



Board of Director Regular Meeting Minutes

December 14, 2023

Recorder: Donna Halvorsen

1. **Call Meeting To Order:** Jeff Nickerson called meeting to order at 10:08am.
2. **Roll Call:**

Chair	Klawock	Jeff Nickerson	present
Vice Chair	Thorne Bay	Harvey McDonald	present via teleconference
Sec/Tres	Craig	Otis Gibbons	present
Director	Coffman Cove	Brian Wilson	present
Director	Hydaburg	Sam Mooney	present
Director	At Large	Doug Rhodes	present

Staff Present: Chrissy Torsey-Lucero and Donna Halvorsen

Staff present via teleconference: Ron Curtis, Walter Marsh, Kristine Hansen, Johanna Lambeth and Katie Martin

Public Present: None

Public present via teleconference: None

3. **Approval of Agenda** Motion: Approve agenda as presented; moved by Brian Wilson and seconded by Sam Mooney. Motion approved unanimously.
4. **Approval of Minutes** Motion: Approve minutes from September 14, 2023; moved by Otis Gibbons and seconded by Doug Rhodes. Motion approved unanimously.
5. **Public Comment** none
6. **Correspondence** none
7. **Manager's Report**

To: Inter-Island Ferry Authority Board of Directors

Respectfully Submitted by Ron Curtis - General Manager

Subject: Q2 Update

- 1) **Funding Status** – We are working on a couple items. Chrissy and I met with Dan Ortiz and Bert Stedman at SE Conference. They both conveyed that we work directly with the State budget office to petition for inclusion in the State budget that is being formulated by the Governor right now. Chrissy has the contact information. The STIP is still being worked on. As I mentioned in the last meeting we received 5.2M less than we requested in Capitol dollars through 2030 in the preliminary STIP. We have commented as has South East Conference. We have received no correspondence as of yet concerning any revisions.
- 2) **SE Conference** – The Annual meeting was September 19th-21st Chrissy and I attended. We met with many of our Legislators and Senators. The Mid-Session conference is scheduled for February 20-22 in Juneau. I will be attending and Chrissy may also attend.

- 3) General Update – We had a good Fall (Sept., Oct.) even with the 6 no sail days and limited vehicle capacity during the Berth 2 closure. Ridership essentially flat (8477 Passengers in 2023 vs. 8468 in 2022) and Vehicle ridership essentially flat (2,058 Vehicles in 2023 vs. 2254 in 2022). Ridership in November was outstanding also but the numbers are not finalized yet.
 - 4) Operating Status – We are currently running 7 days a week between HYL and KTN.
 - 5) M/V Stikine status – The Stikine is in operation. Walt believes all the bugs in the new generator system have been addressed. The Stikine will go up on drydock about March 15th for hull inspection. While on Drydock the Lifesaving equipment will be removed and sent out for re-certification. Anchor chains are going to be replaced and all the deck winches overhauled. Walt will also be pulling and cleaning out the Grid coolers and flushing the mains during this time frame. The Stikine will then return to service on approx. May 1.
 - 6) MV Prince of Wales Status – In Ward Cove, Life saving equipment is being removed for recertification purposes. Paint work is being done and new GPS equipment is being installed. Planning is well underway for the Federal contract that will do the same upgrades to her that we did on the Stikine. I signed an MOA with the State for the Federal project. The POW will go back into service about March 15th. The POW will come back out of service about May 1st and enter the Federal project.
 - 7) Staffing – We are currently fully staffed with the exception of the F/T Mate/Relief Captain position. New employees and promotions include; Tasha Brendible – KTN Terminal Supervisor, Becky Dickison -KTN Terminal Agent, Kim Reber - KTN Terminal Agent, Allen Guthrie – On-call Deck Hand, Simon Krasney (Rehire) On-call Deck Hand.
 - 8) KTN Dock project –The Dock improvement project was completed on-time and was re-opened on November 9th.
 - 9) Fares – I’ve left this here as a placeholder for the next meeting. I believe we need to address a fare increase heading into FY ‘25. I plan to have a recommendation at the Q3 Board Meeting.
 - 10) IFA Retention Plan of 2023 – We plan on continuing the \$225 clothing allowance for all employees to purchase items outside of the Issued shirts to keep them looking sharp and Professional. We would like to move this to a budget item under uniform expense go forward and not part of retention. For Retention bonuses this year The Management team and I are proposing a \$125 payment per month of service in calendar year 2023. We will also continue with the choice of an IFA travel gift card in the amount of \$500 or an additional \$250 in cash for all employees on the payroll at the end of the year.
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8. **Finance Report** Chrissy states we brought in about 250K for November 2023, and we’ve received CRSSA grants through July 2023 for 274K. She continues that we’re holding off applying for 5311 grant because we need to use up CRSSA funds first but am working on getting it ready for FY25 for potentially 1.1 million; one difference this time will be that we’re requesting covering preventative maintenance costs as well as covering admin costs. Christine Harrington will do FY22 and FY23 audits this winter/spring for presentation to you in June 2024 meeting. Last item is that Johanna has taken over IT and has updated our website and Facebook and is consolidating our Microsoft accounts and switching to a more main-stream email system and this should all happen end of month and possibly into January 2024. Sam requests a hard copy of finance report. Chrissy states also that fuel is down, currently \$3.03 per gallon.
 9. **Old Business** none
 10. **New Business**
 - a) Motion: Approve Resolution No. 2024-01 for AKDOT&PF Ferry Boat Refurbishment During Federal Fiscal Years 2025-2028; moved by Doug Rhodes and seconded by Brian Wilson. Motion approved unanimously.

- b) Motion: Approve Resolution No. 2024-02 adopting updated IFA Drug and Alcohol Policy; moved by Brian Wilson and seconded by Harvey McDonald. Motion approved unanimously.
- c) Motion: Approve 2023 monetary retention incentive for all employees and make clothing allowance a budget item; moved by Otis Gibbons and seconded by Sam Mooney. A roll call vote was taken and motion passes.

Chair	Klawock	Jeff Nickerson	yes
Vice Chair	Thorne Bay	Harvey McDonald	yes
Sec/Tres	Craig	Otis Gibbons	yes
Director	Coffman Cove	Brian Wilson	yes
Director	Hydaburg	Sam Mooney	yes
Director	At Large	Doug Rhodes	yes

11. Board Comments

- Doug asks about Stikine running hot, Walt explains according to CAT we are running at high end of spectrum about 210-212 and the shut down is 220 so that doesn't give much time from when alarm goes off to shut down if we crack a head or a block. He continues that the grid cooler is not adjustable and that it's a straight flow through the jacket water pump. It's a pressured system and we have replaced the remanufactured pumps with the factory spec pumps but would like to see them cooling down a bit more so plan to pull coolers this spring while Stikine is in dry dock and flush and clean them out to see if that makes difference. Walt continues that fortunately we're still within warranty timeframe on this issue.
- Sam asks Ron status of Mate position and if retired Captain was interested in being relief captain, and Ron replies relief captain wanted a full year off before considering it and that we have had some applicants for Mate position but nothing has worked out yet. He continues that he has been working with Rich about alternatives but nothing to talk about publicly yet.
- Jeff gives a big thank you to crews because he never heard any complaints during our docking at main berth.
- Brian states that he got a lot of thank you comments for the retention money given last year so glad to see it offered again and asks if they get send with a card or letter. Chrissy states it's added to payroll but a card goes out too, and Ron states he sends out a thank you/happy holidays email to all employees.
- Otis may be getting an IFA fuchsia colored jacket 😊
- Harvey states he got a call from a customer (his daughter) saying they were really impressed how well the crew helped them load and unload the large vehicle. Doug states he was on first landing for main berth docking with his truck and camper, and he was really nervous about navigating the loading and unloading; the last thing he wanted was for crew to say, 'out, we will drive your truck.' He continues that didn't happen and that crew was super helpful guiding him through the process and wants to commend crew for such good work. Jeff states all these good comments need to get passed onto crew, and Ron says he will let Rich know and to pass them on.
- Jeff asks about publicly accessible cameras to see what the weather or seas are doing and wonders if we could get someone to put one out in channel or on Grindall that the captain can use for better navigation. Doug states that's NOAA puts cameras up but that is good suggestion to put some in locations that would help us. Otis states DOT has some cameras too so maybe they could put something in. Ron will bring it up at SE Conference and report to BOD.

12. Schedule Next Meeting TBA but tentatively latter part of March 2024

13. Adjournment Motion: Adjourn meeting at 10:50am; moved by Sam Mooney and seconded by Brian Wilson. Motion approved unanimously.