

**Prince William Sound Regional Citizens' Advisory Council  
Special Board of Directors Meeting Minutes  
March 19, 2025**

**Members Present:** Robert Archibald, Amanda Bauer, Mike Bender (9:11 a.m.), Ben Cutrell, Wayne Donaldson, Mako Haggerty, Luke Hasenbank (9:09 a.m.), Jim Herbert, Dave Janka, Melvin Malchoff, Dorothy Moore, Bob Shavelson, Angela Totemoff, Aimee Williams, and Kirk Zinck (9:05 a.m.)

**Members Absent:** Robert Beedle, Michael Brittain, Nick Crump, Elijah Jackson, and Michael Vigil

**Staff Present:** Jennifer Fleming, Donna Schantz, John Guthrie, Hans Odegard, Joe Lally, Brooke Taylor, Ashlee Hamilton, Danielle Verna, Linda Swiss, Sadie Blancaflor

**Others Present:** Joe Levesque (Landye, Bennett, Blumstein, LLP), Ytamar Rodriguiz (ADEC), Breck Tostevin (Nielsen, Koch & Grannis PLCC)

**Call to Order**

President Archibald called the meeting to order at 9:00 a.m. A roll call was taken, and the following 12 members were present for the conduct of business: Archibald, Bauer, Cutrell, Donaldson, Haggerty, Herbert, Janka, Malchoff, Moore, Shavelson, Totemoff, and Williams.

**Approve Agenda**

Herbert moved to approve the agenda as presented. Totemoff seconded. Archibald asked for amendments/objections; hearing none, the agenda was approved.

**Public & Opening Comments**

Archibald asked for opening comments or comments from the public; there were none.

**Approval of the Consent Agenda**

There were five items included on the March 19, 2025 consent agenda:

FY2025 Budget Modifications

Approve the FY2025 budget modifications as listed on the provided sheet, with a total revised contingency in the amount of \$268,409.

Marine Bird Fall and Early Winter Surveys Contract Change Order

Authorize a FY2025 budget modification transferring \$1,300 from the contingency fund to project 9110 and authorize the Executive Director to carry out a corresponding change order to increase contract 9110.25.01 with the Prince William Sound Science Center in an amount not to exceed \$80,228.

Maintaining the Secondary Containment Liner Contract Change Order

Approve a FY2025 budget modification transferring \$7,000 from the contingency fund to project 6512, and authorize the Executive Director to carry out a corresponding change order to

increase contract 6512.24.01 with Dr. Craig Benson and Dr. Joe Scalia in an amount not to exceed \$45,000.

Air Quality Review of the VMT Contract Change Order

Authorize a FY2025 budget modification transferring \$20,000 from the contingency fund to project 5057 Air Quality, and authorize the Executive Director to carry out a corresponding change order to increase contract 5057.24.01 with Dr. Ranajit (Ron) Sahu in an amount not to exceed \$70,000.

Port Valdez Weather Buoys Contract Change Order

Authorize a FY2025 budget modification of \$5,000 from the contingency fund to project 6531 in the FY2025 budget and authorize the Executive Director to carry out a corresponding change order to increase contract 6531.25.01 with the Prince William Sound Science Center in an amount not to exceed \$38,500.

Haggerty moved to approve the consent agenda as presented. Moore seconded and the motion was approved without objection.

**Consideration of Consent Agenda**

None.

**Executive Session**

Janka moved to go into Executive Session to discuss ADEC's Response to PWSRCAC's Request for Informal Review and to deliver the Executive Director's annual evaluation. Totemoff seconded.

*The Board entered executive session at 9:05 a.m. All Council staff members present, Joe Levesque, and Breck Tostevin joined the Board in executive session to discuss ADEC's response to PWSRCAC's request for informal review. Director of Finance, Ashlee Hamilton, was present for the executive director's evaluation discussion during executive session.*

Kirk Zinck, Luke Hasenbank, and Mike Bender all joined the meeting during the executive session.

*The executive session concluded at approximately 10:25 a.m.*

**Report on Executive Session:**

Archibald reported that the Board discussed ADEC's Response to PWSRCAC's request for informal review, and the Executive Director's evaluation.

**ADEC's Response to PWSRCAC's Request for Informal Review**

Janka moved to direct staff to request an adjudicatory hearing pertaining to Condition of Approval #1 related to the inspection of the secondary containment liners as outlined in the recently approved Valdez Marine Terminal Oil Discharge Prevention and Contingency Plan; and to authorize a FY2025 budget modification of \$15,000 from the contingency fund to project

6510: State Contingency Plan Reviews, and to authorize a corresponding contract increase for selected contingency plan review contractors for an aggregate amount not to exceed \$95,000; and, to authorize a FY2025 budget modification of \$25,000 from the contingency fund to project 6512: Secondary Containment Systems at the VMT, and authorize a contract increase of \$16,800 for Dr. Benson and Dr. Scalia for a new not to exceed amount of \$61,800. Herbert seconded. Archibald asked for objection; hearing none, the motion was approved.

### **Executive Director Annual Evaluation**

Archibald reported that the results of the Executive Director's evaluation survey were reviewed and discussed in executive session, and that Schantz received a very favorable evaluation. Bauer concurred adding the Board was very pleased with Schantz as its Executive Director.

Bauer moved to extend the Executive Directors contract for one year, and for the Finance Committee to amend the Executive Director's salary with a 2.5% increase to be included in the proposed FY2026 budget. Herbert seconded. Archibald asked for objection; hearing none, the action was approved.

### **Closing Comments**

Archibald asked for closing comments. Shavelson noted a reading of Dick Reichman's play recounting the chronicle of the Exxon Valdez oil spill is playing tonight in Homer if anyone is in the vicinity.

### **Adjourn**

Cutrell moved to adjourn. The meeting adjourned at 10:32 a.m.

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Secretary