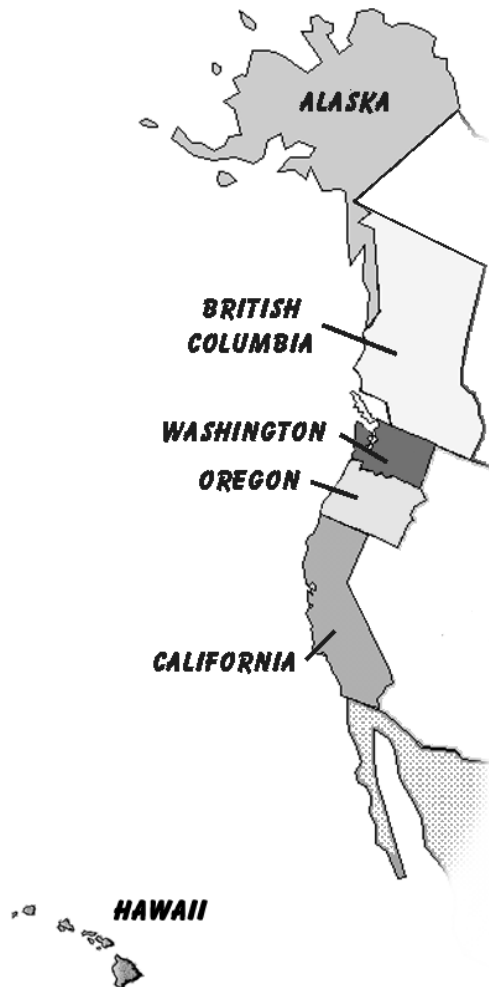


**The Pacific States/British Columbia
Oil Spill Task Force
2011-2012 Work Plan**



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

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2011-2012 Work Plan

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Pacific States/British Columbia Oil Spill Task Force 2011 - 2012 Work Plan

STATEMENT OF AUTHORITY

This document represents a consensus of the 2010 Pacific States/British Columbia Oil Spill Task Force Members concerning a common sense of purpose and direction for the work year from August 2011 through September 2012. 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 2009-2012 Strategic Plan, and is endorsed by the following members:

Signed by Scott Schaefer, Acting Administrator, Office of Spill Prevention and Response, California Department of Fish and Game, on August 24, 2011

Signed by Larry Hartig, Commissioner, Alaska Department of Environmental Conservation, on August 24, 2011

Signed by Cairine MacDonald, Deputy Minister, British Columbia Ministry of Environment, on August 24, 2011

Signed by Gary Gill, Deputy Director for Environmental Health, Hawaii Department of Health, on August 24, 2011

Signed by Dale Jensen, Spills Program Manager for the Washington Department of Ecology, on August 24, 2011

Signed by Jeff Christensen for Dick Pedersen, Director, Oregon Department of Environmental Quality on August 24, 2011

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

SPILL PREVENTION OBJECTIVE

TO PREVENT OIL SPILLS FROM A VARIETY OF SOURCES, INCLUDING
VESSELS, PIPELINES, FACILITIES, VEHICLES AND RAILROADS.

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 long-term goals as well as short-term steps that will incrementally achieve the project goal, with an emphasis on improving data completeness and quality.
- Continue to refine data submittals consistent with the Task Force Data Dictionary, including refining applications of the terms “other” and “unknown.”
- Refine the Data Dictionary as needed.
- Incorporate collection of data that reflects the activity occurring at the time of a spill.
- 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.
- 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 should be familiar with Access database principles.

Target Date: Semi-annual data collection deadlines to be determined; Workgroup conference calls as needed.

Step 2: Member agencies will participate in an investigator training course as needed and as travel budgets allow. The purpose of such training would be to promote consistent application of the Data Dictionary, improve data quality and ensure information is available to ensure efficient “targeting” of agency programs. Other state and federal agencies will be invited to participate.

Target Date: 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.
- California OSPR or the Washington Department of Ecology: Host investigator training as needed
- Coordinating Committee: Monitor and advise regarding task implementation.
- Executive Coordinator: Provide necessary coordination and project staffing.

TASK II: Implement recommendations of the West Coast Offshore Vessel Traffic Risk Management (WCOVTRM) Project, including those from the Five-Year Implementation Status Review

Goal: *Implement all recommendations which apply to the Oil Spill Task Force, as made by the WCOVTRM Project Workgroup based on the 5-year implementation status review conducted in 2007-2008. This project ensures that vessel traffic is kept a safe distance offshore in order to ensure sufficient time for emergency towing and other response actions to avert a potential disaster.*

Lead Responsibility: Task Force Executive Coordinator with Co-chairs Ted Mar of California OSPR and Stephen Danscuk of the U.S. Coast Guard Pacific Area

Process and Timeline:

Step 1: Pursuant to the WCOVTRM 2008 *Recommendations to Improve Navigation Safety and Avoid Vessel Casualties*, the Oil Spill Task Force will:

1. Maintain the web page for West Coast Harbor Safety Committees websites and encourage HSCs to adopt model Best Practices from one another as appropriate;
2. Work with OSPR to host a summit for Pacific Coast Harbor Safety Committees in the Fall of 2011;
3. Monitor West Coast Harbor Safety Committee efforts to mitigate potential navigation safety impacts and any propulsion losses associated with fuel switching required to meet air quality standards;
4. Work with appropriate U.S. and Canadian federal agencies to maintain aggressive outreach campaigns to recreational boaters regarding the Rules of the Road and the value of voluntary AIS carriage;
5. Continue advocacy for uniform ballast water exchange standards applying to coastwise vessel transits;
6. Recommend to the U.S. Coast Guard that they complete Critical Area Inspection Program inspections on all TAPS tankers; and
7. Work with appropriate U.S. and Canadian federal agencies to promote fishing vessel safety through regulations, voluntary standards, and aggressive education programs.

Target Dates: Fall of 2011 and ongoing as needed

Step 2: Pursuant to the WCOVTRM 2008 *Recommendations regarding Emergency Response Tug Availability*, the Oil Spill Task Force will:

1. Support implementation of U.S. Coast Guard salvage and firefighting regulations, advocate for adoption of similar salvage/firefighting regulations by Transport Canada and recommend that the U.S. Coast Guard coordinate with Transport Canada to harmonize these regulations;
2. Encourage Harbor Safety Committees and Captains of the Port to maintain 24/7 contact information for tug dispatchers;
3. Monitor work by the Washington Department of Ecology on data fields, metrics and reporting on rescue tug deployment. Data includes actual failure type; condition of the disabled vessel; distance to shore; distance of next best tug (if available); and actual action taken by the Response Tug (e.g., passed wire, escort, standby, returned after failure resolved, other). Once fully developed, these data can serve as a model for other West Coast jurisdictions;
4. Task Force member agencies should work with their local USCG Districts to facilitate usage of the Maritime Information Services of North America (MISNA) vessel tracking system as appropriate to augment existing vessel and tug tracking systems for the purpose of emergency tug deployment; and
5. Although not included in the WCOVTRM 2008 recommendations, Task Force member agencies should work with their local USCG Districts to facilitate usage of emergency towing packages on the model of those developed for the Aleutian Islands.

Target Dates: Ongoing

Step 3: Pursuant to the WCOVTRM 2008 *Recommendations regarding tracking compliance with recommended Vessel Transit Distances Offshore*, the Oil Spill Task Force will:

1. Coordinate with the U.S. Coast Guard Pacific Area regarding periodic monitoring of offshore vessel transits to determine voluntary observance of the recommended offshore transit distances.
2. Encourage Transport Canada to add language to their Sailing Directions to implement the 2002 Recommendations.

Target Dates: Ongoing

Step 4: Pursuant to the WCOVTRM 2008 *Recommendations for Data Improvements*, the Oil Spill Task Force will:

1. Track work done by Washington State and USCG District 13 to harmonize state and USCG oil spill data collection and entry protocols and consider it a model for all Task Force states, if appropriate;
2. Recommend to appropriate U.S. and Canadian federal agencies that they consider use of the Task Force Data Dictionary as well as coordinated investigator training;
3. Work to implement continuous improvements in the causal information collected in the Task Force spill database. Communicate the same recommendation to U.S. and Canadian federal agencies maintaining casualty databases;
4. Recommend that member agencies as well as federal agencies develop systems to track the outcomes of vessel casualties, as well as to evaluate data and processes developed in various West Coast risk assessments such as for Puget Sound or the Aleutians; and
5. Request causal data from the U.S. and Canadian Transportation Safety Boards for all vessel incidents on the West Coast from 1997 through 2010.

Target Dates: Ongoing

Step 5: Regarding the WCOVTRM 2008 *Recommendations for Further Implementation Reviews*, the Oil Spill Task Force will:

1. Report on the implementation status of this Task in each annual report and at each Annual Meeting.

Target Date: Ongoing

Task II Workload:

- Each Agency: Identify Points of Contact for this project and implement recommendations applying to Task Force member agencies
- OSPR: Ted Mar as Project Co-Chair with Steve Danscuk, U.S. Coast Guard, to participate in analysis and provide guidance; OSPR also to co-host the Harbor Safety Committee Summit
- Washington Department of Ecology: As noted above in Steps 2 and 4
- Coordinating Committee: Monitor task implementation
- Executive Coordinator: Coordinate and support implementation of all steps identified above

TASK III: Promote Best Industry Practices (BIPs) for Vessels as well as Tug/Tank Barges

Goal: *Promote Best Practices and encourage West Coast Harbor Safety Committees as well as tug and vessel operators to adopt the Task Force's recommendations regarding Best Industry Practices in order to prevent oil spills.*

Lead Responsibility: The Executive Coordinator, the Washington Department of Ecology, and the California Office of Spill Prevention and Response

Background: *In February of 2003, Stan Norman of the Washington Department of Ecology and US Coast Guard Captain Scott Glover, Pacific Area Marine Safety, met with representatives from the Alaska Tanker Company, SeaRiver Maritime, Inc., Polar Tankers, Tesoro, the Western States Petroleum Association, the American Waterways Operators, and several Task Force Member agencies to discuss voluntary industry practices to reduce the risk of oil spills. Such practices go beyond current federal and international standards and as such, potentially involve additional costs, but justifications for such investments include improving safety and*

reducing liability. The work group recommended a number of Best Industry Practices in their final report which may be viewed at: http://www.oilspilltaskforce.org/docs/project_reports/VesselBipReport.pdf

Process and Timeline:

Step 1: The California Office of Spill Prevention and Response (OSPR) will lead the other member agencies in reviewing the Washington Department of Ecology's bunkering video in order to update it and make it applicable to the entire Task Force area.

Target Date: January 30, 2012

Step 2: Once the final revised bunkering video is produced, it will be posted on the Task Force website and links placed on member agency websites. Copies will be distributed to West Coast Harbor Safety Committees and other appropriate stakeholders. It will also be presented at the Clean Pacific Conference in May of 2012.

Target Date: April - May, 2012

Step 3: On March 2005 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 and encourage the West Coast Harbor Safety Committees to make progress in adopting the Best Industry Practices, consistent with the outreach to Harbor Safety Committees outlined in Task II above.

Target Date: Ongoing

Step 4: Work with the American Waterways Operators, Pacific Region and all vessel operators to promote and recognize Best Industry Practices.

Target Date: Ongoing

Task III Workload:

Each Agency: Identify Points of Contact and assist with communications and outreach

WA Department of Ecology: Provide policy leadership and technical support for vessel BIPs

CA OSPR: Provide leadership to update the bunkering video and cover production costs

Coordinating Committee: Participate in task implementation

Executive Coordinator: Lead implementation of steps identified above

TASK IV: Support the Pacific Oil Spill Prevention Education Team (POSPET)

Goal: *Strengthen spill prevention efforts targeted at preventing oil spills from fishing and recreational vessels as well as from marinas, by supporting the Pacific Oil Spill Prevention Education Team's prevention education campaign.*

Lead Responsibility: Task Force Executive Coordinator with Eric Olsson (University of Washington, Associate Professor, SeaGrant Program) 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 IV 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 in person or by conference call
- Coordinating Committee: Monitor and advise on task implementation

TASK V: Share Information on Vessels of Concern and Track TAPS Tanker Inspection

Goal: *Share critical and timely information regarding incidents, inspections, near-misses and disabled vessel coastal transit plans between member jurisdictions and monitor USCG CAIP Inspections of the TAPS tankers*

Lead Responsibility: Executive Coordinator

Process and Timeline:

Step 1: 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

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). Consistent with the WCOVTRM 2008 Recommendations, the Task Force will encourage the U.S. Coast Guard to complete CAIP inspections for all TAPS tankers, including double hulls.

Target Date: Annually

Task V Workload:

- Each Agency: Identify Points of Contact for information exchange regarding incidents, near-misses, and inspection problems for vessels transiting between member jurisdictions.
- Executive Coordinator and Coordinating Committee: Monitor and facilitate task implementation. Contact the USCG regarding CAIP inspections of TAPS tankers.

TASK VI: Monitor Spill Prevention Topics of Concern

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

- Oil spill risks from sunken and derelict vessels
- Waste oil dumping by deep draft commercial ships
- Vessel and Facility Oil Transfer regulations
- Pipeline spills and ADEC's pipeline leak detection efforts
- Spills from trucks and railroads
- Salvage capabilities and regulations (refers to emergency stabilization, firefighting, and lightering)
- Tug escort requirements
- Towing vessel inspection regulations
- Federal preemption issues
- Vessel traffic trends and risk assessments or studies
- Cruise ship operations with regard to spills and other water pollution impacts
- NPDES for vessel wastewater discharges
- Liquefied Natural Gas shipping and terminal operations
- Green Ports
- Ballast water regulations preventing spread of invasive aquatic species
- Spill Prevention Lessons Learned

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

Process: Share information at quarterly meetings and as needed between meetings

Timeline: Ongoing

Task VI 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 THROUGHOUT OUR REGION

Task I: Promote the Stakeholder Workgroup Review of Planning and Response Capabilities for a Marine Oil Spill on the U.S./Canadian Transboundary Areas of the Pacific Coast Project Report

Goal: *Promote implementation the recommendations in the Transboundary Project Report*

Lead Responsibility: The Task Force Executive Coordinator, the Alaska Department of Environmental Conservation, the British Columbia Ministry of Environment and the Washington Department of Ecology

Process and Timeline:

Step 1: Promote the Project Report on the Task Force website and at appropriate forums, stressing key recommendations such as the need for coordination of the Place-of-Refuge decisions and media relations in transboundary areas; improvements in transboundary waste disposal planning, wildlife rehabilitation and volunteer management capacities; the need for U.S. spill response organizations to be designated as “Approved response organizations” by Transport Canada in order to qualify for responder immunity when operating in Canadian waters under Mutual Aid agreements; the need for more in Transboundary planning and exercises by state, tribal, and provincial agencies as well as the oil and shipping industries.

Target Dates: Ongoing

Step 2: Contact the Transboundary Project Stakeholder Workgroup members periodically to monitor their outreach and implementation efforts.

Target Dates: Ongoing

Step 3: Work with target organizations such as state, provincial, and federal agencies and constituencies such as the oil and shipping industries and response organizations to monitor their implementation of the recommendations in the Project Report.

Target Dates: Ongoing

Step 4: Include the Project Workgroup’s recommendations to the Oil Spill Task Force – including a five-year implementation review - in the Strategic Plan to ensure implementation beyond this annual work plan.

Target Date: February 2012

Task I Workload:

- Executive Coordinator: Outreach and coordination as needed
- Washington Department of Ecology, Alaska Department of Environmental Conservation, British Columbia Ministry of Environment: Outreach, implementation of recommendations, and coordination as needed
- Coordinating Committee: Provide ongoing advice and oversight

TASK II: Advocate for an 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

Background 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.

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.

Target Date: November-December 2011

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

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 II Workload:

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

Task III: Track changes to ICS guidance, forms, and applications

Goal: *Review and comment on any proposed changes to the U.S. federal guidance regarding the use of the Incident Command System for oil spill response and track related topics of concern. Promote consistent Professional Qualification Standards for member agencies.*

Lead Responsibility: The Executive Coordinator and Larry Iwamoto, Alaska Department of Environmental Conservation

Process and Timeline:

Step 1: A standing workgroup (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 convene by conference call as necessary to review and comment on proposed changes to the guidance regarding the use of the Incident Command System for oil spill response. Other topics of concern may also be addressed by the ICS Committee, as proposed by workgroup members or the Task Force Coordinating Committee.

Target Date: Ongoing, or as needed

Step 2: In addition to supporting this standing ICS Workgroup, the Task Force Member agencies will promote inclusion of NRDA elements in drill scenarios.

Target Date: Ongoing

Step 3: Member agencies that have developed Professional Qualification Standards (PQSs) for ICS positions (for which no federal standards have been developed) will share these with the other Task Force member agencies for feedback and ultimate adoption, thus promoting consistency in the Pacific Region.

Target Date: November 2011

Step 4: The Coordinating Committee will then identify any remaining ICS positions for which no PQSs have been developed and allocate responsibility among themselves to draft PQSs for Coordinating Committee review and comment. The Executive Coordinator will coordinate with appropriate U.S. federal agencies to determine whether they are also in the process of developing such PQSs.

Step 3: February 2012

Task III Workload:

- Executive Coordinator: Staff support and coordination for the ICS Committee and the PQS project
- Coordinating Committee: Provide comments and draft PQSs, facilitate adoption by their agencies, and provide general project oversight

TASK IV: Maintain 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. Expand to Alaska as feasible.*

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: Coordinating Committee members will ensure that their emergency reporting offices are briefed on this system and how it functions.

Target Date: As needed

Step 5: Coordinate with AT&T regarding any questions pertaining to usage data.

Target Date: Ongoing

Task IV 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 V: Monitor Mutual Aid Issues

Goal: *Monitor Mutual Aid experiences and issues, updating the Task Force Mutual Aid Agreement and Plan as necessary.*

Lead Responsibility: Executive Coordinator

Process and Timeline:

Step 1: Task Force member agencies will include mutual aid in drill designs as possible. Coordinating Committee members will report on any problems encountered during drills and the Committee will direct the Executive Coordinator to make revisions to the 2011 Mutual Aid Agreement or 1993 Mutual Aid Plan as needed.

Target Date: Ongoing

Step 2: Task Force member agencies will share staff under the 1993 Mutual Aid Plan as needed for spill responses, recognizing that this both supplements each agency's response capabilities and provides response experience for visiting agency staff.

Target Date: As needed.

Step 3: Task Force member agencies will maintain training levels for their staff as well as passports for travel between Canada and the U.S.

Target Date: Ongoing

Task V Workload:

- Coordinating Committee: Ensure that member agency responsibilities are met and report any problems to the Executive Coordinator. Work in their agencies on defining a SONS response capability.
- Executive Coordinator: Overall coordination and implementation as described above.

TASK VI: Maintain a standing workgroup of Member Agency representatives to monitor developments in oil spill R&D, provide input regarding priority projects, and implement adoption of Best Available Technologies.

Goal: *To improve our knowledge of current oil spill research and development projects, to provide input regarding projects of value to our Member Agencies, and to facilitate use of Best Available Technologies.*

Lead Responsibility: Judd Muskat, California Office of Spill Prevention and Response

Process and Timeline:

Step 1: The Executive Coordinator will work with Mr. Muskat and the workgroup to establish an agenda and confirm dates for biannual conference calls of the R&D Workgroup.

Target Dates: December 2011; June 2012 as needed

Step 2: Each conference call will be documented and follow-up steps identified.

Target Date: After each call

Task VI Workload:

- Executive Coordinator: Overall coordination and implementation as described above
- Judd Muskat: Work with the EC and designated representatives to develop agendas for the conference calls and provide leadership on the calls
- Coordinating Committee: Nominate appropriate representatives from their agencies and ensure participation

TASK VII: Spill Preparedness/Response Topics of Concern

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

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

- Volunteer planning and management
- Oil spill drill programs
- Applied response technologies and regulations
- Oil Spill research and development, including BAT and BAP
- Oil Spill Response Organization (OSRO) certifications, mergers, mutual aid and response capabilities
- Joint Information Center (JIC) planning, training, and guidelines
- 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 and implementation of 24-hour response operations where it would be safe and effective
- Contingency plan regulations and preparedness/response issues re: nontank vessels
- Track planning for Potential Places of Refuge and applications of POR decision-making guidelines
- Status of the Oil Spill Liability Trust Fund
- Use of the Integrated Vessel Response Plan for Tank Vessels
- Lessons learned from the Deepwater Horizon Spill of National Significance
- Preparedness/Response Lessons Learned

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

Timeline: Ongoing

Task VII 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

PART A. STAKEHOLDER OUTREACH/EXTERNAL COMMUNICATIONS

TASK I: Plan for and host the 2012 Clean Pacific

Goal: *Work with the TradeFair Group, the 2012 Program Committee and conference co-hosts to plan for and host the 2012 Clean Pacific Conference.*

Lead Responsibility: The Executive Coordinator, OSPR and the Coordinating Committee

Process and Timeline:

Step 1: Work with the TradeFair Group to review the planning timeline, nominate Program Committee members, brainstorm conference topics, review the 2009 Lessons Learned and discuss event costs.

Target Date: August 25, 2011

Step 2: Participate in the Clean Pacific Planning Committee meeting in Long Beach to plan tracks, session topics, and review abstracts.

Target Date: Late October/Early November 2011

Step 3: Promote the Conference and help the TradeFair Group secure Co-Hosts, Supporters and Sponsors for Clean Pacific 2012.

Target Date: September 2011 – April 2012

Step 4: Plan a Task Force booth and arrange staffing.

Target Date: February - April 2012

Step 5: Work with the TradeFair Group staff to review promotional literature prior to its distribution.

Target Date: As needed

Step 6: Ensure that the Conference program incorporates our jurisdictional updates and Legacy Awards.

Target Date: Throughout the planning process

Step 7: Host the 2011 Clean Pacific Conference.

Target Dates: May 15-17, 2012

Task I Workload:

- Each Agency: Assign at least one staff person to the Clean Pacific Program Committee
- Each Task Force Member: Attend and present jurisdictional reports as per our Annual Meeting format
- California Office of Spill Prevention and Response: Assume additional “host agency” responsibilities as necessary, including serving as the Clean Pacific “Host” for the General Sessions and presentation of the 2012 Legacy Awards
- 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: Overall coordination of implementation steps described above

TASK II: Stakeholder Outreach

Goal: *Provide both 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 Annual Meetings that include Task Force and member agency updates, as well as speakers addressing topics of current concern. The 2011 Annual Meeting will be hosted by the Alaska Department of Environmental Conservation.

Target Dates: August 2011

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

Target Date: August 2011 and May 2012

Step 4: The Executive Coordinator will respond to information requests and speaking invitations as well as 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 U.S. 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 II Workload:

- Each Agency: Participate in the Annual Meetings and provide agency program information for the Annual Reports
- Coordinating Committee: Specific responsibility for Steps 1 and 5 above
- Executive Coordinator: Overall coordination and implementation as described above

TASK III: Maintain the Task Force Website

Goal: *Maintain an updated website in order to provide 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, summary notes, reports including the Annual Report, comments, agreements, member agency websites, Points of Contact, Annual Work Plans and the current Strategic Plan are available on the website.

Target Date: Ongoing

Step 2: Provide notices to key stakeholders and media contacts when event notices, project reports, meeting notes, 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 III 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 and also 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 and Comment on 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

Process and Timeline:

Step 1: Submit comments on the tug and barge inspection regulations scheduled to be proposed by the U.S. Coast Guard.

Target Date: Comment deadline on 12/9/11

Step 2: Notify the Coordinating Committee of chances for comment or input to federal or international initiatives.

Target Date: Ongoing

Step 3: Written comments will be coordinated by the Executive Coordinator according to established procedures¹.

Target Date: Ongoing

¹ The 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.

Task IV Workload:

- Each Agency: Suggest opportunities for comment and draft comments needed
- 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 in conjunction with the Clean Pacific Conferences

Goal: *Create incentives to reduce the risks and the impacts of oil spills by maintaining the Legacy Awards program on a biennial basis, consistent with the Clean Pacific Conferences. 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

Process and Timeline:

Step 1: Website announcement requesting nominations for the 2012 Legacy Awards

Target Date: November 2011 (Deadline January 31, 2012)

Step 2: The Coordinating Committee reviews nominations and makes award recommendations to the Task Force Members, who make final selections, not to exceed five.

Target Date: February 2012

Step 3: The Task Force Members chose the Legacy Award winners. Notifications are sent and awards ordered.

Target Date: March 2012

Step 4: The Legacy Award Winners are announced.

Target Date: April 2012

Step 5: 2012 Legacy Awards are presented at the Clean Pacific Conference.

Target Date: May 2012

Task V 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: Maintain Partnerships with U.S. and Canadian Federal Agencies

Goal: *The Coordinating Committee and/or the Executive Coordinator will meet annually with U.S. 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 a meeting of the U.S. Coast Guard/Pacific Area in conjunction with the Clean Pacific Conference, in order to implement the Task Force/USCG Pacific Area Memorandum of Understanding. Include U.S. EPA as appropriate.

Target Date: May 18, 2012 in Long Beach, CA

Step 2: Arrange meetings with Canadian federal agencies as possible, based on advice from the British Columbia Ministry of Environment.

Target Date: As possible

Task VI 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 and Maintain the Task Force network of Contacts with Coastal States and Provinces

Goal: *Maintain 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 U.S. coastal states and Canadian provinces for purposes of information sharing, discussion of critical issues, and mutual aid.

Target Date: Ongoing

Step 2: Identify additional Points of Contact among mid-Atlantic Coast states and Canadian provinces as needed for purposes of information sharing and mutual aid.

Target Date: Ongoing

Task VII workload:

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

PART B. INTERNAL COMMUNICATIONS

TASK I: Continuous Improvement of Communications among 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 of interest to the 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 according to the procedures established in Section 2.0 of the 1993 Mutual Aid Plan.

Target Date: Ongoing

Step 3: Maintain a current Contact List of Task Force Members and Coordinating Committee members. Points of Contact will be assigned by each agency to the Tasks and Topics of Concern noted in this Work Plan and posted on our website annually.

Target Date: Update as needed

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

Target Date: February - March 2012

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

Target Dates and Locations:

- 8/25/11 in conjunction with the 2011 Annual Meeting in Alaska
- November 2, 2011 in conjunction with the Clean Pacific Program Committee meeting in Long Beach, CA
- February 2012 (Date TBD) by conference call
- May 2012 in conjunction with the Clean Pacific Conference in Long Beach, CA

Task I 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 agency program staff and interpret their program staff needs to the Task Force as appropriate (NOTE: Member agency spill program staff should communicate information of concern through their Coordinating Committee member)
- Executive Coordinator: Overall coordination and implementation as described above

C. ADMINISTRATION AND PLANNING

TASK I: Extend the current Strategic Plan to 2013

Goal: *Provide updates and revisions as needed to extend the 2009-2012 Strategic Plan to 2013.*

Lead Responsibility: Executive Coordinator and the Coordinating Committee

Process and Timeline:

Step 1: Review proposed amendments and updates at the 2011 Executive Session of the Task Force Members and Coordinating Committee members, noting that an extension allows the new Executive Coordinator time to develop a new Strategic Plan for adoption by the Task Force Members at their 2013 Annual Meeting.

Target Date: August 2011

Step 2: The Coordinating Committee reviews and finalizes draft amendments and updates.

Target Date: February 2012

Step 3: The Task Force Members adopt the revised Strategic Plan.

Target Date: May 2012 at the Clean Pacific Conference

Task I Workload:

- Coordinating Committee: Work with the EC to finalize revisions and amendments
- Executive Coordinator: Work with the Coordinating Committee to finalize revisions and amendments
- Task Force Members: Approve extension task and adopt revised Strategic Plan

TASK II: Hire a new Executive Coordinator

Goal: *To recruit and hire a person qualified to undertake the responsibilities of the Executive Coordinator for the Pacific States/British Columbia Oil Spill Task Force.*

Lead Responsibility: The Coordinating Committee

Process and Timeline:

Step 1: The current Executive Coordinator will provide a draft job description and budget template to the Coordinating Committee.

Target Date: November 2011

Step 2: The Washington Department of Ecology will announce a Request for Proposals. This RFP will also be posted on the Task Force and member agencies' websites. A mandatory pre-bid conference call date and time, as well as the date and location for final interviews, will also be announced.

Target Date: January 2012

Step 3: Following a mid-February deadline electronic submittal of proposals, the Coordinating Committee will convene by conference call to review the proposals.

Target Date: February 2012

Step 4: The Coordinating Committee will conduct screening interviews by phone. Coordinating Committee members in the jurisdiction where the applicant resides will host these interviews.

Target Date: March 2012

Step 5: The Coordinating Committee and Task Force Members will conduct interviews with 3-5 of the selected applicants. The date and location for this session will be pre-set and announced with the RFP. An offer will be made following these interviews.

Target Date: April 2012

Step 6: The successful applicant will be asked to attend the Clean Pacific Conference in Long Beach, CA.

Target Date: May 15-17, 2012

Step 7: The incoming Executive Coordinator will train with the outgoing Executive Coordinator.

Target Date: Last two weeks of June 2012

Task II Workload:

- Washington Department of Ecology: Develop and announce the RFP in coordination with the Coordinating Committee. Send all submittals to the Coordinating Committee for review and interface with applicants to arrange phone and final interviews. Work with the Coordinating Committee to develop a contract for the new Executive Coordinator.
- Coordinating Committee: Participate in the pre-bid conference, a conference call to review all bids, screening phone interviews, and face-to-face interviews. Support the work of the WA Department of Ecology to manage the process.
- Task Force Members: Participate in the final interviews and choose a new Executive Coordinator.
- Executive Coordinator: Support the work of the Coordinating Committee, Task Force Members, and WA Department of Ecology as needed. Provide guidance and training for the new Executive Coordinator.

TASK III: Develop the 2012 – 2013 Annual Work Plan

Goal: *Develop the 2012-2013 Annual Work Plan pursuant to the mission, goals, objectives, and tasks outlined in the Strategic Plan*

Lead Responsibility: The Executive Coordinator and Coordinating Committee

Process and Timeline:

Step 1: The Executive Coordinator and Coordinating Committee will convene by Conference call to discuss an outline of possible tasks under the primary objectives of Spill Prevention, Spill Preparedness/Response and Communications.

Target Date: July 2012

Step 2: The Executive Coordinator will draft an Annual Work Plan based upon the chosen tasks and submit it to the Coordinating Committee for review and comment.

Target Date: August 2012

Step 3: A final Draft Annual Work Plan will be submitted to the Task Force Members for adoption.

Target Date: Mid-September 2012

Task III Workload:

- Coordinating Committee: Participate in discussions and reviews of iterative drafts, providing feedback and guidance and ensuring 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

Prevent spills that impact natural resources in our member jurisdictions, both large spills with significant impacts and chronic small spills with cumulative impacts.

Facilitate communication among member agencies in order to promote policy uniformity and consistency, improve prevention, preparedness, response, and recovery capabilities, and maximize efficiency of effort by sharing ideas and “products”;

Clarify the roles and responsibilities of state and provincial agencies with regard to federal agencies in order to reduce regulatory gaps and overlaps while avoiding potential conflicts;

Advocate in national and international arenas on issues of common concern, building respect through credibility, clarity of purpose, and collaboration;

Serve as a catalyst for improvements by working cooperatively with federal agencies, other states and provinces, industry, response contractors, public interest groups, and concerned citizens to create opportunities for policy and technology breakthroughs;

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

Identify emerging trends in oil transportation, production, and storage in order to assist member agencies with their strategic planning; and

Serve as a model of proactive regional cooperation and coordination.

OBJECTIVES

Spill Prevention: To prevent oil spills from a variety of sources, including vessels, pipelines, facilities, vehicles, and railroads.

Spill Preparedness and Response: To enhance oil spill preparedness and response capabilities throughout our region.

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

- Scott Schaefer (2010-2011)
Acting Administrator, Office of Spill Prevention and Response, California
Department of Fish and Game
- Larry Hartig (2007-2011)
Commissioner, Alaska Department of Environmental Conservation
- Cairine MacDonald (2010-2011)
Deputy Minister, British Columbia Ministry of Environment
- Gary Gill (2010-2011)
Deputy Director for Environmental Health, Hawaii Department of Health
- Dale Jensen (2010-2011)
Spills Program Manager, Washington Department of Ecology
- Dick Pedersen (2007-2011)
Director, Oregon Department of Environmental Quality

Coordinating Committee Members

- Larry Dietrick (1999 -2011); Alternates: Gary Folley and Betty Schorr
Alaska Department of Environmental Conservation
- Graham Knox (2006-2011)
British Columbia Ministry of Environment
- Curtis Martin (2001-2011)
Office of Hazard Evaluation and Emergency Response
- Jon Neel (1989-1998, 2005-2011)
Washington Department of Ecology
- Scott Schaefer (2009-2011)
Office of Spill Prevention and Response, California Department of Fish and Game
- Mike Zollitsch (1997-2011)
Oregon Department of Environmental Quality

Executive Coordinator

Jean Cameron (1993-2011)
Pacific States/British Columbia Oil Spill Task Force

Attachment C

Task Force Member Agency Points of Contact For the 2011 - 2012 Annual Workplan Projects & Topics of Concern

I. A. Spill Prevention Projects

PROJECT	ALASKA	BC	WASHINGTON	OREGON	CALIFORNIA	HAWAII
Database	Camille Stephens 907-465-5242 camille.stephens@alaska.gov	Doug Carter 250) 387-2049 Doug.Carter@gov.bc.ca	Jack Barfield 360-407-7483 jacb461@ecy.wa.gov	Mike Zollitsch 503-229-6931 ZOLLITSCH.Michael.J@deg.state.or.us	Cathy Conway cconway@ospr.dfg.ca.gov 916-341-6957 Damon Williams 916-322-1908 dwilliams@ospr.dfg.ca.gov	Marsha Graf 808-586-4249 marsha.mealey@doh.hawaii.gov
WCOVTRM 2008 Recommendations	Betty Schorr 907-269-3054 Betty.schorr@alaska.gov	D'Arcy Segó (250) 387-6789 D'Arcy.Sego@gov.bc.ca	Jon Neel 360-407-6905 Jnee461@ecy.wa.gov	Mike Zollitsch (see above)	Ted Mar 916-323-6281 tmar@ospr.dfg.ca.gov	Curtis Martin 808-586-4249 clarence.martin@doh.hawaii.gov
Best Industry Practices	Larry Dietrick 907-465-5255 Larry.dietrick@alaska.gov	Graham Knox (see above)	Chip Boothe 360-407-7465 cboo461@ecy.wa.gov	Mike Zollitsch (see above)	Scott Schaefer 916-445-9326 sschaefer@ospr.dfg.ca.gov	Curtis Martin (see above)
POSPET	Scot Tiernan 970-465-5378 Scot.tiernan@alaska.gov	Laurie Boyle (see above)	Mary-Ellen Voss 360-407-7211 mevo461@ecy.wa.gov	Ray Hoy 503-229-6712 Hoy.Ray@deg.state.or.us	Robert Hughes 916-323-6286 rhughes@ospr.dfg.ca.gov	Curtis Martin (see above)
Monitor vessels of concern & CAIP Inspections	Betty Schorr (see above)	D'Arcy Segó (see above)	Laura Stratton 360-407-7485 lstr461@ecy.wa.gov	Mike Zollitsch (see above)	Ted Mar (see above)	Curtis Martin (see above)

I. B. Spill Prevention Topics of Concern

TOPIC	ALASKA	BC	WASHINGTON	OREGON	CALIFORNIA	HAWAII
Sunken & Derelict Vessel Spill Risks	Scot Tiernan (see above)	Graham Knox (see above)	Dave Byers 360-407-6974 dbye461@ecy.wa.gov	Mike Zollitsch (see above)	Ted Mar (see above)	Curtis Martin (see above)
Waste Oil Dumping	Steve Russell 907-262-3041 steven.rusell@alaska.gov	D'Arcy Segó (see above)	Chip Boothe (see above)	Mike Zollitsch (see above)	Ted Mar (see above)	Curtis Martin (see above)
Oil Transfer Regulations	John Kotula 907-835-3037 John.Kotula@alaska.gov	Graham Knox (see above)	Chip Boothe (see above)	Mike Zollitsch (see above)	Joy Lavin-Jones 916-327-0910 Jlavinj@ospr.dfg.ca.gov	Curtis Martin (see above)
Pipeline Spills & leak detection	Sam Saengsudham, 907-269-3078 Sam.Saengsudham@alaska.gov	Graham Knox 250-356-8383 Graham.Knox@gov.bc.ca	Kelli Gustaf (425) 649-7194 Kgus461@ecy.wa.gov	Mike Zollitsch (see above)	Dave Blurton 916-864-4975 dblurton@ospr.dfg.ca.gov	Curtis Martin (see above)
Railroad and truck spills	Larry Iwamoto 907-269-7683 larry.iwamoto@alaska.gov	Laurie Boyle (see above)	Jason Reichart (360) 407-7390 jare461@ecy.wa.gov	Mike Zollitsch (see above)	CAPT Paul Hamilton 916-324-9829 phamilto@ospr.dfg.ca.gov	Curtis Martin (see above)
Salvage Capabilities and Regulations	Scot Tiernan (see above)	Graham Knox (see above)	Bob Troyer 360-6904783 btro461@ecy.wa.gov	Mike Zollitsch (see above)	Scott Schaefer (see above)	Curtis Martin (see above)
Tug Escort Requirements	John Kotula (see above)	Graham Knox (see above)	Jon Neel & Chip Boothe (see above)	N/A	Joy Lavin-Jones (see above)	Curtis Martin (see above)
Towing vessel inspection regulations	John Kotula (see above)	N/A	Norm Davis 206-389-2438 ndav461@ecy.wa.gov	Mike Zollitsch (see above)	Joy Lavin-Jones (see above)	Curtis Martin (see above)
Federal Preemption Issues	Larry Dietrick (see above)	Graham Knox (see above)	Jon Neel (see above)	Mike Zollitsch (see above)	Steve Sawyer (916)324-9812 ssawyer@ospr.dfg.ca.gov	Curtis Martin (see above)
Vessel traffic trends & risks	Gary Folley 907-262-3411 gary.folley@alaska.gov	Graham Knox (see above)	Chip Boothe (see above)	Mike Zollitsch (see above)	Ted Mar (see above)	Curtis Martin (see above)
Cruise Ship Operations	Rob Edwardson 907-465-5312 Robert.edwardson@alaska.gov	Laurie Boyle (see above)	Norm Davis (see above)	Mike Zollitsch (see above)	Ted Mar (see above)	Curtis Martin (see above)

I. B. Spill Prevention Topics of Concern - continued:

TOPIC	ALASKA	BC	WASHINGTON	OREGON	CALIFORNIA	HAWAII
NPDES for vessel wastewater discharges	Rob Edwardson (see above)	Graham Knox (see above)	Chip Boothe (see above)	N/A – EPA Region 10	Ted Mar (see above)	Curtis Martin (see above)
LNG shipping & terminal operations	John Kotula (see above)	Graham Knox (see above)	Bob Troyer (see above)	Mike Zollitsch (see above)	Ted Mar (see above)	Curtis Martin (see above)
Green Ports	Gary Folley (see above)	Graham Knox (see above)	Diane Butorac (360)407-6238 dbut461@ecy.wa.gov	Pete Dalke 503-229-5588 dalke.pete@deg.state.or.us	Scott Schaefer (see above)	Curtis Martin (see above)
Ballast water regulations	John Kotula (see above)	Graham Knox (see above)	Chip Boothe (see above)	Rian Hooff 503-229-6868 hooff.rian@deg.state.or.us	Steve Foss 916-341-6958 sfoss@ospr.dfg.ca.gov	Curtis Martin (see above)
Spill Prevention Lessons Learned	Betty Schorr (see above)	Graham Knox (see above)	Mike Lynch (360)407-7482 mily461@ecy.wa.gov	Mike Zollitsch (see above)	Ted Mar (see above)	Curtis Martin (see above)

II. A. Spill Preparedness and Response Projects

TASK	ALASKA	BC	WASHINGTON	OREGON	CALIFORNIA	HAWAII
Promote U.S./CN Transboundary Recommendations	Gary Folley (see above)	Graham Knox (see above)	Dave Byers 360-407-6974 dbye461@ecy.wa.gov	Mike Zollitsch (see above)	Mike Sowby 916-324-7629 msowby@ospr.dfg.ca.gov	Curtis Martin (see above)
Increase U.S. Limits of Liability	Clare Pavia 907-465-5283 Clare.Pavia@alaska.gov	N/A	Nhi Irwin 360-407-7514 nhoa461@ecy.wa.gov	Mike Zollitsch (see above)	Steve Sawyer (see above)	Curtis Martin (see above)
Track ICS changes and applications	Larry Iwamoto 907-269-7683 larry.iwamoto@alaska.gov	D'Arcy Segó (see above)	Elin Storey 425-649-7111 eabr461@ecy.wa.gov	Mike Zollitsch (see above)	Chris Klumpp 916-322-1195 cklumpp@ospr.dfg.ca.gov	Curtis Martin (see above)
Maintain OILS-911	Scot Tiernan (see above)	Laurie Boyle (see above)	Mary-Ellen Voss (see above)	Mike Zollitsch (see above)	Scott Schaefer (see above)	Curtis Martin (see above)
Mutual Aid issues & updates	Larry Iwamoto (see above)	Graham Knox (see above)	Dave Byers (see above)	Mike Zollitsch (see above)	Scott Schaefer (see above)	Curtis Martin (see above)
Track and provide input to Oil Spill R&D projects	Dianne Munson (907) 269-3080 Dianne.munson@alaska.gov	Laurie Boyle (see above)	Keeney, Conor (425) 649-7063 CKEE461@ecy.wa.gov	Don Pettit 503-229-5373 Pettit.don@deq.state.or.us	Judd Muskat 916-324-3411 jmuskat@opsr.dfg.ca.gov	Curtis Martin (see above)

II. B. Spill Preparedness and Response Topics of Concern

TOPIC	ALASKA	BC	WASHINGTON	OREGON	CALIFORNIA	HAWAII
Volunteer Planning & Management	Larry Iwamoto (see above)	D'Arcy Seago (see above)	Linda Pilkey-Jarvis 360-407-7447 jpil461@ecy.wa.gov	Don Pettit (see above)	Cindy Murphy 916-324-6250 cmurphy@ospr.dfg.ca.gov	Curtis Martin (see above)
Drill Programs	John Kotula (see above)	Graham Knox (see above)	Elin Storey 425-649-7111 eabr461@ecy.wa.gov	Scott Smith 503-229-5370 Smith.scott@deg.state.or.us	Scott Schaefer (see above)	Curtis Martin (see above)
Applied Response Technologies & regulations	Bob Mattson (see above)	Graham Knox (see above)	Dave Byers (see above)	Don Pettit (see above)	Ellen Faurot-Daniels 831-649-2888 efaurord@ospr.dfg.ca.gov	Curtis Martin (see above)
Development of BAT/BAP	Sam Saengsudham 907-269-3078 Sam.saengsudham@alaska.gov	Graham Knox (see above)	Sonja Larson 360-407-6682 Slar461@ecy.wa.gov	Don Pettit (see above)	Ted Mar (see above)	Curtis Martin (see above)
OSRO mergers, certifications, mutual aid, and response capabilities	To be determined	Graham Knox (see above)	Linda Pilkey-Jarvis (see above)	Mike Zollitsch (see above)	Chris Klumpp (see above)	Curtis Martin (see above)
JIC planning, training, guidelines	Ty Keltner 907-465-5009 Ty.Keltner@alaska.gov	Graham Knox (see above)	Curt Hart 360-480-7908 char461@ecy.wa.gov	William Knight 503-229-5680 Knight.William@deg.state.or.us	Alexia Retallack 916-322-1683 aretallack@ospr.dfg.ca.gov	Curtis Martin (see above)
NRDA	Dale Gardner 907-269-7682 Dale.gardner@alaska.gov	Graham Knox (see above)	Rebecca Post 360-407-7114 repo461@ecy.wa.gov	Don Pettit (see above)	Julie Yamamoto 916-327-3196 jamamot@ospr.dfg.ca.gov	Curtis Martin (see above)
Coordinated Oiled Wildlife Care	Bob Mattson (see above)	Graham Knox (see above)	Sonja Larson (see above)	Jon Germond ODF&W (503) 947-6088 Jon.p.Germond@state.or.us	Dr. Mike Ziccardi, Oiled Wildlife Care Network 530-752-4167 mhzziccardi@ucdavis.edu	Curtis Martin (see above)
Seabird & other vulnerable marine populations	Bob Mattson (see above)	Graham Knox (see above)	Rebecca Post (see above)	Don Pettit (see above)	Dr. Mike Ziccardi (see above) Julie Yamamoto (see above)	Curtis Martin (see above)

II.B. Spill Preparedness and Response Topics of Concern, continued:

TOPIC	ALASKA	BC	WASHINGTON	OREGON	CALIFORNIA	HAWAII
Promote remote sensing & 24/7 response capabilities	John Engles 907-835-4698 john.engles@alaska.gov	Graham Knox (see above)	Dave Byers (see above)	Mike Zollitsch (see above)	Judd Muskat 916-324-3411 jmuskat@ospr.dfg.ca.gov	Curtis Martin (see above)
Nontank vessel C-Plan issues & regulations	John Kotula (see above)	Graham Knox (see above)	Linda Pilkey-Jarvis (see above)	Scott Smith (see above)	Joy Lavin-Jones (see above)	Curtis Martin (see above)
Places of Refuge Planning	Larry Iwamoto (see above)	Graham Knox (see above)	Linda Pilkey-Jarvis (see above)	Don Pettit (see above)	Kathleen Jennings 707-864-4938 Kjennings@ospr.dfg.ca.gov	Curtis Martin (see above)
Status of the Oil Spill Liability Trust Fund	Gary Cuscia 907-465-5270 Gary.cuscia@alaska.gov	Graham Knox (see above)	Nhi Irwin (see above)	Mike Zollitsch (see above)	Scott Schaefer (see above)	Curtis Martin (see above)
Update the IVRP & expand to NTVs	Betty Schorr (see above)	Graham Knox (see above)	Linda Pilkey-Jarvis (see above)	Scott Smith (see above)	Ted Mar (see above)	Curtis Martin (see above)
Deepwater Horizon SONS Lessons Learned	Larry Iwamoto (see above)	N/A	Linda Pilkey-Jarvis (see above)	Mike Zollitsch (see above)	Scott Schaefer (see above)	Curtis Martin (see above)
Preparedness - Response Lessons Learned	Larry Iwamoto (see above)	Graham Knox (see above)	John Butler 360-407-6970 jbut461@ecy.wa.gov	Mike Zollitsch (see above)	Chris Klumpp (see above)	Curtis Martin (see above)

ATTACHMENT D

2011 - 2012 WORKPLAN TIMELINE

<u>Work Product</u>	<u>Primary Responsibility</u>
AT/BY FALL COORDINATING COMMITTEE 2011 (NOV)	
Collect January – June 2011 data	C. Stephens, Data Workgroup & EC
Host Fall POSPET Meeting	EC & Oregon DEQ
Host Pacific HSC summit	EC & OSPR
2011 Annual Meeting debrief	EC & Coordinating Committee
Participate in Clean Pacific Program Committee	EC & Coordinating Committee
Request 2012 Legacy Award nominations	Executive Coordinator
Provide job description & budget template	Executive Coordinator
Make decision regarding Investigator Training in 2011	EC & Coordinating Committee
Share and discuss PQSs	EC & Coordinating Committee
Provide comment on a regional bunkering video	OSPR, EC, & Coordinating Committee
AT/BY WINTER COORDINATING COMMITTEE 2012 (FEB)	
Produce Mid-Term report to Task Force Members	Executive Coordinator
Conduct R&D Workgroup Conference Call	EC & Judd Muskat
Collect July – December 2011 data	C. Stephens, Data Workgroup, & EC
Review draft outline for extended Strategic Plan	EC & Coordinating Committee
Promote Clean Pacific & recruit co-hosts and supporters	EC & Coordinating Committee
Submit Limits of Liability petitions	Executive Coordinator
Review Legacy Award nominations	EC, CC, & Task Force Members
Announce RFP for Executive Coordinator position	Ecology & Coordinating Committee
Review RFPs & select applicants for interviews	Coordinating Committee
Identify need for additional PQSs	EC & Coordinating Committee
AT/BY SPRING COORDINATING COMMITTEE 2012 (MAY)	
Interview and hire new Executive Coordinator	Task Force Members & CC
Host Spring POSPET meeting	EC and Ecology
Produce 2010 Data report	C. Stephens, Data Workgroup & EC
Produce 2011 Annual Report	EC & Coordinating Committee
Meet with USCG and request CAIP report	EC & Coordinating Committee
Plan booth at Clean Pacific	Executive Coordinator
Host Clean Pacific Conference	Task Force Members
Give 2012 Legacy Awards at Clean Pacific Conference	Task Force Members
Adopt Extended Strategic Plan	Task Force Members
Produce and promote bunkering video	OSPR, EC & Coordinating Committee
AT/BY SUMMER COORDINATING COMMITTEE 2012 (TBD)	
Retiring EC trains new EC who begins 7/1/2012	Executive Coordinators
Host Investigator Training Course, if needed	Ecology or OSPR
Distribute 2012 Annual Report	Executive Coordinator
Conduct R&D Workgroup Conference Call if needed	EC & Judd Muskat

ONGOING or AS NECESSARY

Maintain & Improve Database	C. Stephens, Data Workgroup & EC
Encourage HSC adoption of Vessel BIPs as SOCs	EC & Coordinating Committee
Implement 2008 WCOVTRM recommendations	EC & Coordinating Committee
Implement, promote & monitor 2011 TB recommendations	EC & Coordinating Committee
Share information on transiting vessels	EC & Coordinating Committee
Support POSPET	EC & member agencies
Promote BIPs for vessels & tank barges	EC & member agencies
Maintain & monitor 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
Maintain partnerships with U.S. & CN federal agencies	EC & Coordinating Committee
Maintain Task Force contract and Interagency Agreements	WA DOE & member agencies
Implement Communications initiatives	EC & member agencies
Track Federal rulemaking; comment as needed	EC & member agencies
Track changes to ICS	EC, L. Iwamoto & ICS Workgroup
Monitor Mutual Aid Issues	EC & Coordinating Committee
Maintain contacts with coastal states & provinces	Executive Coordinator

Glossary for Appendix D

AWO	American Waterways Operators (Pacific Region)
BIPs	Best Industry Practices
CAIP	Critical Area Inspection Program
CC	Coordinating Committee
CN	Canadian
EC	Executive Coordinator
HSC	Harbor Safety Committee(s)
ICS	Incident Command System
OSPR	California Office of Spill Prevention & Response
POSPET	Pacific Oil Spill Prevention Education Team
PQs	Professional Qualification Standards
R&D	Research and Development
RFP	Request for Proposals
SOCs	Standards of Care
TB	Transboundary
U.S.	United States
USCG	U.S. Coast Guard
WCOVTRM	West Coast Offshore Vessel Traffic Risk Management
WA DOE	Washington Department of Ecology