

**PORT OF VANCOUVER USA
BOARD OF COMMISSIONERS
REGULAR MEETING
Tuesday, August 27, 2024**

CALL TO ORDER

Commission Vice-President Burkman called a regular meeting of the Port of Vancouver Board of Commissioners to order and open to the public at 9:30 a.m., Tuesday, August 27, 2024, at the Port of Vancouver USA Administrative Office, 3103 NW Lower River Road, Vancouver, Washington 98660.

Commissioner LaBrant joined the meeting virtually, and Commissioner Burkman confirmed that Commissioner LaBrant was on the line.

OPENING REMARKS

Commissioner Burkman welcomed everyone to the commission meeting. He stated this meeting is a hybrid meeting so that along with everyone present in the meeting, anyone who wants to make virtual oral comment can use Zoom. He then invited guests to participate in the Pledge of Allegiance.

APPROVAL OF MINUTES

Regular Meeting of August 13, 2024

On motion by Commissioner Orange, seconded by Commissioner LaBrant and carried unanimously, the Board of Commissioners approve the minutes of the August 13, 2024, regular meeting.

OPEN FORUM

Commissioner Burkman asked if anyone had signed up to speak during open forum. CEO Marler stated no one signed up in advance to provide virtual oral comments and confirmed that there was no one present who signed up to provide comment.

ACTION ITEMS

E-1 Approve Contracts with WSP USA Inc., SGA Engineering, RH2 Engineering and Otak Inc. for On Call Civil Engineering Design & Consulting Services

Monty Edberg, Director of Engineering and Project Delivery presented the action item to the Commission.

On motion by Commissioner LaBrant, seconded by Commissioner Orange and carried unanimously, the Board of Commissioners authorize the CEO to execute contracts with WSP USA Inc. for a not-to-exceed amount of \$800,000, SGA Engineering for a not-to-exceed amount of \$400,000, RH2 Engineering for a not-to-exceed amount of \$400,000, and Otak Inc. for a not-to-exceed amount of \$400,000 to perform On Call Civil Engineering Design & Consulting Services.

E-2 Approve Public Works Contract for Bid 24-42: Priority Paving Project No. 1

Monty Edberg, Director of Engineering and Project Delivery presented the action item and discussed it with the Commission.

On motion by Commissioner LaBrant, seconded by Commissioner Orange and carried unanimously, the Board of Commissioners authorize the CEO to execute a public works contract with Lakeside Industries, the lowest responsive and responsible bidder for Bid 24-42: Priority Paving Project No. 1 in the amount of \$392,350.50 plus applicable sales tax.

E-3 Resolution 4-2024: Appointment and Bonding of Port Treasurer and Port Auditor

Scott Goodrich, Chief Financial Officer presented the action item and discussed it with the Commission. He answered questions from the board.

On motion by Commissioner LaBrant, seconded by Commissioner Orange and carried unanimously, the Board of Commissioners approve and adopt Resolution 4-2024 and appoint the Port of Vancouver Chief Financial Officer as Port Auditor and Port Treasurer until further notice and authorize acquisition of a security bond with a surety company licensed to do business in the State of Washington in the amount of \$5,000 for Port Treasurer and \$50,000 for Port Auditor respectively.

E-4 Approve Contract with Parametrix for Model Toxic Control Act Remediation & Consulting Services

Mary Mattix, Director of Environmental Services presented the action item and discussed it with the Commission. She answered questions from the board.

On motion by Commissioner LaBrant, seconded by Commissioner Orange and carried unanimously, the Board of Commissioners authorize the CEO to execute a contract with Parametrix for a not-to-exceed amount of \$3,250,000 to perform Model Toxics Control Act (MTCA) Remediation & Consulting Services.

UNFINISHED BUSINESS

No unfinished business was discussed.

NEW BUSINESS

No new business was discussed.

CEO REPORT

No CEO report.

COMMISSIONERS REPORTS

Commissioner Orange stated he attended the following events and provided a brief summary:

- Met with CEO Marler

Commissioner LaBrant stated he attended the following event and provided a brief summary:

- Vancouver Business Journal Top Project Awards
- Labor Roundtable
- Tour Port of Orange, Texas

Commissioner Burkman stated he attended the following events and provided a brief summary:

- Waterfront Appreciation BBQ Lunch
- Pacific Northwest Waterways Association – Monthly Meeting
- Regional Transportation Council Meeting
- Port Tour
- Met with CEO Marler

UPCOMING EVENTS

A list of upcoming events was displayed on the screen for viewers to see staff activities and community meetings. CEO Marler stated the next commission meeting will be held on Tuesday, September 10, 2024, at 9:30 a.m. She also highlighted several other upcoming community events.

RECESS

Commissioner Burkman called a recess from 9:58 a.m. to 10:05 a.m. to prepare for the port's Cybersecurity Update workshop.

WORKSHOP

Cybersecurity Update

Information Security Architect Chris Carter lead the Cybersecurity Update workshop and introduced Logan Rogers, Information Security Analyst. Chris provided a presentation on changes to the cyber environment since last year's update. He also discussed the threat landscape, challenges, regulations, ways cybersecurity is tested and what is next for cybersecurity at the port. He answered questions from the board.

Chris then spoke about Artificial Intelligence (AI), what it is, how the port can use it, challenges, and what is next for AI at the port.

The Commissioners and CEO Marler thanked Chris for his presentation and thanked Chris and Logan for their work protecting the port.

SIGN DOCUMENTS

The Board signed documents at 10:50 a.m.

ADMINISTRATIVE UPDATE / WORK SESSION

No administrative work session was held during this meeting.

ADJOURNMENT

There being no further business to come before the Port of Vancouver USA Board of Commissioners, the Tuesday, August 27, 2024, regular meeting was adjourned at 10:56 a.m. by Commissioner Burkman.

Betsy Rogers, Executive Assistant,
August 27, 2024, Regular Port of
Vancouver USA Board of
Commission Meeting

PORT OF VANCOUVER USA
BOARD OF COMMISSIONERS



Eric LaBrant, President



Jack Burkman, Vice President



Don Orange, Secretary