

CIRCAC exhibits at numerous public events to promote our program work, Scholarship offerings, and brand throughout the year. To date, we have exhibited at:

AMSS, Poster Sessions, Egan Center, Anchorage

ComFish Expo, Kodiak

#### Upcoming Exhibits include:

SalmonFest, Ninilchik Fair, Industry Appreciation Day

**Drills**—CIRCAC staff participated in the drill exercise design and development process and throughout the Incident Command System during the exercise; as an advisor to the Unified Command, within the Environmental Unit, in the Joint Information Center, as a member of the drill facilitation team as "Truth/Control" providing injects to the Operations Section.

**Stakeholder Recruitment**—Since our last meeting, we have successfully recruited the Kenai, Soldotna, and Homer Chambers of Commerce and Anchorage Convention & Visitors Bureau to the newly expanded Tourism Stakeholder Group. The Kodiak Island Convention and Visitors Bureau has also expressed an interest in joining.

#### Scholarship Program



LT. GOVERNOR BYRON MALLOTT WITH PUBLIC OUTREACH DIRECTOR L. GIGUERE AT COMFISH BOOTH IN KODIAK.

Now in its fourth year, the Scholarship Program has created enumerable opportunities to heighten public awareness of CIRCAC's Mission and program work. At ComFish 2017, many people were familiar with the program; two local students who are well-known in the community have received CIRCAC scholarships and are doing well. Annie Looman, our first recipient from Kodiak, will soon graduate from UAF with a degree in Natural Resources Management.

In addition to supporting the next generation of stewards, the program is generating good will and a positive attitude toward our work. Working with the Director of Administration, we utilize every opportunity to promote the scholarships such as at job fairs, in the newsletter, on the website, through social media, outreach to schools and libraries, and at our exhibits.

**Cook Inlet Navigator e-Newsletter**—among the most well-read articles, were those devoted to the Self-Arrest study and Andeavor training at AVTEC. With the final profile of our directors scheduled for an upcoming issue, we are now writing profiles of our volunteer committee members. Our e-newsletters are posted online at: <https://www.circac.org/outreach/cook-inlet-navigator-e-newsletter/>

**Directors Update**—Following each Board Meeting, we prepare a summary of the meeting proceedings. These are distributed to the Directors to share with their Stakeholder Groups and are routinely included in packets for Council and Assembly meetings.

**Website**—Recent updates include improvements made to the Newsletter web page. Other improvements are ongoing and the calendar and pages are up-to-date. Please notify the Public Outreach Director of any events that are not posted which should be. Social media tools are used to continually drive audiences to our web page for more in-depth information.



# COOK INLET REGIONAL CITIZENS ADVISORY COUNCIL

## ANNUAL MEETING

### \*\*AGENDA\*\*

Friday, April 6, 2018

Cook Inlet Aquaculture Association Building  
40610 Kalifornsky Beach Road, Kenai, AK

**1:45 pm (est.) Cook Inlet RCAC 2018 Annual Meeting**

**Call to Order**

**Roll Call**

### Seating of Members of the Board of Directors

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

- Re-election of Paul Shadura – Commercial Fishing Interest Group
- Re-election of Gary Fandrei – Aquaculture Associations Interest Group
- Re-appointment of Carla Stanley – City of Homer **1**
- Re-appointment of John Williams – City of Kenai **4**
- Re-appointment of Rob Lindsey – City of Kodiak **5**

#### **Election of Officers** *(Action Item)* **13**

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

(For information purposes, the 2017 Officers were:  
President – John Williams; Vice-President – Robert  
Peterkin, II; and Secretary/Treasurer – Gary Fandrei)

## **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 2017 Members were: John  
Williams, Robert Peterkin, Gary Fandrei, Deric Marcorelle  
and Bob Flint)

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

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

(For informational purposes, the 2017 Members were: Gary  
Fandrei, Molly McCammon, Grace Merkes and Robert  
Peterkin)

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

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

(For informational purposes, the 2017 Members were:  
Grace Merkes, Gary Fandrei, Michael Opheim and Robert  
Peterkin)

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

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

(Committee elects Chair. For informational purposes, the  
2017 Members were: Robert Peterkin, Bob Flint, Deric

Marcorelle, Paul Shadura, Rob Lindsey, Carla Stanley  
(Alternate)

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

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

(Committee elects Chair. For informational purposes, the 2017 Members were: Rob Lindsey, Deric Marcorelle, Bob Flint, Michael Opheim, Grace Merkes, Carla Stanley and Walt Sonen)

- 6-8 Public Members (3 public members nominated for approval)
  - Steve Lufkin (re-appointment – 3 yrs.)
  - Capt. Bob Pawlowski (re-appointment – 3 yrs.)
  - Jan Hansen (re-appointment – 3 yrs.)

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

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

(Committee elects Chair. For informational purposes, the 2017 Members were: Michael Opheim, Molly McCammon, Carla Stanley, Deric Marcorelle)

- 6-8 Public Members (4 public members nominated for approval):
  - Eric Klein (re-appointment – 3 yrs.)
  - Richard Prentki (re-appointment – 3 yrs.)
  - Ginny Litchfield (new appointment – 3 yrs.)
  - Bruce Magyar (new appointment; fill 1 yr. vacancy of Steve Hunt)

**2:30 pm (est.) Adjourn**



## ANNUAL MEETING April 06, 2018

### Action Agenda

#### **AGENDA ITEM:**

2018 Board Seats; Public Member Seats; Committee Assignments

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#### **DESCRIPTION OF AGENDA ITEM:**

Council Policies detail the annual process and timetable for filling positions on the Board of Directors and Committee Public Member seats, as these terms expire on a three year rotating basis. The process for the elections and/or appointments of each seat involved in 2018 was undertaken by staff, and has been reviewed by the Council's Credentials Committee. The Committee certified that the process was performed in accordance with Council Bylaws and Policies, and that the elected and appointed representatives are qualified to be seated. An Action Agenda has been prepared for each required Board action.

Council Bylaws and Policies further outline the process for electing officers of the Board, and appointing Directors to the Council's committees for one year terms. These are the Executive Committee, Audit Committee, Credentials Committee, Protocol Control Eommittee, Environmental Monitoring Committee, and Prevention, Response, Operations and Safety Committee.

Details for each of these are provided below, followed by a recommendation.

#### **Board of Directors Seats**

There are five (5) seats on the Council's Board of Director seats due to expire at the conclusion of the April 6, 2018 Board of Directors Meeting. They are:

- Aquaculture Associations – represented by Gary Fandrei

- City of Homer – represented by Carla Stanley
- City of Kenai – represented by John Williams
- City of Kodiak – represented by Rob Lindsey
- Commercial Fishing Group – represented by Paul Shadura

Each of these Incumbent Directors have been either re-elected or re-appointed by their respective Interest Group to serve a new three year term.

### **Public Member Seats on the Committees**

The Council Bylaws state that the PROPS Committee and Environmental Monitoring Committee shall consist of 6 to 8 public members. Public Members serve a 3 year staggered term, unless seated to complete a term in progress.

**PROPS Committee** - The PROPS Committee had three (3) public member seats expiring, held by Jan Hansen, Steve Lufkin and Capt. Bob Pawlowski. Each incumbent sought re-election. Outreach yielded no additional candidates.

Hansen, Lufkin and Pawlowski have been elected by the PROPS Committee to serve new three year terms.

**Environmental Monitoring Committee** - The EMC Committee has three (3) public member seats due to expire, and a vacant term with one year remaining. These seats are currently held by Dr. Richard Prentki, Robert Reges and Eric Klein. All three incumbents sought re-election; however Mr. Reges indicated a willingness to step aside should new participants emerge. Outreach efforts yielded two qualified candidates – Ms. Ginny Litchfield and Mr. Bruce Magyar.

Committee members elected incumbents Prentki and Klein, and applicant Litchfield to fill full 3 year terms, and applicant Magyar to complete the remaining year of the vacant seat. Reges was not re-elected, but remains an active member of PROPS, and his informal participation on EMC will be sought.

### **Election of Officers**

Council Policies detail the process and timetable for nominating and electing members of the Board of Directors to serve as Officers. In 2017, the following Officers were elected to lead the Council:

- President – John Williams, City of Kenai
- Vice President – Robert Peterkin, II, Tourism Group
- Secretary/Treasurer – Gary Fandrei, Aquaculture Associations

### **Committee Appointments**



Council Policies detail the process and timetable for nominating and electing voting members of the Board of Directors to serve as members of the Council's Committees. In 2017, the following Officers were appointed:

- **Executive Committee** - President (serves as Chair), Vice President, and Secretary/Treasurer serve by Policy, with 2 additional Directors (Deric Marcorelle and Bob Flint)
- **Audit Committee** – Treasurer (serves as Chair), with three Directors (1 is Alternate) – Grace Merkes, Molly McCammon, Robert Peterkin (Alternate)
- **Credentials Committee** – Vice President (serves as Chair) with three Directors (1 is Alternate) – Gary Fandrei, Grace Merkes, Michael Opheim (Alternate)
- **Protocol Control Committee** – Up to six Directors (1 is Alternate) Robert Peterkin, Paul Shadura, Rob Lindsey (Alternate), Bob Flint, Deric Marcorelle
- **PROPS Committee** – Up to six Directors (3 are Alternates) – Bob Flint, Carla Stanley (Alternate), Deric Marcorelle, Michael Opheim, Rob Lindsey (Alternate), Walt Sonen, Grace Merkes (Alternate)
- **Environmental Monitoring Committee** – Up to six Directors (3 are Alternates) – Carla Stanley, Deric Marcorelle, Michael Opheim, Molly McCammon

## **RECOMMENDATION FOR ACTION**

In volunteer organizations, continuity of service and the growth in knowledge and effectiveness that accrues to volunteers over time are invaluable. That recognition, in concert with the extreme challenges being confronted by CIRCAC at this time and going forward, it is recommended that this Action Agenda be considered and passed as a Consent Agenda:

1. All elected or appointed representatives be seated to the Board of Directors
2. All public members elected by the PROPS and EMC members be seated
3. The current slate of Council officers be re-elected for 2018-2019
4. All current committee assignments be re-appointed for 2018-2019
5. Seek additional Board appointee(s) to EMC