



Board of Director Regular Meeting Minutes

September 25, 2017 Recorder: Donna Halvorsen

1. **Call Meeting To Order:** Harvey Mc Donald called meeting to order at 10:02am.
2. **Roll Call:**

Chair	Thorne Bay	Harvey McDonald	present
Vice Chair	Klawock	Jeff Nickerson	present
Sec/Tres	Craig	Otis Gibbons	present
Director	Wrangell	Bernie Massin	absent excused
Director	Hydaburg	Anthony Christianson	absent excused
Director	At Large	Dee Dee Jeffreys	present via teleconference
Director	Coffman Cove	Brian Wilson	present via teleconference

Staff Present: Dennis Watson, Chrissy Torsey-Lucero, Rich Rogers and Donna Halvorsen

Staff present via teleconference: None

Public Present: None

Public present via teleconference: None

3. **Approval of Agenda** Motion: Approve agenda as presented; moved by Jeff Nickerson and seconded by Otis Gibbons. Motion approved unanimously.
4. **Approval of Minutes** Motion: Approve minutes from June 21, 2017; moved by Harvey McDonald and seconded by Jeff Nickerson. Motion approved unanimously.
5. **Public Comment** n/a
6. **Correspondence** n/a
7. **Manager's Report**
 - Dennis asks if there are any questions regarding his report provided to BODs. He had a couple other items to add and asks Donna to give update on new ticketing system and Website. She states that RocketRez is moving slowly but is moving forward. There is a lot involved with changing over, and we still need to carry out our regular duties and it is still the busy season. New equipment is installed at HYL and Friday KTN will be setup too. We have a manifest for vehicles and passengers which was the last piece needed before we could begin testing the system. Training will begin next week, then transferring data will happen next. Rezware will be in place only until needed. She continues that the Website development is progressing; the home page is near completion and the wireframes are still in development stages. Trillium understands our priorities so will setup the rest of the website with our needs in mind. We are providing input and direction throughout the whole process. The IFA is live in Google maps as well.
 - Dennis mentions that we will cover the Lituya run January 11 through February 15, 2018. Jeff asks if Veteran, Driver Free and Sales will be available to that run, and Donna states that the Veteran program will and the Sales will not. Driver Free will be offered if AMHS offers it.

- Dennis states he was at SE Conference last week and the AMHS's new ticketing system, Carus, is just now working shoreside but are still unable to use the scanners so they are checking everyone in by hand. They are looking for new ways to run the AMHS more efficiently. The group has decided after many public hearings that they would like to see something similar to the Alaska Railroad Corporation to insulate the AMHS from DOT- somewhere further from the political process. By end of meeting, group directed their consultants to come up with a plan within the next 2 weeks to say how to transition to a public corporation and what it will take and what it's going to cost and how long. Group is also in the process of getting the necessary legislation to make this happen. They have AK Railroad legislation as a roadmap so it won't be as hard as it was for them. Representative Sam Keto has offered his office to draft the legislation and the Governor's office has committed their resources too so group is very excited and thankful. Dennis had long conversation with the lieutenant governor who has been the driving force behind this project. Lastly Dennis states senator gave presentation stating that because some sly language was slipped into current budget, the AMHS will run out of money April 1, 2018. They found out about it 3 weeks ago and made it public this past weekend. The governor's office and all the legislators have committed to developing a supplemental that is going to address this. Part of this sly language states that if a supplemental is needed, funding it would have to come out of the Permanent Fund. Group is trying to make this not happen. The Dept of Law, the Office of Budget and Management and Stedman's staff all missed the language and these are all competent people so it had to be buried deep in order to accomplish this.
- Dennis states that Leslie Isaacs requested free transport of a 33' fire truck that was given to City of Klawock. All agreed to allow this emergency vehicle to travel.
- Harvey states he heard the State hired a private consultant to decide how to handle AMHS funding shortage. Dennis states that it is the SE Conference Group and that the State signed an MOA with SE Conference and a steering committee was developed. In turn the committee has hired the McDowell Group and Elliot Bay Design Group to advise options to make the ferry system successful. These consultants will come up with a transition plan. Harvey says he heard one way to cover cost was to charge a head tax on travel and Dennis states that is unlikely and they are looking at other ways to generate funds.
- Jeff asks outcome of selling trailer, high bidder was \$10,200 and they removed it within a couple days.

8. Old Business

- Harvey asks about Hydaburg Director, and Dennis states that he contacted Anthony and is awaiting his reply.
- Harvey asks for write up for visit to Kasaan, Dennis will get that out soon.
- Harvey asks Chrissy about checks as form of payment, and she states that with the transition into the new ticketing system we will be using credit card processing company called Solupay. Solupay offers a check conversion system that secures funds when customer provides check for payment similar to using a credit card. So we will continue to accept checks and have check scanners set up at each terminal.
- Harvey asks Brian for update on North End Port Authority, and he states that USDA put boat up for sale and Authority is proceeding move forward with obtaining vessel that will provide passenger service only.

9. New Business Motion: Accept Mayor Jack David's appointment of Patty Gilbert to Wrangell BOD seat; moved by Dee Dee Jeffreys and seconded by Brian Wilson. Motion approved unanimously.

- a) The At-Large Director seat is available as of June 30, 2017 and letters have been sent to participating municipalities requesting nominees for this open seat.
- b) Motion: Accept Mayor Jack David's appointment of Patty Gilbert to Wrangell BOD seat; moved by Dee Dee Jeffreys and seconded by Brian Wilson. Motion approved unanimously.

- c) Motion: Reappoint Harvey Mc Donald to Office of Chair; moved by Dee Dee Jeffreys and seconded by Brian Wilson. Motion approved unanimously.
- d) Motion: Reappoint Jeff Nickerson to Office of Vice Chair; moved by Harvey Mc Donald and seconded by Otis Gibbons. Motion approved unanimously.
- e) Motion: Reappoint Otis Gibbons to Office of Sec/Tres; moved by Harvey Mc Donald and seconded by Dee Dee Jeffreys. Motion approved unanimously.
- f) Motion: Approve that the IFA offers both Driver Free January through April 2018 and the January & February 30% vehicle discount Sales Events in 2018. Motion approved unanimously.
- g) Chrissy states that the Deferred Compensation Plan 457 program will be available January 1, 2018. She states that this is an additional retirement fund that employees can contribute into up to \$18,000 per year. A resolution will be provided for this at the December 2017 meeting.
- h) Chrissy states that the Drug & Alcohol Audit in August found that our policy was never approved by the BODs. This is a good thing because the policy we had was more for bus transit company and didn't really address IFA needs so the policy needs updating. The second thing they found was that when a person tests positive for a random or pre-employment, the IFA is required to supply him/her "Substance Abuse Professional information." The third thing found is that non-DOT people (shoreside employees) do not need to be on the random list, they only need to have pre-employment test. The fourth thing they found was reporting 'negative dilute.' There have been pre-employment and random results with negative dilute but only the pre-employment negative dilutes were addressed. The BOD will be given the updated policy and options at the Special meeting held sometime before October 13, 2017.
- i) Chrissy states that the State approached Dennis and Walt last year asking for a wish list of items to fund so they made a 3.5 million dollar list of repairs/improvements. This year with the STIP Funding FFY2017 & FFY2018, the IFA got that 3.5 million in funding. Chrissy states that the original budget approved \$202,073 in matching funds but with this additional funding that number needs to increase by \$279,577. Otis states that being in the STIP doesn't mean you are definitely going to be funded. Dennis replies in this case it is and that it is already funded and lays out funding sources. Where and how the \$3.5 million dollars is spent will be shared with the BOD.
- j) Resolution 2018-01; Approve that the IFA General Manager apply for and receive FHWA Ferryboat Refurbishment, TIGER Grant and other available federal program funds to help cover cost of vessel and facility maintenance. Motion approved unanimously.

10. **Board Comments**

Harvey says he has heard that the IFA is in the 'top tier' of publicly run systems. Dennis states that we work out of fare box between 75% & 80% which is right in there with the BC and Washington ferries.

11. **Schedule Next Meeting** Special meeting date will be announced within next 2 weeks.

12. **Adjournment** Motion: Adjourn meeting at 11:12am; moved by Harvey Mc Donald and seconded by Jeff Nickerson. Motion approved unanimously.