



IFA BOARD OF DIRECTORS REGULAR MEETING AGENDA

Date: Thursday September 19, 2024

Location: Craig City Hall & By Teleconference

Time: 10:00 AM

Teleconference Info: Microsoft Teams - Meeting ID: 299 793 212 103 Passcode: 4wjDtz

Agenda

1. Call to Order
2. Roll Call (Board, Staff, Public)
3. Approval of Agenda
4. Approval of Minutes
 - a. June 21, 2024 Regular Meeting w/ Executive Session
5. Public Comment
6. Correspondence
7. General Manager's Report
8. Finance Manager's Report
9. Old Business
10. New Business
 - a. Nominate and Appoint Secretary/Treasurer
 - b. Motion: Approve to offer Driver Free for January, February and March 2025
 - c. Resolution 2025-01 "Approve the 2024-2025 Use Permit with Haida Vending"
 - d. Resolution 2025-02 "Authorizing Check and Note Signers"
 - e. 2025 Fare Change
 - f. Southeast Conference September 24 – September 26 in Ketchikan
11. Board Comments
12. Schedule Next Meeting
 - a. December 9th – 13th or December 16th – 20th?
13. Adjournment



Board of Director Meeting Minutes
June 21, 2024 Recorder: Johanna Lambeth

1. **Call Meeting To Order:** Jeff Nickerson called meeting to order at 12:06.

2. **Roll Call:**

Chair	Klawock	Jeff Nickerson	present
Vice Chair	Thorne Bay	Harvey McDonald	present
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: Ron Curtis, Chrissy Torsey-Lucero, and Johanna Lambeth

Staff present via teleconference: Carly, Katie, Arthur, Kiya, Kristine

Public Present: DeeDee Jefferies

Public present via teleconference: Fred Hamilton

3. **Approval of Agenda** Motion: Approve agenda as amended; moved by Doug Rhodes and seconded by Harvey McDonald. Motion approved unanimously.

4. **Approval of Minutes** Motion: Approve minutes from March 27, 2024; moved by Doug Rhodes and seconded by Harvey McDonald. Motion approved unanimously.

5. **Public Comment**

No Public Comment

6. **Correspondence**

7. **Manager's Report**

To: Inter-Island Ferry Authority Board of Directors

From: Ron Curtis - General Manager

Subject: Q4 Update

1) Funding Status –

a) State Budget – We were able to successfully get the IFA included in the Budget that has passed the senate and legislature. We are included at 250K. There is still the chance that the Governor can veto it.

b) STIP - Our STIP numbers for the next 4 years are holding at the amount we asked for 14,646,201.

- c) USDA – REAP Grant – Walt and Johanna are continuing to work with the USDA on energy improvement grants.
 - d) Denali Commission – The Denali Commissions transportation committee had a Business Lunch and Tour of our Boat in KTN on 5-8-2024. IFA Management interacted with all the players and I believe forged some great new bonds. Now they not only know who we are, but how we do things and how efficient we are with funding.
 - e) Now some exciting news. Chrissy and I have been working with the State on a funds swap. It has been agreed to in principle. What this comes down to is we have about 3M in restricted COVID funds that we will never spend before they expire. The State wants these funds and is willing to trade us 1 for 1 for unrestricted funds. This also opens us to receiving 5311 funds again from FHWA.
 - 2) SE Conference – The next Annual Meeting is in KTN in September. It will be a good opportunity for Managers and Board members to attend. We also wrote a letter of support to SE Conference for the building of a Port for the Lituya in Saxman.
 - 3) General Update – FY 2024 has been another year of growth. Ridership for passengers was up 6% over 2023 and 2023 was up 11% over 2022. With one month to go in the stats we have had 43,582 passengers. Vehicle ridership is up 5% over 2023 and 2023 was up 12% over 2022. Vehicles transited so far this FY is 11,095.
 - 4) Operating Status – We are currently running 7 days a week between HYL and KTN.
 - 5) Metlakatla/Lituya – I received a request from Mayor Smith of Metlakatla to provide service while the Lituya is in lay-up. I received permission from AMHS to use their facilities in Annette Bay. We as a management team met and set a schedule for coverage. We will be providing service to the citizens of Metlakatla on the following dates. 8-14 to 8-19 and 8-22 to 8-26. Mayor Albert Smith conveys his thanks.
 - 6) M/V Stikine status – In operation as of 6-4. The Stikine came out of a maintenance period that included Dry docking, Hull inspection, Lifesaving equipment, Zincs. Anchor chains were replaced and all the deck winches overhauled. Grid coolers were cleaned, and many other Misc. items were addressed.
 - 7) MV Prince of Wales Status – is in Ward Cove. It is in layby for a federal project in the Fall.
 - 8) Staffing – We are currently fully staffed with the exception of the F/T Mate/Relief Captain position and an additional On-call relief Deck Hand. New employees and promotions include; Shawn Ogimachi, Relief Deck Hand and Emerald Goodman, Ketchikan Terminal Agent.
 - 9) KTN Dock project – There is still one outstanding Item that will be completed this summer. That is the addition of Shore Power at the dock. This will save us in fuel expense as we will not need to run generators for hotel power when we are at the dock.
 - 10) Hollis Terminal – We have been having water issues at the terminal. We had our water source assessed by AquaSource. We need to drill a new well. This will be an expense of 26,520.
 - 11)
- Respectfully Submitted,
Ron

Funding Status: We are included in the State Budget after 2 years of not being included for \$250,000 that we have traditionally received. Harvey reminds that we need to keep following up on Funding. STIP funds

over the next 4 years is a little over 14 million. USDA REAP Grant, missed this for this year but they are wanting us for this one, so next year we are looking to get in on it. Walt is running point, and Johanna will be brought in for support on writing at a later date.

Denali Commission Meeting: Had lunch on the boat with the management team, Johanna and some of the other staff. It was very beneficial for Johanna and others to get to meet them face to face. Denali Commission funds are unrestricted and can be used for federal grant match. The AMHS Highway Advisory Board was with them, and were surprised at our self-funding successes.

Chrissy & Ron have been working with the State for a fund swap for the Covid Money that they gave us, we have been limited on our ability to use it and missing out on FHWA funds because of it.

Ron mentions that we will be discussion a rate increase at our next meeting, we have not raised rates since 2021 and everything is costing more, so we need to take a look at how we are going to move forward.

Southeast Conference will be in September, it will be easy for anyone to go to.

A Letter of Support was written for the City of Saxman to get a ferry dock put in, moving the Lituya to dock in Saxman. Jeff asks what the State will do with where we are landing now. Ron reassures that we have a Use Agreement with the State so we will still be able to use that dock. Doug asks what will happen when we fill in for the Metlakatla run, if we will be able to use our dock or if we will have to go down to Saxman. Ron says no, we will continue operating as we do when we use it now.

General Update: FY2024 has been an amazing year of growth post COVID. We are even exceeding pre-COVID numbers. Ridership is up 6% on top of the 11% we were up last year. Vehicle ridership is up 5% from 2023 and 2023 was up 12% from 2022.

Back to Southeast Conference. SE Conference went through a process to redesign the Day boats for AMHS, and they have based it off of our boats. They and the AMHS Marine Advisory Board will meet with Captain Brad Crayne to go over how the boat handles. Otis asks if we are going to charge them for using our design. Ron says that once the fourth AMHS boat is delivered, the fifth one will be ours based on how SE Conference has it mapped out right now.

Doug asks about the Coffman Cove agreement that we had with the State for the Coffman Cove Terminal. The Coffman Cove City is wanting to use the Terminal as their City Hall. Chrissy says she would have to look at what we have, but she doesn't think we currently have an agreement since we haven't been using it.

Sam asks about the Mate/Relief Captain job, the last time he asked there had been some interviews but there was no one who met our standards, and he wants to know what our standards are. He points out that we are in a critical position with this job not being filled and wants to know what we can do to fill it. Sam says we need to establish a training program to prepare our licensed Mates to take over for the Captain. Ron says that we have been rotating our licensed crew through the wheelhouse to see, and based on the opinions of the Captains and Rich there is no one currently on staff who is capable of taking over that position, but it can be talked about further in the Executive Session. Ron says that the AMHS has taken steps to improve the retention of their Captains and we will be taking steps, which are included in the budget, along those same lines. Jeff asks how our wage compares. Ron says that it is less, but we have the benefit of our Captains, and crew, being able to go home at night. But the discrepancy between our wages and the AMHS are not as large as they once were in our new budget.

Sam asks about where we would be if an Engineer retired, Ron states that we have someone ready to step into the full time Engineer position.

8. Finance Report

Chrissy says that the FY22 and FY23 audits were completed by Christine Harrington, and this fall the FY24 audit will be completed. The FY25 Budget has been provided, this includes a slight increase in the insurance budgets, and a 5% COLA Wage Increase for all employees. Not included in the Budget is the matching funds for the upcoming POW overhaul, which is estimated at \$1.5 million. Chrissy says that the CRRSA Fund transfer with the state will be just over \$3 million. Chrissy says that Johanna has been working on a Port Security Grant, for Cybersecurity and cameras for the terminal. The match is a little higher for that grant at 26% but we do have that, it will be somewhere around \$75,000. And finally the Stikine haul out came out to be around \$200,000. Chrissy adds that in the budget she is hoping that our fuel costs stay around the \$3 mark, but she budgeted for it to be around \$3.65 and hopes that gives us some cushion. Chrissy says that looking at increasing fares will really help in our ticket sales and making up the difference.

Ron points out that the difference from this budget and the previous one is that since we are doing the fund swap and are eligible for the 5311 funds again is that the first budget included a 2.5% increase in wages but with the swap he feels we are at a place where we can do the 5% across the board and strategic increases.

9. Old Business

10. New Business

- a) Motion: Approve Resolution 2024-03 Providing 2nd Reading for the Establishment and Adoption of the Budget for Fiscal Year 2025 and Establishing an Effective Date” ; moved by Otis Gibbons and seconded by Doug Rhodes.

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

Motion Approved Unanimously

- b) Motion: Accept Appointment of Jefferies Nickerson and Fred Hamilton to the Board of Directors, with Board Terms Expiring June 30, 2028. Moved by Doug Rhodes and seconded by Harvey McDonald. Motion approved unanimously.
Sam comments a thank you to Klawock and Craig.
- c) Motion: Approve Resolution No. 2024-04 “Authorizing the Inter-Island Ferry Authority to Receive Funds from FTA Rural Transit Assistance Program (5311 Grant) and Any Other Government, Foundation or Private Funding for FY2025”; moved by Sam Mooney and seconded by Harvey McDonald. Motion was approved unanimously.
Otis thanks Christine Harrington for completing the audit for us.
- d) Motion: Approve Resolution No. 2024-06 “To Accept the Financial Report from Christine Harrington, CPA for FY2022”; Motion made by Otis Gibbons and seconded by Brian Wilson. Motion was approved unanimously.

- e) Motion Approve Resolution No. 2024-7 “To Accept the Financial Report from Christine Harrington, CPA for FY2023”; Motion made by Sam Mooney and seconded by Brian Wilson. Motion was approved unanimously.

11. Executive Session

- a. Motion: Recess Regular meeting at 12:52 and enter into Executive Session in order to maintain a reasonable expectation of privacy for the purpose of discussing the General Manager’s Evaluation and Employment Contract. I invite Ron Curtis into Executive Session; moved by Doug Rhodes and seconded by Harvey McDonald.
- b.

12. Reconvene Regular Meeting at 1:24

Chair	Klawock	Jeff Nickerson	present
Vice Chair	Thorne Bay	Harvey McDonald	present
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: Ron Curtis, Chrissy Torsey-Lucero, and Johanna Lambeth

Staff present via teleconference: Carly, Katie, Arthur, Kiya, Kristine

Public Present: DeeDee Jefferies

Public present via teleconference: Fred Hamilton

13. Action Items from Executive Session

- a. Motion: Approve that the General Manager Evaluation was satisfactory; moved by Harvey McDonald and seconded by Brian Wilson.

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

Motion Approved Unanimously

14. Board Comments

Doug thanks Otis for his service to the IFA from the beginning. And Jeff echoes that he has appreciated sitting at this table with him. Otis jokes about our two board members who are both fishermen, and how hard it will be for check signing in July and August. Otis then says we should adjourn, for his last time!

15. Schedule Next Meeting TBA

16. Adjournment Motion: Adjourn meeting at 1:28 pm; moved by Otis Gibbons and seconded by Sam Mooney. Motion approved unanimously.