

Washington State Citizens Committee on Pipeline Safety

Meeting Minutes

Utilities and Transportation Commission

621 Woodland Square Loop SE, Lacey, WA 98503

Via Teams

December 7, 2022

Present members:Jerome Delvin, Chair
Leanne Guier, Vice-Chair
Gregory Baruso
Donna Albert
Albert Chang**Absent members:**Bill Caram
Aaron Losik
Andreas Kammereck
Vacant, Position 5**Other attendees:**John Trier, UTC Pipeline Safety Program
Scott Zimmerman, Dept. of Ecology
Brian Shultz, Avista Compliance Manager**Agenda Items:**1) **Welcome, Meeting Protocols, Introductions, and Adoption of September 14, 2022 Minutes**

At 9:36 a.m. the meeting was brought to order by Jerome Delvin who welcomed all attendees. In a unanimous vote, the Committee adopted the Sept 14, 2022 meeting minutes as written.

2) **Leadership Election**

- Since the last meeting, there have been no new appointments or reappointments provided to CCOPS or UTC by the Governor's Boards and Commissions Office. After the previous meeting, John Trier spoke with Joann Grim from the Governor's office to determine if there was anything further that needed to be done to resolve the open / pending appointments. Joann confirmed that current members could continue to attend and vote and the Governor's office was working to catch up to outstanding appointments.
- The current Vice-Chair, Leanne Guier, was advanced to Chair, and a motion was made for Donna Albert for the Vice-Chair position. In a unanimous vote, Donna Albert was elected as the new Vice-Chair.
- Committee members thanked the outgoing Chair, Jerome Delvin, for his years of service in the position throughout the pandemic and recovery.

3) **Committee Workplan and Best Practices, Meeting Schedule Updates**

- The committee discussed increasing the frequency of meetings in order to regain momentum that was lost over the prior two years. The committee unanimously voted to approve a change to the bylaws to set a bi-monthly meeting schedule for odd-numbered months.
- The first meeting for 2023 was set for January 18, 2023.

ACTION ITEM: John Trier will distribute a poll to Committee members to set meeting dates for the remaining meetings in 2023.

ACTION ITEM: John Trier will update the bylaw text to reflect the new meeting schedule approved by the Committee.

4) **Pipeline Safety Trust Presentation and Discussion**

Unfortunately, due to illness, the members from the Trust were unable to attend this meeting.

ACTION ITEM: John Trier will reschedule the presentation by the Trust to the Jan 18, 2023, meeting.

5) **Outreach Subcommittee Report**

Donna Albert provided a report on the subcommittee activities and discussions of the subcommittee. Committee members would reach out to the Association of Washington Cities (AWC) and the Washington State Association of Counties (WSAC). Leanne Guier suggested that the Committee could work with the UTC to provide a workshop at the AWC's conference in Spokane in June. Jerome Delvin observed that WSAC would also be doing meetings during the summer that might also be a good place to provide a presentation.

ACTION ITEM: Leanne Guier and Jerome Delvin will contact the AWC & WSAC respectively to confirm the meeting dates and process to add a presentation to those agendas.

6) **Department of Ecology Update**

Document is posted on the UTC CCOPS website. Scott Zimmerman of Ecology reported on spill contingency planning, drills, and geographic response planning. The Department of Ecology is evaluating deployments, tabletops, and participating in drills in person once again.

7) **UTC Update**

John Trier provided a brief overview of changes within the UTC Pipeline Safety Program (Program) since the last meeting.

- Agency Update discussed steps in opening the building to the public.
- Program Staff Update, both Sean Mayo and Deborah Becker are no longer with the Program and recruitment efforts are underway.
- Since the last CCOPS meeting in September, the Program completed
 - 25 individual scheduled inspections
 - 66 unannounced operations and maintenance crew inspections.
 - 21 facility inspections
 - 39 calls to the incident hotline
 - 32 of 34 Section 114 inspections.

8) **Public Comments**

Chair Delvin asked for anyone interested in providing public comments. No one requested time or provided comments.

9) **Review of Action Items, Topics for Next Meeting and Other Business**

- Reschedule the Trust's presentation to the next meeting.
- John Trier will send out a poll to the Committee members to select 2023 meeting dates.
- John Trier will update the bylaw text to reflect the changes to the meeting schedule approved by the Committee
- Leanne Guier and Jerome Delvin will contact the AWC & WSAC respectively to confirm the meeting dates and process to add a presentation to those agendas.

Adjourn

The meeting adjourned at 10:34 a.m.