

**MINUTES  
REGULAR COMMISSION MEETING  
THE PORT OF PORTLAND  
March 8, 2017**

Following due notice to the public, the regular meeting of the Board of Commissioners of the Port of Portland was held at 9:30 a.m. in the Chinook conference room of the Port's administrative offices located at 7200 NE Airport Way.

An audio recording was made of these proceedings. The recording, and the full Commission agenda, is available on the Port's website: [www.portofportland.com](http://www.portofportland.com). The following written minutes constitute a summary of the proceedings.

**QUORUM**

Commissioners present were Jim Carter, President, presiding; Michael Alexander; Tom Chamberlain; Alice Cuprill-Comas; Bob Levy; Pat McDonald; Linda Pearce; Tom Tsuruta and Gary Young. Also present were Bill Wyatt, Executive Director, participating staff members and members of the public.

Commissioner Carter noted agenda item No. 2 had been revised; the amount of the PHC contract was increased to \$762,000.

**MINUTES**

Commissioner Carter called for a motion to approve the minutes of the Regular Commission Meeting of February 8, 2017. Commissioner Tsuruta moved to approve the minutes. Commissioner Pearce seconded the motion, which was put to a voice vote. Commissioners Alexander, Carter, Chamberlain, Cuprill-Comas, McDonald, Pearce, Tsuruta and Young voted in favor of the motion. Commissioner Levy was not present for the vote.

**EXECUTIVE DIRECTOR'S REPORT**

Bill Wyatt addressed the Commission and audience. He said his formal Executive Director's report is attached to the packet that is sent out with the Commission materials prior to the meeting. He takes advantage of this opportunity to talk about things that have occurred over the course of the last month.

Mr. Wyatt's comments covered the following general topics:

- Welcomed new Port employees in the audience;
- Recognized the Port's monthly safety champions, provided evacuation instructions in the event of an emergency and asked Stan Watters for this month's safety message;
- Noted the mutual agreement to terminate the 25-year lease agreement with International Container Terminal Services, Inc., to operate the container facility at Terminal 6;
- Thirteen PDX employees received a bonus for completing their six-month transition from prior PDX employment as part of a job pool designed to retain badged employees through concessions transitions;

- The Hollywood Theatre at PDX, the first of its kind in the country, is now open post-security on Concourse C and available to travelers around-the-clock;
- A PDX shuttle bus app will launch later this month. The app will provide real-time data on next-bus arrival and the project also provides Wi-Fi for those riding the shuttle buses;
- The Port hosted the Make the Connection annual banquet to celebrate partners and volunteers at the airport who provide outstanding customer service;
- Alaska Airlines will begin new service to Orlando on March 16;
- The Port lands the number-one spot for auto exports on the West Coast. In 2016, more than 50,000 exports moved through Portland;
- The Port and the City of Gresham have been exploring eco-industrial strategies at the Gresham Vista Business Park with the support from a Metro Community Planning and Development Grant;
- Annual Gateway to the Globe celebration, featuring Senator Betsy Johnson as the keynote speaker, will be held March 22; and
- Upcoming disparity study, which will assess how we are doing with minority contracting and Disadvantaged Business Enterprises.

Commissioner Tsuruta moved to approve the Executive Director's Report. Commissioner Chamberlain seconded the motion, which was put to a voice vote. Commissioners Alexander, Carter, Chamberlain, Cuprill-Comas, Levy, McDonald, Pearce, Tsuruta and Young voted in favor of the motion.

## **PORT OF PORTLAND COMPASS AWARD**

Commissioner Carter presented the 2016 nomination for the annual Port of Portland Compass Award. He said the Port initiated the Compass Award program in 2006 to recognize the contributions of community individuals and entities that have demonstrated exceptional support for the Port and the communities we serve. Commissioner Carter said he was honored to recognize the proposed recipient, Michael Irwin, Oregon Federal Security Director for the Transportation Security Administration.

Commissioner Carter called for a motion to adopt the Resolution of Commendation and Appreciation to Michael Irwin. Commissioner Young moved to adopt the Resolution. Commissioner Chamberlain seconded the motion, which was put to a voice vote. Commissioners Alexander, Carter, Chamberlain, Cuprill-Comas, Levy, McDonald, Pearce, Tsuruta and Young voted in favor of the motion.

## **GENERAL DISCUSSION**

### **Port of Portland's 2017 State Government Agenda**

Kristen Leonard, Chief Public Affairs Officer, presented a brief recap of the November election and an overview of the 2017 Legislative Session, including the Governor's recommended budget, hot topics such as transportation funding and housing and the legislative agenda the Port will be focused on this session.

Commissioners Alexander, Cuprill-Comas and Tsuruta asked questions and Ms. Leonard, Commissioner Carter and Mr. Wyatt provided comments.

**ACTION ITEMS****Agenda Item No. 1****APPROVAL OF ADVISORY GROUP THAT WILL RECOMMEND FINALISTS TO THE COMMISSION FOR THE ROLE OF EXECUTIVE DIRECTOR**

This agenda item requested approval of the members of the Advisory Group that will recommend finalists to the Port of Portland Commission for the role of Executive Director, as described in the procedures, standards, criteria and policy directives for hiring the Port of Portland's Executive Director approved by the Commission on February 8, 2017.

Be Marston, a volunteer organizer and shop steward for UniteHere Local 8, and Stephan Moritz, also from UniteHere Local 8, provided comments about the Commission meeting public comment process, as well as the importance of employment continuity. Commissioner Carter responded to Mr. Moritz's comments and requested a status report from staff.

Jim Carter presented the Port of Portland Commission Officers' recommendations as follows:

BE IT RESOLVED, That the Port of Portland Commission hereby approves the appointment of the following eight persons to serve as the Advisory Group that will interview candidates and recommend finalists to the Commission for the role of Executive Director, as provided in the Hiring Plan presented to the Commission: Tom Tsuruta, Patricia McDonald, Michael Alexander, Robert Levy, Andrew Colas, Andrea Durbin, Katherine Lam and John Mohlis.

Commissioner Carter called for a motion to approve the Commission Officers' recommendations. Commissioner Cuprill-Comas moved that the Executive Director's recommendations be approved. Commissioner Alexander seconded the motion, which was put to a voice vote. Commissioners Alexander, Carter, Chamberlain, Cuprill-Comas, Levy, McDonald, Pearce, Tsuruta and Young voted in favor of the motion.

**Agenda Item No. 2****JANITORIAL SERVICES CONTRACT – VARIOUS PORT OF PORTLAND FACILITIES**

This agenda item requested approval to award a new janitorial services contract to Portland Habilitation Center, Inc., for services at various Port of Portland facilities including Hillsboro Airport; Troutdale Airport; Marine Terminals 2, 4 and 6; Marine Facilities Maintenance; the Navigation office; and the Portland International Airport food court.

Craig Johnsen presented the Executive Director's recommendations as follows:

BE IT RESOLVED, That approval is given to award a janitorial services contract to Portland Habilitation Center, Inc., for services at various Port of Portland facilities, consistent with the terms presented to the Commission; and

BE IT FURTHER RESOLVED, That the Executive Director or his designee is authorized to execute the necessary documents on behalf of the Port of Portland Commission in a form approved by counsel.

Commissioner Carter called for a motion to approve the Executive Director’s recommendations. Commissioner Tsuruta moved that the Executive Director’s recommendations be approved. Commissioner Chamberlain seconded the motion, which was put to a voice vote. Commissioners Alexander, Carter, Chamberlain, Cuprill-Comas, Levy, McDonald, Pearce, Tsuruta and Young voted in favor of the motion.

Agenda Item No. 3

TERMINATION OF TERMINAL 6 LEASE

This agenda item requested approval of the termination of the Terminal 6 lease to ICTSI Oregon, Inc., a wholly-owned subsidiary of International Container Terminal Services, Inc., by entering into a termination agreement.

Commissioner Carter asked Mr. Leavitt to provide a status report to the Commission every couple of months. Commissioners Tsuruta and Cuprill-Comas asked questions of Mr. Leavitt and Commissioner McDonald commented on the plan going forward.

Keith Leavitt presented the Executive Director’s recommendations as follows:

BE IT RESOLVED, That approval is given to terminate ICTSI Oregon, Inc.’s, lease of Terminal 6 by entering into a termination agreement consistent with the terms presented to the Port of Portland Commission; and

BE IT FURTHER RESOLVED, That the Executive Director or his designee is authorized to execute the necessary documents on behalf of the Port of Portland Commission in a form approved by counsel.

Commissioner Carter called for a motion to approve the Executive Director’s recommendations. Commissioner Tsuruta moved that the Executive Director’s recommendations be approved. Commissioner Young seconded the motion, which was put to a voice vote. Commissioners Alexander, Carter, Chamberlain, Cuprill-Comas, Levy, McDonald, Pearce, Tsuruta and Young voted in favor of the motion.

The meeting adjourned at 11:12 a.m.

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President

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Assistant Secretary

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Date Signed