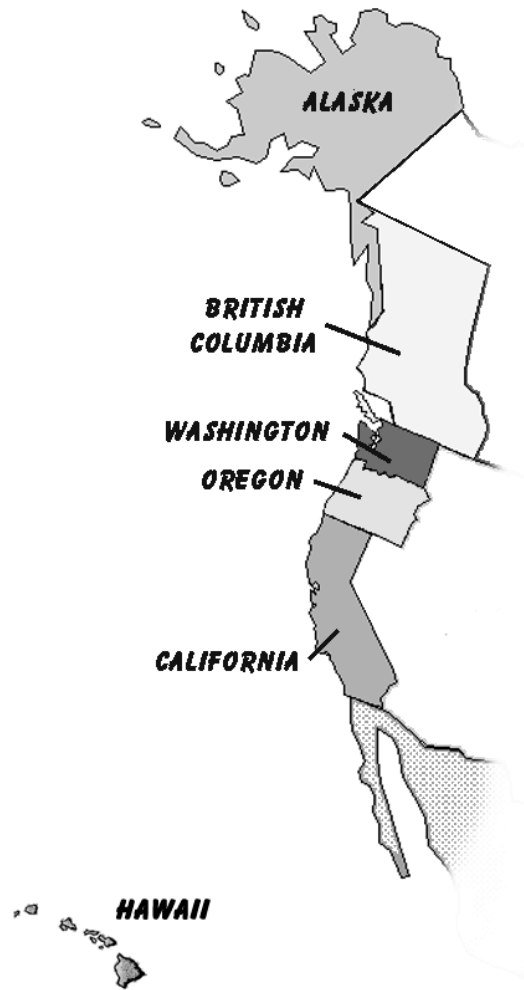


**The Pacific States/British Columbia  
Oil Spill Task Force  
2007-2008 Annual Work Plan**



**Alaska • British Columbia • California • Hawaii • Oregon • Washington**

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# 2007-2008 Annual Work Plan

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# Pacific States/British Columbia Oil Spill Task Force 2007-2008 Annual Work Plan

## Statement of Authority

This document represents a consensus of the 2007 Pacific States/British Columbia Oil Spill Task Force Members concerning a common sense of purpose and direction for the work year from 2007 to 2008. This Annual Workplan is adopted pursuant to and follows the intent of the Pacific States/British Columbia Oil Spill Memoranda of Cooperation of 1989 and 2001 and the 2004-2009 Strategic Plan, and is endorsed by the following members:

- Signed by Lisa Curtis, Administrator, Office of Spill Prevention and Response, California Department of Fish and Game, on July 31, 2007
- Signed by Larry Hartig, Commissioner, Alaska Department of Environmental Conservation, on August 9, 2007
- Signed by Laurence Lau, Deputy Director for Environmental Health, Hawaii Department of Health, on August 13, 2007
- Signed by Polly Zehm for Jay Manning, Director, Washington Department of Ecology, on August 16, 2007
- Signed by Dick Pedersen, Deputy Director, Oregon Department of Environmental Quality, on August 9, 2007
- Signed by J.S. Mattison for Joan Hesketh, Deputy Minister, British Columbia Ministry of Environment, on July 31, 2007

(Signatures are on file at the Pacific States/British Columbia Oil Spill Task Force office)

### Spill prevention objective

TO PREVENT OIL SPILLS FROM VESSELS, PIPELINES, FACILITIES, VEHICLES, AND RAILROADS THROUGH DEVELOPMENT AND IMPLEMENTATION OF REGULATORY AND PUBLIC/PRIVATE PARTNERSHIPS.

#### TASK I: The Pacific States/BC Oil Spill Task Force Database Project

**Goal:** *Maintain a regional database of spills in our member jurisdictions which includes information on spill trends and causal factors*

**Lead Responsibility:** Camille Stephens, Alaska Department of Environmental Conservation

##### Process and Timeline:

**Step 1:** Continue the Database Project Workgroup with the following charter:

- Identify short-term steps and goals that will incrementally achieve the project goal.
- Continue to refine data submittals consistent with the Task Force Data Dictionary, including refining applications of the terms "other" and "unknown".
- Incorporate collection of data that reflects activity occurring at the time of a spill for use in sensitivity analyses, with emphasis on activities involved in the various oil transfer operations.
- Refine causal investigations and information entered into the database to achieve a level of specificity that supports effective analysis while conforming to the collection capabilities of member agencies. Strive to improve member agency analysis and collection capabilities where appropriate.
- Submit data semi-annually in order to promote a consistent application of effort and quality review by member agencies.
- As the quality and scope of data submission continues to improve, collaborate to design an application that facilitates import of data submissions by member agencies as well as analysis of the regional information for trends and causal factors.
- The workgroup will be composed of one representative from each member agency; such representative should be assigned the Task Force database responsibilities at the operational level within the agency, should be conversant with data entry and quality issues, and be familiar with Access database principles. The workgroup chair will be Camille Stephens of the Alaska Department of Environmental Conservation.

**Target Date:** The workgroup will convene primarily by conference call, quarterly or as needed.

##### Task I Workload:

- Each Agency: Assign a representative to the project workgroup and support their participation. Provide a firm commitment of the necessary resources at the agency operational/middle management level.
- AK Department of Environmental Conservation: Provide necessary project leadership.

- BC Ministry of Environment: Provide liaison with the Provincial agency that manages spill data and facilitate British Columbia's participation in this project.
- Coordinating Committee: Monitor and advise regarding task implementation.
- Executive Coordinator: Provide necessary coordination and project staffing.

## **TASK II: Preventing Spills from Pipelines**

**Goal:** *To prevent spills from pipelines carrying either crude or refined petroleum product while also improving pipeline spill preparedness and response.*

**Lead Responsibility:** The Executive Coordinator and the Coordinating Committee

### **Process and Timeline:**

**Step 1:** Compile a table comparing both U.S. and Canadian federal and jurisdictional regulations governing pipeline spill prevention, preparedness, and response, including training requirements for operators. Also report on the status of Geographic Response Plans for pipelines in each jurisdiction.

**Target Date:** January, 2007

**Step 2:** The Task Force Coordinating Committee will develop a Scope of Work for a Pipeline Project Workgroup, including, but not limited to the following issues: a regulatory gap analysis based on the comparative table; defining regulatory agency relationships and identifying opportunities for cooperation; reducing 3<sup>rd</sup> party damage; land use issues affecting pipelines; strategies to expedite permits to replace pipeline sections that represent spill risks; evaluating standards for valve spacing; improving risk-based management by both operators and regulators.

**Target Date:** April, 2007

**Step 2:** The Coordinating Committee will identify a Chairperson as well as key stakeholders to form the Pipeline Project Workgroup and develop a work plan to address this Scope of Work.

**Target Date:** June, for the 2008-2009 work year

### **Task II Workload:**

- Each Agency: Identify Points of Contact for this project.
- Coordinating Committee: Responsible for Step 2 above and project oversight and guidance.
- Executive Coordinator: Responsible for Step 1 above, plus coordination and support required to implement of all steps.

## **TASK III: Report on the status of implementation and efficacy of the West Coast Offshore Vessel Traffic Risk Management (WCOVTRM) Project Workgroup's Recommendations**

**Goal:** *Report to the Task Force Members regarding to what extent, and to what effect, the 2002 recommendations of the WCOVTRM Workgroup have been implemented.*

*Include recommendations regarding how the Task Force - in partnership with the U.S.*

and Canadian Coast Guards - should continue to implement these or alternative recommendations.

**Lead Responsibility:** Task Force Executive Coordinator & Rick Holly, OSPR

**Process and Timeline:**

**Step 1:** The Project Co-Chairs (Rick Holly and Steve Danscuk of the U.S. Coast Guard) will work with the Executive Coordinator and Coordinating Committee to review the implementation ratings and recommendations for further action submitted by the WCOVTRM Project Workgroup in June. Further recommendations will be considered based on the WCOVTRM Workgroup's 2002 criteria (see p.55 of the 2002 Final Report).

**Target Date:** July - August, 2007

**Step 2:** A final report will be compiled that covers the implementation status and recommendations for further actions. This report will be posted on the Task Force website and a presentation on the report will be given at the Clean Pacific Conference.

**Target Date:** September, 2007

**Step 3:** As noted in Step 1 above, the Coordinating Committee will consider recommendations from the WCOVTRM Workgroup for further action on this project, and will revise this 2007-2008 Annual Work Plan to incorporate those steps as necessary.

**Target Date:** September - October, 2007

**Task III Workload:**

- Each Agency: Identify Points of Contact for this project.
- OSPR: Rick Holly, Project Co-Chair with Steve Danscuk, U.S. Coast Guard, to participate in analysis and provide guidance.
- Coordinating Committee: Step 3 above, plus monitor and advise regarding task implementation.
- Executive Coordinator: Coordinate and support implementation of all steps identified above.

**TASK IV: Advocate for Best Industry Practices (BIPs) for Vessels and Tug/Tank Barges**

**Goal:** Communicate recommendations regarding Best Industry Practices to prevent oil spills from tank and non-tank vessels 300 GT or larger, and from tank barges.

**Lead Responsibility:** Executive Coordinator with technical support from Laura Stratton, Washington Department of Ecology

**Process and Timeline:**

**Step 1:** The US Coast Guard Pacific Area recommended that the West Coast Harbor Safety Committees (HSCs) develop Standards of Care for their ports consistent with the Best Industry Practices. The Task Force will continue to monitor the West Coast Harbor Safety Committees progress in promoting the Best Industry Practices.

**Target Date:** Ongoing

**Step 2:** Work with the American Waterways Operators (AWO) Pacific Region to convene the AWO/USCG Pacific Region Quality Steering Committee to endorse and develop a plan for implementing the tug/tank barge Best Industry Practices.

**Target Date:** As soon as possible

**Task Workload:**

- Each Agency: Identify Points of Contact and assist with communications and outreach.
- WA Department of Ecology: Provide policy leadership and technical support.
- Coordinating Committee: Monitor and advise regarding task implementation.
- Executive Coordinator: Lead on implementation of all steps identified above.

**TASK V: Pacific Oil Spill Prevention Education Team (POSPET)**

**Goal:** Support the Pacific Oil Spill Prevention Education Team's campaign to prevent small oil spills from fishing and recreational vessels as well as marinas.

**Lead Responsibility:** Task Force Executive Coordinator with Eric Olsson, POSPET Chair and representatives of member agencies assigned to POSPET

**Process and Timeline:**

**Step 1:** Provide planning and logistical support for POSPET meetings in the spring and fall and for information exchange between meetings using an email listserve. Support efforts to recruit new POSPET members.

**Target Date:** Ongoing

**Step 2:** Work with POSPET members to support their outreach by providing a website and facilitating printing and distribution of campaign materials.

**Target Date:** Ongoing

**Step 3:** Keep POSPET members advised regarding usage data for 1-800-OILS-911.

**Target Date:** Ongoing

**Task Workload:**

- Executive Coordinator: Lead responsibility for Steps above, plus report to the Coordinating Committee.
- Each Agency: Appoint at least one person to participate in POSPET for their jurisdiction; such a contact does not need to be limited to the member agency if another agency has a mandate to provide spill prevention education to recreational boaters and marinas. Participation in POSPET meetings may be done by conference call.
- Coordinating Committee: Monitor and advise on task implementation.

**TASK VI: Monitor the Double Hull Conversion of the TAPS Fleet and Share Information on All Vessels of Concern**

**Goal:** Monitor the double-hull conversion of tankers in the TAPS trade and share relevant information regarding incidents, inspections, near-misses, disabled vessel coastal

*transit plans, for tank ships, tank barges, and non-tank vessels transiting between member jurisdictions.*

**Lead Responsibility:** Executive Coordinator and Laura Stratton, Washington Department of Ecology

**Process and Timeline:**

**Step 1:** Ecology will maintain and provide a listing of TAPS tankers that includes vessel names, build dates, retirement dates, and owner/operators, in order to monitor the age, new build construction status, and double-hull conversion dates for TAPS trade tankers. As this information is updated, it will be expanded to include an analysis of what percentage of the TAPs tanker fleet are single hull, double-bottom, and double hull.

**Target Date:** Quarterly or as needed to reflect new information

**Step 2:** The Executive Coordinator will request information from the U.S. Coast Guard regarding TAPS tanker inspections and any trends of concern identified by their Critical Area Inspection Program (CAIP).

**Target Date:** Annually

**Step 3:** All member agencies will share information with one another regarding both tank and non-tank vessel inspections, incidents, near-misses, and disabled vessel coastal transit plans, which indicate possible risks to other member jurisdictions.

**Target Date:** Ongoing

**Task Workload:**

- Laura Stratton (WDOE) will take the lead on tracking and advising the Coordinating Committee regarding double-hull conversions, new build construction status, and the status of the TAPS fleet.
- Each Agency: Identify Points of Contact for information exchange regarding incidents, near-misses, and inspection problems for both tank and non-tank vessels, as well as tank barges, which are transiting between member jurisdictions.
- Executive Coordinator and Coordinating Committee: Monitor and facilitate task implementation. Contact the USCG regarding CAIP inspections of TAPS tankers.

**TASK VII: Host a Roundtable discussion on Green Ports**

**Goal:** To promote collaboration among regional ports towards the goal of providing services to vessels as well as changing their own operations in order to reduce environmental impacts.

**Lead Responsibility:** Executive Coordinator and Coordinating Committee

**Process and Timeline:**

**Step 1:** Draft an agenda, identify speakers, and make logistical arrangements for the event.

**Target Date:** January, 2008



**Step 2:** Invite and confirm speakers; promote the event, and manage registrations and logistics.

**Target Date:** End of March, 2008

**Step 3:** Host the Green Ports Roundtable in the LA/LB area

**Target Date:** April 8, 2008

**Task Workload:**

- Executive Coordinator: Lead responsibility for Steps above, plus report on progress to the Coordinating Committee.
- Coordinating Committee: Monitor and advise on task implementation.

**TASK VIII: Monitor Spill Prevention Topics of Concern**

**Goal:** Monitor and share information on the following Spill Prevention Topics of Concern:

- Cruise ship operations with regard to spills and other water pollution impacts
- Oil spill prevention research and development, including Best Available Technology (BAT) and Best Achievable Protection (BAP)
- Offshore Lightering
- Oil spill risks from sunken vessels
- Waste oil dumping by deep draft commercial ships
- Vessel and Facility Oil Transfer regulations
- Spills from trucks and railroads
- Salvage capabilities and regulations (refers to emergency stabilization, firefighting, and lightering)
- Liquefied Natural Gas shipping and terminal operations
- Tug escort requirements
- Towing vessel inspection regulations
- Green Ports
- Ballast water regulations preventing spread of invasive aquatic species
- Federal preemption issues
- Spill Prevention Lessons Learned
- Vessel traffic trends and risk assessments or studies

**Responsibility:** Executive Coordinator, Coordinating Committee, designated Points of Contact

**Process:** Share information at quarterly meetings or as needed between meetings

**Timeline:** Ongoing

**Task Workload:**

- Executive Coordinator and Coordinating Committee: Monitor and share information on Topics of Concern between and at quarterly meetings.
- Each Agency: Establish Points of Contact to monitor and exchange information on Topics of Concern.

**SPILL PREPAREDNESS AND RESPONSE OBJECTIVE**  
TO ENHANCE OIL SPILL PREPAREDNESS AND RESPONSE CAPABILITIES IN U.S.  
AND CANADIAN PACIFIC COASTAL AREAS.

**TASK I: Advocate for increases in U.S. Limits of Liability**

**Goal:** *To maintain the solvency of the U.S. Oil Spill Liability Trust Fund, petition appropriate federal agencies to increase the OPA Limit of Liability to reflect increases in the CPI since 1990.*

**Lead Responsibility:** Executive Coordinator

**Process and Timeline:**

**Step 1:** Submit letters of petition to the U.S. Environmental Protection Agency for non-transportation related onshore facilities; to the Department of Interior for offshore facilities and related pipelines; and to the Department of Transportation for transportation-related onshore facilities, deepwater ports, and onshore pipelines, motor carriers, and railroads. Ask the Secretary of each agency to initiate rulemaking to increase the Oil Pollution Act Limit of Liability for these regulated entities to reflect increases in the CPI since 1990.<sup>1</sup>

**Target Date:** January 2007

**Step 2:** Track rulemaking and the public docket regarding our letter petitioning the Department of Homeland Security (i.e., the U.S. Coast Guard) to initiate rulemaking to increase the Oil Pollution Act Limit of Liability to reflect increases in the CPI since 1990 for oil handling facilities under their authority.

**Target Date:** Ongoing

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<sup>1</sup> In November, 2005 the Pacific States/British Columbia Oil Spill Task Force petitioned the U.S. Coast Guard to adjust the Limits of Liability for tank vessels, tank barges, non-tank vessels, and appropriate facilities by the Consumer Price Index (CPI) increase since the Oil Pollution Act (OPA) was passed in 1990. That petition for rulemaking and response are located at <http://dms.dot.gov/>; the complete docket number is USCG-2005-23163. The Delaware River Protection Act of 2006 amended and increased liability limits under OPA for all vessel types - i.e. all tank vessels, which includes tank barges, as well as other non-tank vessels. The increases to limits were approximately 50%, which roughly corresponds to the consumer price index increases since OPA was enacted. Increases to liability limits for single hull tank vessels (approximately 150%) far exceeded consumer price index increases. The Act also amended the provision authorizing further increases to limits based on consumer price index increases to begin from the date of enactment of the Act. Authority for future rulemaking to increase vessel limits of liability is limited to consumer price increases. The USCG is now required to make those adjustments every three years.

Step 3: Track the public docket regarding rulemaking by U.S. Environmental Protection Agency, the Department of Interior, and the Department of Transportation in response to our petitions.

**Target Date:** Ongoing

**Task Workload:**

- Executive Coordinator: Overall implementation and coordination as described above.
- Coordinating Committee: Advice and oversight.

**Task II: Review U.S. and Canadian Transboundary Planning and Response Issues**

**Goal:** *Convene a stakeholder workgroup to review U.S./Canadian transboundary spill response issues and capabilities, and to develop recommendations for improvements.*

**Lead Responsibility:** Dave Byers, Washington Department of Ecology

**Process and Timeline:**

**Step 1:** Building on lessons learned from the April 2007 CANUSPAC drill and the September 2007 CANUSDIX drill, as well as the Clean Pacific Sessions 2C (*Transboundary and Trans-jurisdictional Issues*) and 3A (*Spill Incident Management Teams*), the Task Force Coordinating Committee will identify key stakeholders to be invited to participate in a comprehensive review of U.S./Canadian transboundary spill response issues. The Coordinating Committee will also develop the Scope of Work for this U.S./Canadian Transboundary Spill Response Workgroup, including, but not limited to the following issues: waste management, financial reciprocity regarding claims, wildlife care and management, integration of key players and affected parties (states, the Province, local governments, tribes/First Nations, landowners, etc) into the response structure, consistency of response paradigms across borders, the roles, responsibilities, and liabilities of the Responsible Party across borders, decision-making protocols for use of In-Situ Burning and Dispersants, decision-making protocols for dealing with a Places of Refuge request, response capabilities, and Mutual Aid protocols.

**Target Date:** January, 2008

**Step 2:** The Workgroup is convened and a work plan is adopted to implement the Scope of Work. This Workplan may go beyond the period covered by this annual work plan (7/1/07-6/30/08), as needed. Subcommittees may be formed as needed. A schedule including both conference calls and meetings in rotating U.S. and Canadian locations will be included in the work plan. The Work Plan is submitted to the Coordinating Committee for approval.

**Target Date:** April, 2008

**Step 3:** Subcommittees and the full U.S./Canadian Transboundary Spill Response Workgroup proceed to implement the approved workplan. The Workgroup Chairs will submit a quarterly Progress Report to the Coordinating Committee for review and comment.

**Target Date:** Ongoing after April, 2008

**Step 4:** The U.S./Canadian Transboundary Spill Response Workgroup produces a final report and recommendations to improve the U.S./Canadian spill response between the Alaska, British Columbia, and Washington borders.

**Target Date:** To be determined in the Work Plan developed in Step 2 above.

**Step 5:** The Task Force Coordinating Committee decides whether to recommend a similar process addressing US /Mexico transboundary issues affecting California.

**Target Date:** As soon as appropriate after completion of Step 4.

**Task Workload:**

- Executive Coordinator: Project Workgroup staffing and coordination. Serve as liaison to the Coordinating Committee as needed.
- Coordinating Committee: Develop the Scope of Work, identify stakeholders to be invited to participate, and participate as appropriate. Provide ongoing advice and oversight.

**Task III: Track changes to ICS guidance and forms regarding oil spill response**

**Goal:** *To provide feedback from U.S. Task Force Member Agencies to the U.S. Coast Guard and the NIMS Integration Center regarding the 2006 Edition of the Incident Management Handbook.*

**Lead Responsibility:** Larry Iwamoto, Alaska Department of Environmental Conservation

**Process and Timeline:**

**Step 1:** A standing committee (including Mike Zollitsch of Oregon DEQ, Larry Iwamoto of the Alaska DEC, Elin Storey of the Washington Department of Ecology, Chris Klumpp from California OSPR, and Curtis Martin from the Hawaii Department of Environmental Health) will be convened by conference call as necessary to review and comment on proposed changes to the U.S. federal guidance regarding the use of the Incident Command System for oil spill response. Consensus comments will be provided to the Coordinating Committee for review/comment prior to filing on behalf of the Pacific States/British Columbia Oil Spill Task Force.

**Target Date:** Ongoing, as needed

**Task Workload:**

- Executive Coordinator: Staff support and coordination for the Committee.
- Coordinating Committee: Provide comment on the draft recommendations, and provide general project oversight.

#### **TASK IV: Maintain the Integrated Vessel Response Plan Matrix and other Comparative Tables**

**Goal:** *Maintain the Integrated Vessel Response Plan (IVRP) guidance matrix for tank vessels, the vessel and facility contingency plan tables, the COFR table, and other tables produced by the Task Force to compare member regulations/standards.*

**Lead Responsibility:** Executive Coordinator

##### **Process and Timeline:**

**Step 1:** As member agency or federal regulations affecting contingency plan or other requirements are adopted or revised, update the IVRP and other comparative tables to reflect such changes.

**Target Date:** As needed

**Step 2:** If Member Agencies and the U.S. Coast Guard are willing to accept non-tank vessel plans in the IVRP format, develop a similar matrix for non-tank vessel contingency plans.

**Target Date:** As needed

**Step 3:** Publish revisions on both the Task Force web site as appropriate.

**Target Date:** As needed

##### **Task Workload:**

- Coordinating Committee: Advise the Executive Coordinator of any rule revisions by their agencies affecting vessel contingency plans.
- Executive Coordinator: Overall coordination and implementation as described above.

#### **TASK V: Maintain and extend the OILS 911 Spill Reporting Number**

**Goal:** *Maintain and monitor use of the 1-800-OILS-911 spill reporting phone number for British Columbia, Washington, Oregon, and California.*

**Lead Responsibility:** Executive Coordinator

##### **Process and Timeline:**

**Step 1:** Pay the fee to maintain the 1-800-OILS-911 spill reporting system.

**Target Date:** Monthly

**Step 2:** Provide Coordinating Committee with usage reports on the spill reporting system.

**Target Date:** Quarterly

**Step 3:** Each participating member agency will ensure that participation by their jurisdiction is running smoothly and that information regarding the OILS 911 number is provided to their recreational boating and fishing community.

**Target Date:** Ongoing

**Step 4:** Investigate the possibility of expanding OILS 911 to Alaska and implement as possible.

**Target Date:** Fall-Winter, 2007

**Task Workload:**

- Coordinating Committee: Ensure that member agency responsibilities are met and report any problems to the Executive Coordinator.
- Executive Coordinator: Overall coordination and implementation as described above.

**TASK VI: Spill Preparedness/Response Topics of Concern**

**Goal:** Monitor and share information on the following Spill Preparedness/Response Topics of Concern:

- Oil spill drill programs
- Status and solvency of the US federal Oil Spill Liability Trust Fund
- Applied response technologies and regulations
- Spill Response research and development
- Mutual Aid experiences and issues; any necessary updates to the Task Force Mutual Aid Agreements
- Oil Spill Response Organization (OSRO) certifications, mergers, mutual aid, and response capabilities
- Natural Resource Damage Assessment (NRDA) initiatives, issues, and activities, including NRDA assessments and collections
- Coordination of inter-jurisdictional wildlife care
- West Coast sea bird and other vulnerable marine populations threatened by oil spills
- Development of remote sensing capabilities, application of RADARSAT, and implementation of 24-hour response operations where it would be safe and effective
- Impacts of Avian Influenza on oiled bird rescue/rehabilitation and worker safety
- Preparedness/Response Lessons Learned
- Contingency plan regulations and preparedness/response issues re: nontank vessels
- Track planning for Potential Places of Refuge and applications of POR decision-making guidelines

**Responsibility:** Executive Coordinator, Coordinating Committee, designated Points of Contact

**Process:** Share information at quarterly meetings or as appropriate between meetings.

**Timeline:** Ongoing

**Task Workload:**

- Executive Coordinator and Coordinating Committee: Monitor and share information on Topics of Concern between and at quarterly meetings.
- Each Agency: Establish Points of Contact to monitor and exchange information on Topics of Concern.

## COMMUNICATIONS OBJECTIVE

TO CONTINUOUSLY IMPROVE COMMUNICATIONS WITHIN THE TASK FORCE AS WELL AS WITH KEY STAKEHOLDERS AND THE GENERAL PUBLIC, AND TO MAINTAIN A HIGH LEVEL OF PUBLIC AND STAKEHOLDER INVOLVEMENT IN TASK FORCE ACTIVITIES.

### A. STAKEHOLDER OUTREACH/EXTERNAL COMMUNICATIONS

#### **TASK I: Host a Clean Pacific Conference in September, 2007**

**Goal:** Working with the TradeFair Group, plan and host the first two-day biennial conference in Seattle in September of 2007, which will incorporate the 2007 Annual Meeting.

**Lead Responsibility:** The Executive Coordinator, the WA Department of Ecology, and the Coordinating Committee

**Process and Timeline:**

**Step 1:** Work with TradeFair Group staff to provide input and guidance on Program development, including preparations for sessions chaired by Task Force Coordinating Committee members or the Executive Coordinator.

**Target Date:** July 1 through September 14, 2007

**Step 2:** Executive Coordinator and Coordinating Committee to work with TradeFair Group to review Clean Pacific Grant applications.

**Target Date:** July, 2007

**Step 3:** Promote Clean Pacific and help TradeFair Group staff secure Supporters and Sponsors for Clean Pacific.

**Target Date:** July through September 14, 2007

**Step 4:** Executive Coordinator and Coordinating Committee to work with TradeFair Group to select a site for Clean Pacific 2009.

**Target Date:** July - August 2007

**Step 5:** Executive Coordinator and Coordinating Committee to work with the Task Force Members regarding their presentations on September 14<sup>th</sup> and their participation in the Conference as well as the briefing session Sept. 12<sup>th</sup>.

**Target Date:** July through September 14, 2007

**Step 6:** Executive Coordinator to develop and present a report on the Oil Spill Task Force activities, spill data, and new work plan.

**Target Date:** September 14, 2007

**Step 7:** Executive Coordinator to work with Alaska DEC, British Columbia MOE, and Oregon DEQ to set up and staff a booth at Clean Pacific. Displays, promotional material, annual reports, and other literature should be developed. WA Ecology and CA OSPR will set up and staff booths as well.

**Target Date:** September 12-14, 2007

**Step 8:** Work with TradeFair, Inc. to review event and "lessons learned."

**Target Date:** September - October, 2007

**Task Workload:**

- Each Agency: Assign at least one staff person to the Program Committee
- WA Department of Ecology: Assume additional "host agency" responsibilities as necessary, including confirming the Keynote Speaker and serving as the Clean Pacific "Host" for the General Sessions.
- Coordinating Committee: Provide guidance and oversight as necessary. Identify Supporters and Sponsors, maintain links to Clean Pacific on their websites, and serve as Session Chairs as needed.
- Executive Coordinator: Serve as Chair for Session 1E. Overall coordination of implementation as described above.

**TASK II: Stakeholder Outreach**

**Goal:** *Provide opportunities for public involvement in Task Force deliberations and education about Task Force activities.*

**Lead Responsibility:** The Executive Coordinator will take the lead, working with the Coordinating Committee and Task Force Members.

**Process and Timeline:**

**Step 1:** As approved by the Coordinating Committee, invite key stakeholders to participate in project work groups.

**Target Date:** Ongoing

**Step 2:** Invite the public to attend Clean Pacific and the 2008 Annual Meeting. Host an issue-specific Roundtable event each year. Programs and themes for these events will be approved by the Coordinating Committee.

**Target Date:** Annually

**Step 3:** In conjunction with the Annual Meeting or Clean Pacific Conference, produce an Annual Report on Task Force and member agency activities and accomplishments.

**Target Date:** Mid-August for the 2007 Annual Report

**Step 4:** The Executive Coordinator will respond to information requests and speaking invitations, plus attend hearings, meetings, and conferences consistent with the mission of the Task Force and the interests of its member agencies.



**Target Date:** Ongoing

**Step 5:** Coordinating Committee members will serve as points of contact for other state or provincial agencies as needed to insure that all appropriate issues are before the Task Force. As key stakeholders, other agencies will be invited to provide updates on their activities when appropriate.

**Target Date:** Ongoing

**Step 6:** Maintain contacts with key US and Canadian federal agencies and other coastal states and provinces.

**Target Date:** Ongoing

**Step 7:** The Executive Coordinator will represent the Task Force at meetings of the American Petroleum Institute's Spills Advisory Group and the AWO/USCG Quality Steering Committee for the Pacific Region.

**Target Date:** Meetings as scheduled

**Task Workload:**

- Each Agency: Provide agency program information for the Annual Report.
- Coordinating Committee: Responsible for Steps 1, 2, 5, and 6 above, and to help identify key stakeholders from their jurisdictions to be included on project workgroups or roundtable panels.
- Executive Coordinator: Overall coordination and implementation as described above.

**TASK III: Maintain the Task Force Website**

**Goal:** *Maintain the website which provides information on the Task Force and its activities as well as links to member and federal agency websites.*

**Lead Responsibility:** Executive Coordinator

**Process and Timeline:**

**Step 1:** Ensure that current information including meeting and event announcements and summary notes, reports including the Annual Report, comments, agreements, member websites, Annual Work Plans, and the current Strategic Plan are available on the website.

**Target Date:** Ongoing

**Step 2:** Provide notice to key stakeholders and media contacts when event notices, newsletters, or other items of current interest are posted on the website.

**Target Date:** Ongoing

**Step 3:** Maintain a calendar of relevant conferences and events.

**Target Date:** Ongoing

**Task Workload:**

- Each Agency: Use the web site as a resource for information on Task Force activities, reports, resolutions, and agreements.

- Coordinating Committee: Ensure that links for their agency sites are current on the Task Force website. Ensure that their agency website provides a link to the Task Force site.
- Executive Coordinator: Provide Task Force information in electronic format to the webmaster and periodically review the website for accuracy and currency. Provide notice of postings to stakeholders and media contacts.

#### **TASK IV: Track Federal Policy Development**

**Goal:** *Track policy development at the US and Canadian federal levels, as well as at international levels, and provide comment and input on behalf of the Task Force.*

**Lead Responsibility:** The Executive Coordinator will take the lead with US and Canadian federal and international agencies.

##### **Process and Timeline:**

**Step 1:** Notify the Coordinating Committee of chances for comment or input to federal or international initiatives.

**Target Date:** Ongoing

**Step 2:** Written comments will be coordinated by the Executive Coordinator according to established procedures<sup>2</sup>.

**Target Date:** Ongoing

##### **Task Workload:**

- Each Agency: Suggest opportunities for comment. Draft comments as they choose.
- Coordinating Committee: Suggest opportunities for comment. Review opportunities for comment and submit drafts by specified deadlines.
- Executive Coordinator: Overall coordination and implementation as described above.

#### **TASK V: Maintain the Legacy Awards Program**

**Goal:** *Create incentives to reduce the risks and the impacts of oil spills by maintaining the Legacy Awards program. Legacy Awards honor and publicize public and private sector initiatives that go beyond regulatory requirements to improve oil spill prevention, preparedness, and response.*

**Lead Responsibility:** Executive Coordinator

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<sup>2</sup> Task Force comment procedures are as follows:

1. Executive Coordinator or a member agency notifies the Coordinating Committee of a comment opportunity. The Executive Coordinator sets a deadline for draft comments to be submitted.
2. Member agencies' draft comments are compiled or an initial draft is developed by the Task Force. This draft is sent to the Coordinating Committee for a review and comment process until consensus is achieved.
3. Final consensus comments are submitted on behalf of the Task Force.
4. Nothing in this process precludes member agencies from submitting their own comments as well.

**Process and Timeline:**

**Step 1:** Task Force Members chose 2007 Legacy Award winners. Notifications are sent and awards ordered.

**Target Date:** July - August, 2007

**Step 2:** 2007 Legacy Award Winners are announced.

**Target Date:** Late August, 2007

**Step 3:** 2007 Legacy Awards are presented at the Opening Session of the Clean Pacific Conference.

**Target Date:** September 13, 2007

**Step 4:** Announce the 2008 Awards program and seek nominations two months prior to any deadline.

**Target Date:** April - May 2008

**Step 5:** The Coordinating Committee reviews 2008 nominations and makes award recommendations to the Task Force Members, who make final selections, not to exceed five.

**Target Date:** June - July 2008

**Task Workload:**

- Each Agency: Task Force members review the Coordinating Committee's recommendations and makes final decisions on Legacy Award winners.
- Coordinating Committee: Review and discuss nominations as compiled by the Executive Coordinator, and make final recommendations to the Task Force Members. Provide additional research on nominees if necessary.
- Executive Coordinator: Overall coordination and implementation as described above.

**TASK VI: Meet with US and Canadian Federal Agencies**

**Goal:** *The Coordinating Committee and/or the Executive Coordinator will meet annually with both US and Canadian federal oil spill regulatory agencies to identify and facilitate partnership opportunities on regional issues of common concern.*

**Lead Responsibility:** Executive Coordinator

**Process and Timeline:**

**Step 1:** Arrange meeting with the U.S. Coast Guard, Pacific Area, in conjunction with the Coordinating Committee's winter meeting.

**Target Dates:** January 10, 2008

**Task workload:**

- Coordinating Committee: Participate in discussions outlined above, follow-through as necessary.

- Executive Coordinator: Facilitate discussions and arrange for meetings with federal officials.

## **TASK VII: Expand the Task Force network of Contacts with Coastal States & Provinces**

**Goal:** *Continue to expand our network of contacts in other coastal U.S. states and Canadian provinces for purposes of information sharing, promotion of Unified Command, advancement of state/provincial interests, and enhanced opportunities for mutual aid during major oil spills.*

**Lead Responsibility:** Executive Coordinator

### **Process and Timeline:**

**Step 1:** Maintain Points of Contact with the Gulf of Mexico states for purposes of information sharing and mutual aid.

**Target Date:** Ongoing

**Step 2:** Identify Points of Contact among Atlantic Coast states and provinces for purposes of information sharing and mutual aid.

**Target Date:** Ongoing

### **Task workload:**

- Coordinating Committee: Provide oversight and guidance.
- Executive Coordinator: Overall coordination and implementation as described above.

## **B. INTERNAL COMMUNICATIONS**

### **TASK I: Continuous Improvement of Communications between Member Agencies**

**Goal:** *Continue to improve communications between Task Force member agencies.*

**Lead Responsibility:** The Executive Coordinator and the Coordinating Committee

### **Process and Timeline:**

**Step 1:** The Executive Coordinator will provide a compilation of news clippings to the Coordinating Committee and other agency contacts in order to share information on key events and initiatives that may affect Task Force member agencies.

**Target Date:** Ongoing

**Step 2:** Exchange information on member agency initiatives and activities, including training opportunities. Encourage member agencies to share staff expertise.

**Target Date:** Ongoing

**Step 3:** Maintain a current Contact List of Task Force Members and Coordinating Committee members. Points of Contact from each agency for the Tasks and Topics of Concern noted in this Work Plan will be identified.

**Target Date:** Update as needed

**Step 4:** Produce a concise Midterm Status Report to Task Force Members on the progress of Annual Work Plan projects and other current activities, and to highlight important emerging issues.

**Target Date:** February 2008

**Step 5:** Use methods of electronic communication such as phone, email, or video-conferencing to supplement or replace travel to meetings.

**Target Date:** Ongoing, as resources allow

**Step 6:** Maintain a contact list for key stakeholders. Periodically circulate the list for Coordinating Committee review.

**Target Date:** Ongoing maintenance; list circulated periodically for review

**Step 7:** The Coordinating Committee will meet for purposes of information exchange and Task Force administration, rotating meeting locations among member jurisdictions.

**Target Dates and Locations:**

- September by conference call after Clean Pacific Conference/Annual Meeting
- January 9-10, 2008: Honolulu, Hawaii
- April 9-10, 2008: LA/LB in conjunction with the Roundtable on 4/8
- July 8-9, 2008: Alaska (location TBD)

**Step 8:** The Task Force Members will evaluate membership expansion proposals in response to any request to do so by any current Member.

**Target Date:** As needed

**Task Workload:**

- Each Agency: Share staff expertise and support Coordinating Committee member's involvement.
- Coordinating Committee: Facilitate ongoing information exchange among member agencies; review and update the Contact List and Staff Directory as requested. Encourage the exchange of staff among agencies. Participate in Coordinating Committee meetings. Interpret the work of the Task Force to their program staff and interpret their program staff needs to the Task Force as appropriate. Member agency spill program staff should communicate regional or U.S./Canadian Transboundary information of concern through their Coordinating Committee member.
- Executive Coordinator: Overall coordination and implementation as described above.

## C. PLANNING

### **TASK I: Develop the 2008-2009 Annual Work Plan**

**Goal:** Develop the 2008-2009 Annual Work Plan pursuant to the mission, goals, objectives, and tasks outlined in the 2004-2009 Strategic Plan

**Lead Responsibility:** The Executive Coordinator

**Process and Timeline:**

**Step 1:** The Executive Coordinator will provide the Coordinating Committee with an outline of possible tasks to be addressed under each objective from the Strategic Plan. These tasks may include ongoing tasks, tasks necessary to follow-up and implement projects from the prior year, and new tasks, either as identified in the 2004-2009 Strategic Plan or as have come to our attention as a result of spill incidents or other circumstances. The Executive Coordinator will facilitate discussion by the Coordinating Committee regarding these options towards an initial consensus on what they wish to accomplish for the coming year.

**Target Date:** Spring 2008 Quarterly Meeting

**Step 2:** That consensus will then be put into the standard Annual Work Plan (AWP) format for their review and comment. That format will include an outline of the work expectations of each member agency and the Executive Coordinator, as well as a draft timeline that provides an overview of how these tasks will be accomplished during the work-year.

**Target Date:** May - June 2008

**Step 3:** Once the Coordinating Committee has approved a draft AWP, the Executive Coordinator will ask them to review it with their Task Force Members in order to seek their input and approval. The Executive Coordinator will also work with the Coordinating Committee to identify Points of Contact within their agencies for each project or Topic of Concern.

**Target Date:** June 2008

**Step 4:** The final draft AWP will then be adopted by the Task Force Members through signatures on the Statement of Authority Page.

**Target Date:** June - July 2008

**Step 5:** The Executive Coordinator will post the final AWP on the Task Force web site, and send copies with the Annual Report to the Governors and the Premier.

**Target Date:** Following adoption

**Task Workload:**

- Each Agency: Participate in discussions and reviews of iterative drafts, providing feedback and guidance.
- Coordinating Committee: Provide leadership within their agencies to gather feedback and comments, and ensure that their Task Force Members' views and comments are communicated.
- Executive Coordinator: Overall coordination and implementation.

## **ATTACHMENT A**

### **LONG TERM VISION STATEMENT**

No Spilled Oil

#### **MISSION STATEMENT**

The mission of the Oil Spill Task Force is to strengthen State and Provincial abilities to prevent, prepare for, and respond to oil spills.

#### **ONGOING GOALS**

To prevent both large oil spills that cause catastrophic impacts in the waters of our member jurisdictions and the cumulative impacts of chronic small spills;

To coordinate communication, policy development, response capabilities, prevention and preparedness initiatives, and education in order to maximize efficiency of effort; to learn from one another and share ideas and "products";

To clarify the roles and responsibilities of state, provincial, and federal agencies in order to reduce regulatory gaps, overlaps, and conflicts;

To advocate in national and international arenas on selected issues of common concern, earning respect through credibility, clarity of purpose, and collaboration;

To work cooperatively with federal agencies, vessel and facility operators, the oil industry, response contractors, public interest groups, and all concerned citizens to create opportunities for political and technological breakthroughs by serving as a catalyst for progressive change;

To educate the public on the impacts of oil spills and issues relating to spill prevention, preparedness, response, and restoration; and

To serve as a model of regional cooperation and coordination.

#### **OBJECTIVES**

**Spill Prevention:** To prevent oil spills from vessels, pipelines, facilities, vehicles, and railroads through development and implementation of regulatory and public/private partnerships.

**Spill Preparedness and Response:** To enhance oil spill preparedness and response capabilities in us and Canadian pacific coastal areas.

**Communications:** To continuously improve communications within the task force as well as with key stakeholders and the general public, and to maintain a high level of public and stakeholder involvement in task force activities.

**ATTACHMENT B**  
**KEY TASK FORCE PERSONNEL**

**Task Force Members:**

- Lisa Curtis (2005-2007)  
Administrator, Office of Spill Prevention and Response,  
California Department of Fish and Game
- Larry Hartig (2007)  
Commissioner, Alaska Department of Environmental Conservation
- Laurence Lau (2003-2007)  
Deputy Director for Environmental Health, Hawaii Department of Health
- Jay Manning (2005-2007)  
Director, Washington Department of Ecology
- Dick Pedersen (2007)  
Deputy Director, Oregon Department of Environmental Quality
- Joan Hesketh (2007)  
Deputy Minister, British Columbia Ministry of Environment

**Coordinating Committee Members:**

- Larry Dietrick (1999 -2007); Alternates: Leslie Pearson and Betty Schorr  
Alaska Department of Environmental Conservation
- Graham Knox (2006-2007)  
British Columbia Ministry of Environment
- Curtis Martin (2001-2007)  
Office of Hazard Evaluation and Emergency Response
- Jon Neel (1989-1998, 2005-2007)  
Washington Department of Ecology
- Steve Sawyer (2006-2007)  
Office of Spill Prevention and Response, California Department of Fish and Game
- Mike Zollitsch (1997-2007)  
Oregon Department of Environmental Quality

**Executive Coordinator:**

Jean Cameron (1993-2007)  
Pacific States/British Columbia Oil Spill Task Force



**Attachment C**  
**Task Force Member Agency Points of Contact**  
**For 2007 - 2008 Annual Workplan Projects & Topics of Concern**

**I. A. Spill Prevention Projects**

<b>PROJECT</b>	<b>ALASKA</b>	<b>BC</b>	<b>WASHINGTON</b>	<b>OREGON</b>	<b>CALIFORNIA</b>	<b>HAWAII</b>
<b>Database</b>	Camille Stephens 907-465-5242 <a href="mailto:camille.stephens@alaska.gov">camille.stephens@alaska.gov</a>	Graham Knox 250-356-8383 <a href="mailto:Graham.Knox@gov.bc.ca">Graham.Knox@gov.bc.ca</a>	Jack Barfield 360-407-7483 <a href="mailto:jacb461@ecy.wa.gov">jacb461@ecy.wa.gov</a>	Mike Zollitsch 503-229-6931 <a href="mailto:ZOLLITSCH.Michael.J@deq.state.or.us">ZOLLITSCH.Michael.J@deq.state.or.us</a>	Cathy Conway <a href="mailto:cconway@ospr.dfg.ca.gov">cconway@ospr.dfg.ca.gov</a> 916-341-6957 (p) Spencer Ung 916-323-1487 <a href="mailto:sung@ospr.dfg.ca.gov">sung@ospr.dfg.ca.gov</a>	Marsha Graf 808-586-4249 <a href="mailto:marsha.mealey@doh.hawaii.gov">marsha.mealey@doh.hawaii.gov</a>
<b>Oil Spills from Pipelines</b>	Craig Wilson 907-465-5203 <a href="mailto:craig.wilson@alaska.gov">craig.wilson@alaska.gov</a>	Graham Knox (see above)	Dan McDonald (360) 407-6961 <a href="mailto:dmcd461@ecy.wa.gov">dmcd461@ecy.wa.gov</a>	Mike Zollitsch (see above)	Dave Blurton 916-864-4975 <a href="mailto:dblurton@ospr.dfg.ca.gov">dblurton@ospr.dfg.ca.gov</a>	Curtis Martin 808-586-4249 <a href="mailto:clarence.martin@doh.hawaii.gov">clarence.martin@doh.hawaii.gov</a>
<b>WCOVTRM Update</b>	Betty Schorr 907-271-4389 <a href="mailto:Betty.schorr@alaska.gov">Betty.schorr@alaska.gov</a>	Stafford Reid 250-952-4869 <a href="mailto:Stafford.Reid@gov.bc.ca">Stafford.Reid@gov.bc.ca</a>	Jon Neel 360-407-6905 <a href="mailto:Jnee461@ecy.wa.gov">Jnee461@ecy.wa.gov</a>	Mike Zollitsch (see above)	Rick Holly 707-864-4902 <a href="mailto:Rholly@ospr.dfg.ca.gov">Rholly@ospr.dfg.ca.gov</a>	Curtis Martin (see above)
<b>Recommended Best Industry Practices</b>	Larry Dietrick 907-465-5255 <a href="mailto:Larry.dietrick@alaska.gov">Larry.dietrick@alaska.gov</a>	Stafford Reid (see above)	Laura Stratton 360-407-7485 <a href="mailto:lstr461@ecy.wa.gov">lstr461@ecy.wa.gov</a>	Mike Zollitsch (see above)	Bud Leland 916-323-4649 <a href="mailto:bleland@ospr.dfg.ca.gov">bleland@ospr.dfg.ca.gov</a>	Curtis Martin (see above)
<b>POSPET</b>	Gary Folley 907-262-5210 <a href="mailto:Gary.folley@alaska.gov">Gary.folley@alaska.gov</a>	Stafford Reid (see above)	Mary-Ellen Voss 360-407-7211 <a href="mailto:mevo461@ecy.wa.gov">mevo461@ecy.wa.gov</a>	Don Pettit 503-229-5373 <a href="mailto:pettit.don@deq.state.or.us">pettit.don@deq.state.or.us</a>	Robert Hughes 916-323-6286 <a href="mailto:rhughes@ospr.dfg.ca.gov">rhughes@ospr.dfg.ca.gov</a>	Curtis Martin (see above)
<b>Monitor TAPS Vessel Info Exchange</b>	Betty Schorr (see above)	Stafford Reid (see above)	Laura Stratton (see above)	Mike Zollitsch (see above)	Ted Mar 916-323-6281 <a href="mailto:tmar@ospr.dfg.ca.gov">tmar@ospr.dfg.ca.gov</a>	Curtis Martin (see above)

I. B. Spill Prevention Topics of Concern

TOPIC	ALASKA	BC	WASHINGTON	OREGON	CALIFORNIA	HAWAII
Cruise Ship Operations	Denise Koch (907) 465 - 5272 <a href="mailto:Denise.koch@alaska.gov">Denise.koch@alaska.gov</a>	Stafford Reid (see above)	Norm Davis 206-389-2438 <a href="mailto:ndav461@ecy.wa.gov">ndav461@ecy.wa.gov</a>	Mike Zollitsch (see above)	Ted Mar (see above)	Curtis Martin (see above)
Oil Spill Prevention R&D; Development of BAT/BAP	Sam Saengsudham 907-269-3078 <a href="mailto:Sam.saengsudham@alaska.gov">Sam.saengsudham@alaska.gov</a>	Stafford Reid (see above)	Laura Stratton (see above)	Mike Zollitsch (see above)	Ted Mar (see above)	Curtis Martin (see above)
Offshore Lightering	Leslie Pearson 907-269-7543 <a href="mailto:Leslie.pearson@alaska.gov">Leslie.pearson@alaska.gov</a>	Stafford Reid (see above)	Chip Boothe (360) 407-7465 <a href="mailto:cboo461@ecy.wa.gov">cboo461@ecy.wa.gov</a> and Jon Neel 360-407-6905 <a href="mailto:Jnee461@ecy.wa.gov">Jnee461@ecy.wa.gov</a>	Mike Zollitsch (see above)	Bud Leland (see above)	Curtis Martin (see above)
Sunken Vessel Spill Risks	Leslie Pearson (see above)	Stafford Reid (see above)	Dave Byers 360-407-6974 <a href="mailto:dbye461@ecy.wa.gov">dbye461@ecy.wa.gov</a>	Mike Zollitsch (see above)	Ted Mar (see above)	Curtis Martin (see above)
Waste Oil Dumping	Leslie Pearson (see above)	Stafford Reid (see above)	Norm Davis (see above)	Mike Zollitsch (see above)	Ted Mar (see above)	Curtis Martin (see above)
Oil Transfer Regulations	Betty Schorr (see above)	Stafford Reid (see above)	Chip boothe (see above)	Mike Zollitsch (see above)	Joy Lavin-Jones 916-327-0910 <a href="mailto:Jlavinj@ospr.dfg.ca.gov">Jlavinj@ospr.dfg.ca.gov</a>	Curtis Martin (see above)
Railroad and truck spills	Leslie Pearson (see above)	Stafford Reid (see above)	Jason Reichart (360) 407-7390 <a href="mailto:jare461@ecy.wa.gov">jare461@ecy.wa.gov</a>	Mike Zollitsch (see above)	Bud Leland (see above)	Curtis Martin (see above)
Salvage Capabilities and Regulations	Leslie Pearson (see above)	Stafford Reid (see above)	Lori Crews 360-407-7538 <a href="mailto:locr461@ecy.wa.gov">locr461@ecy.wa.gov</a>	Mike Zollitsch (see above)	Bud Leland (see above)	Curtis Martin (see above)
LNG	Betty Schorr (see above)	Stafford Reid (see above)	Bob Troyer 360-6904783 <a href="mailto:btro461@ecy.wa.gov">btro461@ecy.wa.gov</a>	Mike Zollitsch (see above)	Jack Geck 916-323-4664 <a href="mailto:jgeck@ospr.dfg.ca.gov">jgeck@ospr.dfg.ca.gov</a>	Curtis Martin (see above)
Tug Escort Requirements	Betty Schorr (see above)	Stafford Reid (see above)	Jon Neel (see above)	N/A	Joy Lavin-Jones (see above)	Curtis Martin (see above)

**I. B. Spill Prevention Topics of Concern, continued:**

<b>TOPIC</b>	<b>ALASKA</b>	<b>BC</b>	<b>WASHINGTON</b>	<b>OREGON</b>	<b>CALIFORNIA</b>	<b>HAWAII</b>
<b>Towing vessel inspection regulations</b>	John Kotula, 907-835-037 <a href="mailto:john.kotula@alaska.gov">john.kotula@alaska.gov</a>	N/A	Norm Davis (425) 649-4491 <a href="mailto:ndav461@ecy.wa.gov">ndav461@ecy.wa.gov</a>	Mike Zollitsch (see above)	Joy Lavin-Jones (see above)	Curtis Martin (see above)
<b>Green Ports</b>	Leslie Pearson (see above)	Stafford Reid (see above)	Jon Neel (see above)	Pete Dalke 503-229-5588 <a href="mailto:dalke.pete@deg.state.or.us">dalke.pete@deg.state.or.us</a>	Bud Leland (see above)	Curtis Martin (see above)
<b>Ballast water regulations</b>	Trevor Fairbanks 907-269-6287 <a href="mailto:trevor.fairbanks@alaska.gov">trevor.fairbanks@alaska.gov</a>	Graham Knox (see above)	Chip Boothe (see above)	Jeff Christensen 503-229-6391 <a href="mailto:Christensen.jeff@deg.state.or.us">Christensen.jeff@deg.state.or.us</a>	Marian Ashe 916-324-9803 <a href="mailto:mashe@ospr.dfg.ca.gov">mashe@ospr.dfg.ca.gov</a>	Curtis Martin (see above)
<b>Federal Preemption Issues</b>	Larry Dietrick (see above)	Stafford Reid (see above)	Jon Neel (see above)	Mike Zollitsch (see above)	Steve Sawyer (916)324-9812 <a href="mailto:ssawyer@ospr.dfg.ca.gov">ssawyer@ospr.dfg.ca.gov</a>	Curtis Martin (see above)
<b>Spill Prevention Lessons Learned</b>	Betty Schorr (see above)	Graham Knox (see above)	Mike Lynch (360)407-7482 <a href="mailto:mily461@ecy.wa.gov">mily461@ecy.wa.gov</a>	Mike Zollitsch (see above)	Gary Toledo 916-324-6450 <a href="mailto:gtoledo@ospr.dfg.ca.gov">gtoledo@ospr.dfg.ca.gov</a>	Curtis Martin (see above)
<b>Vessel traffic trends &amp; risks</b>	Leslie Pearson (see above)	Graham Knox (see above)	Chip Boothe (see above)	Mike Zollitsch (see above)	Rick Holley (see above)	Curtis Martin (see above)

## II. A. Spill Preparedness and Response Projects

TASK	ALASKA	BC	WASHINGTON	OREGON	CALIFORNIA	HAWAII
Increase U.S. Limits of Liability	Craig Wilson (see above)	N/A	Nhi Hoang 360-407-7514 <a href="mailto:nhoa461@ecy.wa.gov">nhoa461@ecy.wa.gov</a>	Mike Zollitsch (see above)	Steve Sawyer (see above)	Curtis Martin (see above)
Review U.S./CN Transboundary Issues	Bob Mattson, 907-465-5349 <a href="mailto:bob.mattson@alaska.gov">bob.mattson@alaska.gov</a>	Graham Knox (see above)	Dave Byers 360-407-6974 <a href="mailto:dbye461@ecy.wa.gov">dbye461@ecy.wa.gov</a>	Mike Zollitsch (see above)	Mike Sowby 916-324-7629 <a href="mailto:msowby@ospr.dfg.ca.gov">msowby@ospr.dfg.ca.gov</a>	Curtis Martin (see above)
Comment on IMH	Larry Iwamoto 907-269-7683 <a href="mailto:larry.iwamoto@alaska.gov">larry.iwamoto@alaska.gov</a>	N/A	Elin Storey 425-649-7111 <a href="mailto:eabr461@ecy.wa.gov">eabr461@ecy.wa.gov</a>	Mike Zollitsch (see above)	Chris Klumpp 916-322-1195 <a href="mailto:cklumpp@ospr.dfg.ca.gov">cklumpp@ospr.dfg.ca.gov</a>	Curtis Martin (see above)
Maintain IVRP & other Tables	Betty Schorr (see above)	Graham Knox (see above)	Linda Pilkey-Jarvis 360-407-7447 <a href="mailto:jpil461@ecy.wa.gov">jpil461@ecy.wa.gov</a>	Mike Zollitsch (see above)	Ted Mar (see above)	Curtis Martin (see above)
Maintain & Expand OILS-911	Gary Folley 907-262-5210 <a href="mailto:Gary.folley@alaska.gov">Gary.folley@alaska.gov</a>	Stafford Reid (see above)	Mary-Ellen Voss (see above)	Mike Zollitsch (see above)	Bud Leland (see above)	Curtis Martin (see above)

## II. B. Spill Preparedness and Response Topics of Concern

TOPIC	ALASKA	BC	WASHINGTON	OREGON	CALIFORNIA	HAWAII
Drill Programs	Betty Schorr (see above)	Stafford Reid (see above)	Elin Storey 425-649-7111 <a href="mailto:eabr461@ecy.wa.gov">eabr461@ecy.wa.gov</a>	Mike Zollitsch (see above)	Bud Leland (see above)	Curtis Martin (see above)
Oil Spill Liability Trust Fund (US)	Cheri Lowenstein 907-465-5270 <a href="mailto:Cheri.lowenstein@alaska.gov">Cheri.lowenstein@alaska.gov</a>	N/A	Jon Neel (see above)	Mike Zollitsch (see above)	Donna Duke 916-323-4734 <a href="mailto:Dduke@ospr.dfg.ca.gov">Dduke@ospr.dfg.ca.gov</a>	Curtis Martin (see above)
Applied Response Technologies	Leslie Pearson (see above)	Stafford Reid (see above)	Dave Byers 360-407-6974 <a href="mailto:dbye461@ecy.wa.gov">dbye461@ecy.wa.gov</a>	Don Pettit (see above)	Yvonne Addassi 916-324-7626 <a href="mailto:yaddassi@ospr.dfg.ca.gov">yaddassi@ospr.dfg.ca.gov</a>	Curtis Martin (see above)
Spill Response R&D	Leslie Pearson (see above)	Stafford Reid (see above)	Dave Byers (see above)	Don Pettit (see above)	Mike Sowby (see above)	Curtis Martin (see above)
Mutual Aid issues & updates	John Bauer 907-269-7522 <a href="mailto:john.bauer@alaska.gov">john.bauer@alaska.gov</a>	Graham Knox (see above)	Dave Byers (see above)	Mike Zollitsch (see above)	Steve Sawyer (see above)	Curtis Martin (see above)

## II. B. Spill Preparedness and Response Topics of Concern

<b>TOPIC</b>	<b>ALASKA</b>	<b>BC</b>	<b>WASHINGTON</b>	<b>OREGON</b>	<b>CALIFORNIA</b>	<b>HAWAII</b>
<b>OSRO mergers, certifications, mutual aid, and response capabilities</b>	Craig Wilson (see above)	Stafford Reid (see above)	Linda Pilkey-Jarvis 360-407-7447 <a href="mailto:jpil461@ecy.wa.gov">jpil461@ecy.wa.gov</a>	Mike Zollitsch (see above)	Chris Klumpp (see above)	Curtis Martin (see above)
<b>NRDA</b>	Leslie Pearson (see above)	Stafford Reid (see above)	Rebecca Post 360-407-7114 <a href="mailto:repo461@ecy.wa.gov">repo461@ecy.wa.gov</a>	Don Pettit (see above)	Julie Yamamoto 916-327-3196 <a href="mailto:jyamamot@ospr.dfg.ca.gov">jyamamot@ospr.dfg.ca.gov</a>	Curtis Martin (see above)
<b>Coordinated Oiled Wildlife Care</b>	Leslie Pearson (see above)	Stafford Reid (see above)	Rebecca Post (see above)	Rose Owens ODF&W (503) 947-6085 <a href="mailto:Rose.Owens@state.or.us">Rose.Owens@state.or.us</a>	Dr. Mike Ziccardi, Oiled Wildlife Care Network 530-752-4167 <a href="mailto:mhziccardi@ucdavis.edu">mhziccardi@ucdavis.edu</a>	Curtis Martin (see above)
<b>Seabird &amp; other vulnerable marine populations</b>	Leslie Pearson (see above)	Stafford Reid (see above)	Rebecca Post (see above)	Don Pettit (see above)	Dr. Mike Ziccardi (see above) Julie Yamamoto (see above)	Curtis Martin (see above)
<b>Remote sensing &amp; RADARSAT</b>	John Engles 907-835-4698 <a href="mailto:john.engles@alaska.gov">john.engles@alaska.gov</a>	Graham Knox (see above)	Dave Byers (see above)	Mike Zollitsch (see above)	Judd Muskat 916-324-3411 <a href="mailto:jmuskat@ospr.dfg.ca.gov">jmuskat@ospr.dfg.ca.gov</a>	Curtis Martin (see above)
<b>Implementing 24- Hour Response</b>	Leslie Pearson (see above)	Stafford Reid (see above)	Jon Neel (see above)	Mike Zollitsch (see above)	Bud Leland (see above)	Curtis Martin (see above)
<b>Avian flu impacts on bird R/R &amp; worker safety</b>	Leslie Pearson (see above)	Stafford Reid (see above)	Rebecca Post (see above)	Jeff Christensen (see above)	Dave Jessup 831-469-1726 <a href="mailto:djessup@ospr.dfg.ca.gov">djessup@ospr.dfg.ca.gov</a> Dr. Mike Ziccardi (see above)	Curtis Martin (see above)
<b>Preparedness - Response Lessons Learned</b>	Larry Iwamoto (see above)	Graham Knox (see above)	John Butler 360-407-6970 <a href="mailto:jbut461@ecy.wa.gov">jbut461@ecy.wa.gov</a>	Mike Zollitsch (see above)	Chris Klumpp (see above)	Curtis Martin (see above)
<b>Places of Refuge Planning</b>	John Bauer (see above)	Stafford Reid (see above)	Linda Pilkey-Jarvis (see above)	Mike Zollitsch (see above)	Carl Jochums 707-864-4907 <a href="mailto:cjochums@ospr.dfg.ca.gov">cjochums@ospr.dfg.ca.gov</a>	Curtis Martin (see above)

## ATTACHMENT D 2007 - 2008 WORKPLAN TIMELINE & GLOSSARY

### Work Product

### Primary Responsibility

#### **BY FALL COORDINATING COMMITTEE 2007**

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|---|---|
| <ul style="list-style-type: none"> <li>• Finalize WCOVTRM project 5-year report &amp; determine need for further actions; revise Annual Work Plan as needed</li> <li>• Produce 2007 Annual Report</li> <li>• Confirm 2007 Legacy Award winners</li> <li>• Plan for and host Clean Pacific Conference</li> <li>• Set date for fall POSPET meeting</li> </ul> | <p>EC, WCOVTRM Co-Chairs, &amp; CC<br/>EC<br/>EC, CC, Task Force Members<br/>EC, CC, Trade Fair Group<br/>EC &amp; POSPET Chair</p> |
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#### **BY WINTER COORDINATING COMMITTEE 2008**

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| <ul style="list-style-type: none"> <li>• Debrief Clean Pacific Conference outcomes</li> <li>• Compile Pipeline regulations table &amp; GRP report</li> <li>• Convene fall POSPET meeting</li> <li>• Petition U.S. agencies re: facility Limits of Liability</li> <li>• Green Ports Roundtable planning</li> <li>• Identify Transboundary Workgroup members &amp; Scope of Work</li> <li>• Set 2008 Annual Meeting Date</li> <li>• Meet with USCG Pacific Area</li> <li>• Collect mid-term 2007 data</li> </ul> | <p>EC, CC, Trade Fair Group<br/>EC<br/>EC &amp; POSPET Chair<br/>EC<br/>EC, Coordinating Committee<br/>EC &amp; Coordinating Committee<br/>EC &amp; Coordinating Committee<br/>EC &amp; Coordinating Committee<br/>Data Workgroup</p> |
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#### **BY SPRING COORDINATING COMMITTEE 2008**

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| <ul style="list-style-type: none"> <li>• Provide Midterm Report to Task Force Members</li> <li>• Convene POSPET's Spring meeting</li> <li>• Request 2008 Legacy Award nominations</li> <li>• Convene Transboundary Workgroup &amp; adopt work plan</li> <li>• Host Roundtable on Green Ports</li> <li>• Review/discuss 08/09 Annual Work Plan concepts</li> <li>• 2008 Annual Meeting planning</li> <li>• Identify Pipeline Workgroup Scope of Work</li> </ul> | <p>EC<br/>EC &amp; POSPET Chair<br/>EC<br/>EC, Project Co-Chairs<br/>EC &amp; Coordinating Committee<br/>EC &amp; Coordinating Committee<br/>EC &amp; Coordinating Committee<br/>EC &amp; Coordinating Committee</p> |
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#### **BY SUMMER COORDINATING COMMITTEE 2008**

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| <ul style="list-style-type: none"> <li>• Produce 2007 West Coast spill data report</li> <li>• Adopt 2008-2009 Annual Work Plan</li> <li>• Review Legacy Award nominations</li> <li>• Transboundary Workgroups continues or adopts final report</li> <li>• Review CAIP trends</li> <li>• Identify Pipeline Workgroup chair and members</li> </ul> | <p>ADEC, Data Workgroup, EC<br/>Task Force Members<br/>EC, CC, Task Force Members<br/><br/>EC, Project Chair<br/>EC, Coordinating Committee<br/>EC, Coordinating Committee</p> |
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## ONGOING or AS NECESSARY

- Maintain & improve Database and collect data ADEC, Workgroup, EC
- Encourage HSC adoption of Vessel BIPs as SOCs EC & Coordinating Committee
- Track double hull conversion rate of TAPS tankers WDOE & Coordinating Committee
- Share information on risks from transiting vessels All member agencies
- Support POSPET EC+ member agencies
- Maintain IVRP and coordinate w/USCG & TC EC+ member agencies
- Maintain & report on 1-800-OILS-911 EC
- Monitor and share information on Topics of Concern EC, CC, and all agencies
- Maintain the Oil Spill Task Force web site & links EC & Coordinating Committee
- Meet with U.S. & CN federal agencies EC & Coordinating Committee
- Maintain Task Force contract and Interagency Agreements WDOE & member agencies
- Implement other communications initiatives EC & member agencies
- Track Limits of Liability rulemaking EC & Coordinating Committee
- Work with AWO to endorse towing vessel BIPs EC & WDOE
- Standing Committee tracks changes to Oil Spill FOG EC & Coordinating Committee
- Implement new WCOVTRM recommendations EC, Project Co-Chairs

## Glossary for Appendix D:

ADEC	Alaska Department of Environmental Conservation
AWO	American Waterways Operators
BIPs	Best Industry Practices
CAIP	Critical Area Inspection Program
CC	Coordinating Committee
CN	Canadian
EC	Executive Coordinator
FOG	Field Operations Guide
IVRP	Integrated Vessel Response Plan
POSJET	Pacific Oil Spill Prevention Education Team
SOCs	Standards of Care
TAPS	Trans-Alaska Pipeline System
TC	Transport Canada
U.S.	United States
USCG	U.S. Coast Guard
WCOVTRM	West Coast Offshore Vessel Traffic Risk Management
WDOE:	Washington Department of Ecology