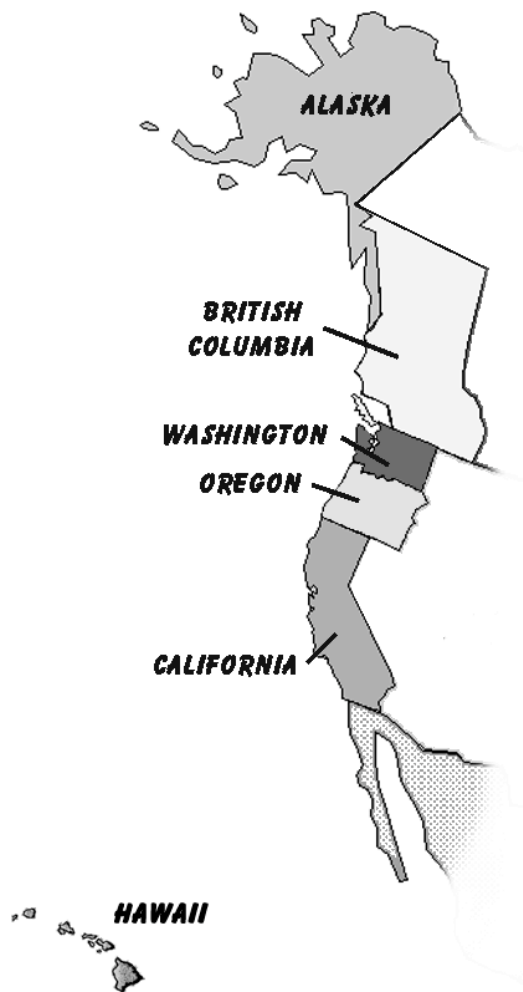


**The Pacific States/British Columbia
Oil Spill Task Force
2002-2003 Annual Workplan**



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

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2002-2003 Annual Workplan

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- A. Task Force Mission and Goals**
- B. Key Task Force Personnel**
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- D. 2002-2003 Annual Workplan Timeline**

Spill Prevention Objective: Define and implement either regulatory or public/private partnership programs which effectively prevent oil spills and water pollution from vessels, facilities, recreational boating activities, and pipelines.

I. The Pacific States/BC Oil Spill Task Force Database Project

Goal: To develop a composite database of spill events and incidents in our member jurisdictions that provides information on regional spill trends and causal factors.

Lead Responsibility: Jack Barfield, Washington Department of Ecology

Process and Timeline:

Step 1: Establish a Database Project Workgroup with the following charter:

- Identify short-term steps and goals that will incrementally achieve the project goal.
- Identify minimum near-term, achievable reporting requirements; ex: submission of the six key fields (Oil type, Quantity, Date, Location, Source, and Cause) in Excel format.
- Establish a data submission frequency (at least quarterly) that promotes a consistent application of effort and quality review by member agencies, rather than the present annual submission.
- As the quality and scope of data submission improves, collaborate to design an Access-based user interface that facilitates import of data submissions by member agencies as well as analysis of the regional information for trends and causal factors.

The workgroup shall 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 Jack Barfield of the Washington Department of Ecology. The workgroup will convene primarily by conference call, normally on a quarterly basis, but is also authorized to meet face-to-face once over the 2002-2003 work year if needed.

Target Date: The Workgroup to be established in the Fall of 2002 and ongoing thereafter.

Step 2: In order to promote consistent application of the Data Dictionary, member agencies will participate in an investigator training course to be organized by the California Office of Spill Prevention and Response in cooperation with the Marine Facilities Division of the California State Lands Commission and the Washington Department of Ecology. Other state and federal agencies will be invited to participate as well.

Target Date: Fall 2002

Task 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. Send staff to the investigator training event as needed.
- WA Department of Ecology: Provide necessary project leadership.
- OSPR: Organize the investigator training event in cooperation with Ecology and MFD.
- BC Ministry of Water, Land, and Air Protection: Provide liaison with the Provincial agency that manages spill data and facilitate their participation in this program.
- Executive Coordinator: Provide necessary material and project staffing.

II. Implementation of the West Coast Offshore Vessel Traffic Risk Management

Project Workgroup Recommendations

Goal: Work with the US and Canadian Coast Guards and other federal agencies as necessary to implement the recommendations of the West Coast Offshore Vessel Traffic Risk Management Project Workgroup.

Lead Responsibility: Task Force Executive Coordinator

Process and Timeline:

Step 1: Meet with representatives of the US Coast Guard Pacific Area, NOAA Charting Services, the Canadian Coast Guard, and Transport Canada to identify necessary steps to implement the Workgroup's recommendations.

Target Date: Fall 2002, and ongoing thereafter as needed

Step 2: Conduct outreach to the marine industry sectors operating on the West Coast to familiarize them with the Workgroup's recommendations. Do so through mailings of the Final Project Report, presentations, and media outreach.

Target Date: Fall 2002 and ongoing as needed

Step 3: Implementation of the Task Force's Causal Database project. See Task #1 above.

Target Date: Ongoing; see Task #1 above

Task Workload:

- Each agency: Prioritized participation in the Database project and communication of the Workgroup's recommendations to harbor safety committees, local ports, federal agencies, and the maritime industry in their jurisdictions.
- Executive Coordinator: Lead on all steps identified above and coordination with member agencies on their outreach.

III. Development of voluntary management and operating standards for tanker operators

Goal: Work with representatives of the US Coast Guard Pacific Area and tanker operators on the West Coast to define management and operating standards that are highly protective of the environment, and achievable, to be voluntarily incorporated into tank vessel chartering policies.

Lead Responsibility: Executive Coordinator

Process and Timeline:

Step 1: Identify representatives of the US Coast Guard, tanker operators, and member agencies to participate, and organize a meeting.

Target Date: Winter 2003

Step 2: Draft a summary of the standards agreed to at the meeting to be reviewed and approved by participants. Discuss possibilities of press releases or formal agreements.

Target Date: Spring 2003

Task Workload:

- Each agency: Participate in meeting and review of meeting summary.
- Executive Coordinator: Lead on implementation of all steps identified above.

IV. Pacific Oil Spill Prevention Education Team (POSPET)

Goal: Participate in the Pacific Oil Spill Prevention Education Team's campaign to prevent small, chronic oil spills from fishing and recreational vessels and marinas.

Lead Responsibility: Task Force Executive Coordinator with representatives of member agencies assigned to POSPET.

Process and Timeline:

Step 1: Participate in the Pacific Oil Spill Prevention Education Team (POSPET) and continue the education campaign to prevent small chronic spills.

Target Date: Ongoing

Task Workload:

- Executive Coordinator: Participate in periodic POSPET meetings, monitor progress, report to the Coordinating Committee.
- Each Member 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 by conference call.
- Coordinating Committee: Monitor and advise on task implementation.

V. Monitor conversion of 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, and near-misses involving both tankers and non-tank vessels transiting between member jurisdictions.

Lead Responsibility: Laura Stratton, Washington Department of Ecology

Process and Timeline:

Step 1: Ecology will maintain and provide the Coordinating Committee with a listing of TAPS tankers that includes vessel names, build dates, retirement dates, and owner/operators, in order to monitor the age and double-hull conversion dates for these tankers.

Target Date: Quarterly

Step 2: The Executive Coordinator will periodically request information from the US Coast Guard regarding TAPS tanker inspections and any trends of concern with regard to the condition of these tankers. All member agencies will share information on factors influencing industry decisions to replace single hull tankers.

Target Date: At least annually

Step 3: All member agencies will share information with others regarding both tank and non-tank vessel inspections, incidents, and near-misses which indicate possible risks to other member jurisdictions.

Target Date: Ongoing

Task Workload:

- Laura Stratton (Ecology) will take the lead on tracking and advising the Coordinating Committee regarding double-hull conversions 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 inspections of TAPS tankers.

VII. 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
- Pipeline spill prevention
- Bunkering and Oil Transfer standards
- Offshore Lightering
- Highway and railroad spill trends
- Spill prevention at facilities
- California's development of a "threat matrix" to prioritize oil spill risks from sunken vessels
- Port and facility Best Available Protection standards

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: Identify Points of Contact for these Topics of Concern and participate as appropriate.

Spill Preparedness/Response Objective: To enhance response capabilities in US and Canadian Pacific coastal waters.

I. Develop a contingency plan prototype for vessels and facilities.

Goal: Initiate a multi-year review of the vessel and facility oil spill contingency planning requirements of member agencies. Develop common goals that will enhance spill preparedness and promote coastal regulatory consistency. The specific requirements to be reviewed will include, but are not be limited to, the following topics:

- Qualified Individuals
- Incident Management Teams
- Oil Spill Response Organizations
- Geographic Response plans/strategies and other shoreline protection mechanisms
- Response standards that promote a systems approach
- Non-mechanical Response Strategies
- Responder training standards
- Drills/exercises
- Planning cycles
- Salvage, emergency services, and source control
- Wildlife rescue and rehabilitation
- Spill Management after the first 24 hours
- Inland response standards
- Scenario assumptions
- Certificates of Financial Responsibility

Lead Responsibility: Executive Coordinator

Process and Timeline:

Step 1: The Coordinating Committee will allocate as much as an additional four hours discussion time to these topics at their quarterly meetings.

Target Date: Summer and Fall Quarterly meetings, conference calls as needed

Step 2: The Executive Coordinator will draft a prototype of contingency planning standards to be reviewed and approved by the Committee.

Target Date: December 2002

Step 3: Once a prototype of recommended contingency plan standards is adopted, discuss these with key stakeholders in a regional roundtable forum.

Target Date: Winter Quarterly meeting 2003

Step 4: Based upon stakeholder input, revise and present a final set of recommendations to the Task Force Members for approval.

Target Date: Spring 2003

Step 5: Members sign an agreement to implement these goals in as consistent a manner as possible.

Target Date: Summer, Annual Meeting 2003

Task Workload:

- Each Coordinating Committee member: Work at quarterly meetings and between meetings as necessary, including assigning staff to assist on this project and working with their Task Force Member on final approval.
- Each member agency: Assign other program staff as necessary.
- Executive Coordinator: Overall coordination and project implementation.

II. Contingency planning requirements for non-tank vessels

Goal: Support US Coast Guard and state initiatives to require oil spill contingency planning and response contracts for non-tank vessels of 300 gross tons or larger.

Lead Responsibility: Executive Coordinator

Process and Timeline:

Step 1: Provide letters of support, testimony, and expertise as necessary.

Timeline: Ongoing

Task Workload:

- Each agency: Review and comment on letters and testimony and provide expertise and advice.
- Executive Coordinator: Lead on implementation of all methods identified above.

III. Maintain the Integrated Vessel Response Plan matrix

Goal: Maintain the Integrated Vessel Response Plan (IVRP) guidance matrix and track its use.

Lead Responsibility: Executive Coordinator

Process and Timeline:

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

Target Date: As needed

Step 2: Provide revisions to both the Task Force and US Coast Guard web sites and announce these revisions in the Task Force's Quarterly Report to Stakeholders.

Target Date: As needed

Task Workload:

- Each member agency: Advise the Executive Coordinator of any rule revisions affecting vessel contingency plans.
- Each Coordinating Committee member: Ensure that the agency obligation is met.
- Executive Coordinator: Overall coordination and implementation as described above.

IV. 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 report on monthly usage of the spill reporting system by member jurisdiction.

Target Date: Quarterly

Step 3: Each participating member agency shall 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

Task Workload:

- Each participating member agency: See step 3 above.
- Each Coordinating Committee member: Ensure that their member agency responsibilities are met and report any problems to the Executive Coordinator.
- Executive Coordinator: Overall coordination and implementation as described above.

V. Spill Preparedness/Response Topics of Concern

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

- Unannounced drill programs
- Financial responsibility requirements, state and federal
- Spill reporting requirements as they apply to the US Navy and foreign-flag vessels operating outside of US territorial waters.
- Hazardous material spill contingency planning
- Response technologies, including research and development
- Salvage capabilities and regulations
- Response training standards for member agency personnel

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: Identify Points of Contact for these Topics of Concern and participate as appropriate.

Communications Objective: Improve communications within the Task Force and with the general public as well as with key stakeholders, and maintain a high level of public and stakeholder involvement in Task Force activities.

A. External Communications

I. Stakeholder Outreach

Goal: Continue outreach to stakeholders by providing 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, project roundtables, or workshops.

Target Date: Ongoing

Step 2: Invite the public to attend the Annual Meeting and one other issue-specific event each year, as approved by the Coordinating Committee.

Target Date: Annually

Step 3: Produce an electronic *Quarterly Report to Our Stakeholders* to communicate Task Force initiatives and activities. Produce an Annual Report describing both Task Force and Member Agency activities for the past work-year.

Target Date: Ongoing

Step 4: 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 receive information on Task Force activities through the *Quarterly Report* or 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: Attend meetings of the American Petroleum Industry's Spills Advisory Group in order to maintain information exchange with US federal agencies and industry attendees.

Target Date: Meetings as scheduled

Step 8: Survey Pacific region and national environmental groups active on oil spill and maritime issues. Advise the Coordinating Committee on their priority issues, membership, and geographic area.

Target Date: Spring 2003

Task Workload:

- Each Agency: Provide agency program information for the Annual Report, assist with the annual update of the R&D matrix.
- Coordinating Committee: Implement Steps 1, 5, and 6 above, and 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.

II. 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 federal and international agencies; Stafford Reid at the BC Ministry of Environment will take the lead with Canadian federal 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 comment will be coordinated by the Executive Coordinator according to established procedures¹.

Target Date: Ongoing

Task Workload:

- Each Agency: Suggest opportunities for comment. Draft comments as they chose.
- 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.

¹ 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 review and comment 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.

III. Maintain the Task Force web site

Goal: Maintain the World Wide Web site which provides information on the Task Force and its activities as well as links to member and federal agency web sites.

Lead Responsibility: Stafford Reid of the British Columbia Ministry of Water, Land, and Air Protection

Process and Timeline:

Step #1: Ensure that current information including meeting information, reports, comments, correspondence, agreements, Member web sites, and the annual Workplan are available through the Web Site.

Target Date: Ongoing

Step 2: Post the Quarterly Report to Our Stakeholders on the web site.

Target Date: Quarterly, as produced.

Task Workload:

- BC Ministry of Water, Land, and Air Protection: Maintain and update the web site as needed.
- Each Agency: Use the web site as a resource for information on Task Force activities, reports, resolutions, and agreements.
- Coordinating Committee: Periodically review the Task Force web site to assure that connections to their agency's web site are current.
- Executive Coordinator: Provide Task Force information in electronic format to the BC Ministry of Water, Land, and Air Protection and periodically review the web site for accuracy and currency.

IV. Continue the Legacy Awards Program

Goal: Maintain the Legacy Awards Program to recognize spill prevention, preparedness and response activities that exceed regulatory requirements and serve as models of exemplary performance.

Lead Responsibility: Executive Coordinator

Process and Timeline:

Step 1: Announce the Awards program and seek nominations.

Target Date: Early Spring 2003

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: Late Spring 2003

Step 3: Winners are notified. Press notices on the Awards program and the winners are released. The Legacy Awards are presented at the Annual Meeting.

Target Date: Summer 2003

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.

V. Meetings with federal officials

Goal: Meet with representatives of the US Coast Guard Pacific Area Marine Safety Division, the US Coast Guard Office of Response, the Canadian Coast Guard, Transport Canada, the US Environmental Protection Agency, and Environment Canada, at least annually, to identify opportunities for cooperation, collaboration, and coordination.

Lead Responsibility: Executive Coordinator

Process and Timeline:

Step 1: Arrange meetings in conjunction with the Coordinating Committee's quarterly meetings.

Target Dates: Fall or Spring 2002

Step 2: Continue such meetings at least annually.

Target Date: As necessary and possible

Task workload:

- Coordinating Committee: Participate in discussions outlined above, follow-through as necessary.
- Executive Coordinator: Facilitate discussions and arrange for meetings with USCG officials.

B. Internal Communications

I. Continuous communications improvement 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: Exchange information on member agency initiatives and activities, including training opportunities.

Target Date: Ongoing

Step 2: Maintain both a Contact List of Task Force Members and Coordinating Committee members, as well as a directory of member agency staff by program area. These will serve as aids to direct contact between agency staff and will promote coordinated and consistent policy development and implementation. Points of contact for special Topics of Concern will be identified in the Annual.

Target Date: Update annually or as needed

Step 3: Produce a Management Report to Task Force Members on the progress of Strategic Plan projects and other current activities.

Target Date: Quarterly

Step 4: 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 5: Encourage member agencies to share staff expertise when appropriate for specific projects.

Target Date: Ongoing

Step 6: Maintain the Task Force Stakeholder mailing list. Periodically circulate the list for Coordinating Committee review.

Target Date: Quarterly maintenance; circulated at least annually

Step 7: Provide for the Coordinating Committee to meet for purposes of information exchange and Task Force administration, rotating meeting locations among member jurisdictions.

Target Date: Quarterly

Step 7: Develop a long-term management proposal covering Task Force staff in conjunction with a new round of strategic planning, beginning with a Planning Retreat.

Target Date: Fall 2002

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 US/Canadian Transboundary information of concern through their Coordinating Committee member. Address need for revised and permanent staff management strategy.
- Executive Coordinator: Overall coordination and implementation as described above.

Attachment A

OUR MISSION

The mission of the States/British Columbia Oil Spill Task Force is to strengthen member agency efforts to prevent, prepare for, and respond to oil spills in US and Canadian Pacific coastal waters by exchanging information, sharing resources, promoting a consistent approach to regulatory standards, collaborating with key stakeholders to address shared concerns, reviewing current legislative authorizations and making recommendations for necessary changes, and advocating for our common interest on national and international issues.

OUR GOALS

To prevent oil spills in US and Canadian Pacific coastal waters, both large spills that occur rarely but cause catastrophic impacts, and small spills that occur daily and have an equally devastating cumulative effect.

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 and provincial agencies 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 operators, the oil industry, response contractors, 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, response, and remediation.

To serve as a model of cooperation and coordination for the rest of North America.

OUR OBJECTIVES

Spill Prevention: Define and implement either regulatory or public/private partnership programs which effectively prevent oil spills and water pollution from vessels, facilities, recreational boating activities, and pipelines.

Spill Preparedness and Response: Enhance response capabilities in US and Canadian Pacific coastal waters.

Communications: Improve communications within the Task Force and with the general public as well as with key stakeholders, and maintain a high level of public and stakeholder involvement in Task Force activities.

Attachment B

KEY TASK FORCE PERSONNEL

Task Force Members:

- Michele Brown (1995 -2002)
Commissioner, Alaska Department of Environmental Conservation
- Tom Fitzsimmons (1996 - 2002)
Director, Washington Department of Ecology
- Harlan Henderson (2001 - 2002)
Administrator, Office of Spill Prevention and Response,
California Department of Fish and Game
- Paul Slyman (2001 - 2002)
Administrator, Land Quality Division, Oregon Department of Environmental Quality
- Derek Thompson (1999 -2002)
Deputy Minister, British Columbia Ministry of Water, Land, and Air Protection
- Gary Gill (2001-2002)
Hawaii Deputy Director for Environmental Health

Coordinating Committee Members:

- Larry Dietrick (1999 -2002)
Alaska Department of Environmental Conservation
- Heather Taylor (2001-2002)
British Columbia Ministry of Water, Land, and Air Protection
- Stan Norman (1995-2002)
Washington Department of Ecology
- Scott Schaefer (2000-2002)
Office of Spill Prevention and Response, California Department of Fish and Game
- Mike Zollitsch (1997-2002)
Oregon Department of Environmental Quality
- Curtis Martin (2001-2002)
Office of Hazard Evaluation and Emergency Response

Executive Coordinator:

- Jean Cameron (1993-2002)
Pacific States/British Columbia Oil Spill Task Force

Attachment C

Task Force Member Agency Points of Contact for 2002 - 2003 Annual Workplan Projects

I. A. Spill Prevention Projects

PROJECT	ALASKA	BC	WASHINGTON	OREGON	CALIFORNIA	HAWAII
Database	Camille Stephens 907-465-5242 Camile_Stephens@envircon.state.ak.us	Stafford Reid 250-952-4869 Stafford.Reid@gems9.gov.bc.ca	Jack Barfield 360-407-7483 jacb461@ecy.wa.gov	Mary Lou Perry 503-229-5731 perry.mary.lou@deq.state.or.us	Spencer Ung 916-323-1487 sung@ospr.dfg.ca.gov	Curtis Martin 808-586-4249 cmartin@eha.health.state.hi.us
WCOVTRM follow-through	Betty Schorr 907-269-7566 Betty_Schorr@envircon.state.ak.us	Stafford Reid (see above)	Stan Norman 360-407-7465 snor461@ecy.wa.gov	Ed Wilson 503-229-5373 Wilson.Edmund@deq.state.or.us	Rick Holly 707-864-4902 rholly@ospr.dfg.ca.gov	Curtis Martin (see above)
Defining tanker Standards	Bill Hutmacher 907-269-3054 Bill_Hutmacher@envircon.state.ak.us	Heather Taylor 250-952-4870 Heather.Taylor@gems9.gov.bc.ca	Stan Norman (see above)	Mike Zollitsch 503-229-6931 Micheal.j.zollitsch@deq.state.or.us	Scott Schaefer 916-445-9326 sschaefer@ospr.dfg.ca.gov	Curtis Martin (see above)
POSPET	Leslie Pearson 907-269-7543 Leslie_Pearson@envircon.state.ak.us	Stafford Reid (see above)	Mariann Cook-Andrews 360-407-7211 maco461@ecy.wa.gov	Jack Wylie 503-229-5716 wylie.john@deq.state.or.us	Dana Michaels 916-327-9948 dmichael@ospr.dfg.ca.gov	Curtis Martin (see above)
Monitor TAPS and vessel info exchange	Bill Hutmacher (see above)	Stafford Reid (see above)	Laura Stratton 360-407-7485 lstr461@ecy.wa.gov Stan Norman	Mike Zollitsch (see above)	Ted Mar 916-323-6281 tmar@ospr.dfg.ca.gov	Curtis Martin (see above)

I. B. Spill Prevention Topics of Concern

TOC	ALASKA	BC	WASHINGTON	OREGON	CALIFORNIA	HAWAII
Cruise Ships	Mike Conway 907-465-5298 Mike_Conway@ envircon.state. ak.us	Stafford Reid (see above)	Norm Davis 206-389-2438 ndav461@ecy.wa.gov Stan Norman (see above)	Mike Zollitsch (see above)	Jack Geck 916-323-4664 jgeck@ospr.dfg.ca. gov	Curtis Martin (see above)
Oil Spill prevention R&D	Ed Collazzi 907-465-5229 Ed_Collazzi@en vircon.state.ak. us	Stafford Reid (see above)	Stan Norman (see above)	Mike Zollitsch (see above)	Yvonne Addassi 916-324-7626 yaddassi@ospr.dfg. ca.gov Jack Geck 916-323-4664 jgeck@ospr.dfg.ca. gov	Curtis Martin (see above)
Pipelines	Sam Saengsudham 907-269-3078 Sam_Saengsud ham@envircon. state.ak.us	Stafford Reid (see above)	Gary Lee 360-407-6956 glee461@ecy.wa.gov	Mike Zollitsch (see above)	Bud Leland 916-323-4649 bleland@ospr.dfg.ca. gov	Curtis Martin (see above)
Bunkering & Oil Transfer Standards	John Kotula 907-835-1471 John_Kotula@ envircon.state. ak.us	Stafford Reid (see above)	Mike Lynch 360-407-7482 mily461@ecy.wa.gov	Mike Zollitsch (see above)	Bud Leland (see above)	Curtis Martin (see above)
Offshore Lightering	Leslie Pearson (see above)	Heather Taylor (see above)	Laura Stratton (see above)	Mike Zollitsch (see above)	Scott Scheafer (see above)	Curtis Martin (see above)
Inland spill trends	Leslie Pearson (see above)	Heather Taylor (see above)	Jack Barfield (see above)	Mike Zollitsch (see above)	Scott Scheafer (see above)	Curtis Martin (see above)
Sunken vessel risk assessment	Leslie Pearson (see above)	Heather Taylor (see above)	Stan Norman (see above)	Mike Zollitsch (see above)	Scott Scheafer (see above)	Curtis Martin (see above)
Port and Facility BAPs	Bill Hutmacher (see above)	Heather Taylor (see above)	Stan Norman (see above)	Mike Zollitsch (see above)	Scott Scheafer (see above)	Curtis Martin (see above)

II. A. Spill Preparedness and Response Projects

TASK	ALASKA	BC	WASHINGTON	OREGON	CALIFORNIA	HAWAII
Review elements of contingency plans	Bonnie Friedman 907-271-4113 Bfriedman@jpo.doi.gov	Stafford Reid (see above)	Linda Pilkey-Jarvis 360-407-7447 jpil461@ecy.wa.gov	Mike Zollitsch (see above)	Scott Scheafer (see above)	Curtis Martin (see above)
Support contingency plans for non-tank vessels	Betty Schorr (see above)	N/A	Stan Norman (see above)	Mike Zollitsch (see above)	Scott Scheafer (see above)	Curtis Martin (see above)
Maintain IVRP	Betty Schorr 907-271-4389 Betty_Schorr@envircon.state.ak.us	N/A	Roy Robertson 360-407-7202 rrob461@ecy.wa.gov	Ed Wilson (see above)	Jack Geck 916-323-4664 Jgeck@ospr.dfg.ca.gov	Curtis Martin (see above)
Maintain OILS-911	N/A	Stafford Reid (see above)	Mariann Cook-Andrews (see above)	Mike Zollitsch (see above)	Lisa Curtis 916-324-8451 lcurtis@ospr.dfg.ca.gov	Curtis Martin (see above)

II. B. Spill Preparedness and Response Topics of Concern

TOC	ALASKA	BC	WASHINGTON	OREGON	CALIFORNIA	HAWAII
Unannounced drills	Betty Schorr (see above)	Stafford Reid (see above)	John Butler 360-407-6970 jbut461@ecy.wa.gov	Mike Zollitsch (see above)	Bud Leland (see above)	Curtis Martin (see above)
Financial Responsibility requirements	Kit Hill 907-465-5270 Kit_Hill@enviro.con.state.ak.us	Stafford Reid (see above)	Jeff Fishel 360-407-7504 jfis461@ecy.wa.gov	Mike Zollitsch (see above)	Steve Sawyer 916-324-9812 ssawyer@ospr.dfg.ca.gov	Curtis Martin (see above)
US Oil Spill Liability Trust Fund for spill prevention	Kit Hill (see above)	N/A	Linda Pilkey-Jarvis 360-407-7447 jpil461@ecy.wa.gov	Mike Greenburg 503-229-5153 greenburg.michael@deq.state.or.us	Steve Sawyer (see above)	Curtis Martin (see above)
HAZMAT C-plans	Larry Iwamoto 907-269-7683 Larry_Iwamoto@enviro.con.state.ak.us	Stafford Reid (see above)	Dick Logan 360-407-6971 dlog461@ecy.wa.gov	Mike Zollitsch (see above)	Jack Geck (see above)	Curtis Martin (see above)
Response technologies and R&D	Leslie Pearson (see above)	Stafford Reid (see above)	Dale Davis 360-407-6972 dald461@ecy.wa.gov	Jack Wylie/ Mary Lou Perry (503) 229-5731 perry.mary.lou@deq.state.or.us	Mike Sowby 916-324-7629 msowby@ospr.dfg.ca.gov	Curtis Martin (see above)
USN & foreign flag spill reporting	Camille Stevens (see above)	Heather Taylor (see above)	Jack Barfield (see above)	Mike Zollitsch (see above)	Scott Scheafer (see above)	Curtis Martin (see above)
Salvage	Leslie Pearson (see above)	Heather Taylor (see above)	Lori Crews 360-407-7538 locr461@ecy.wa.gov	Mike Zollitsch (see above)	Scott Scheafer (see above)	Curtis Martin (see above)
Response training standards	Leslie Pearson (see above)	Heather Taylor (see above)	John Butler 360-407-6970 jbut461@ecy.wa.gov	Mike Zollitsch (see above)	Scott Scheafer (see above)	Curtis Martin (see above)

2002- 2003 WORKPLAN TIMELINE**Work Product****Primary Responsibility****BY FALL 2002**

- Establish Database Workgroup CC, EC, Ecology
- Convene investigator training event OSPR, CC, EC
- Continue discussion/review of oil spill contingency planning requirements CC+EC
- Meet with federal agencies and maritime industry re: WCOVTRM recommendations EC
- Develop long-term Task Force vision and staff management proposal CC, EC, Members

BY WINTER 2003

- Arrange meeting with USCG and tanker operators EC + CC
- Develop contingency plan prototype and present to a public Roundtable CC + EC
- Meetings with key federal agencies (TBD) EC + CC
- Continue outreach to implement WCOVTRM recommendations CC + EC

BY SPRING 2003

- Summarize agreement regarding tanker BAPS CC, EC, USCG, tanker operators
- Continue outreach to implement WCOVTRM recommendations CC + EC
- Announce Legacy Awards Program and seek nominations EC
- Make revisions to contingency plan prototype and present to Members EC + CC
- Report to Coordinating Committee re: environmental group survey CC
- Meetings with key federal agencies (TBD) EC + CC

BY SUMMER 2003

- Year 2002 West Coast spill event data report Ecology + EC
- Annual Report EC + CC
- Annual Meeting in Hawaii EC, CC, Ecology
- Make Legacy Awards for spill prevention, preparedness, and response EC, CC, Members
- Members adopt contingency plan prototype EC, CC, Members
- Adopt new staff management plan CC & Members

ONGOING or AS NECESSARY

- Continue outreach to implement WCOVTRM recommendations CC + EC
- Track double hull conversion rate of TAPS tankers Ecology + CC
- Track trends in CAIP inspections EC
- Share information on risks from transiting vessels All member agencies
- Participate in and support POSPET EC+ member agencies
- Maintain the Oil Spill Task Force web site EC + MWALP
- IVRP maintenance and coordination EC+ member agencies
- Maintain 1-800-OILS-911 spill reporting number EC + CC
- Maintain Task Force contracts and Interagency Agreements ODEQ + member agencies
- All communications initiatives and information sharing EC+ member agencies
- Monitor and share information on Topics of Concern EC + CC
- Database workgroup EC + all agencies

Glossary:

OSPR:	Office of Spill Prevention and Response, California Department of Fish and Game
ADEC:	Alaska Department of Environmental Conservation
Ecology:	Washington Department of Ecology
MWLAP:	BC Ministry of Water, Land, and Air Protection
ODEQ:	Oregon Department of Environmental Quality
HEH:	Hawaii Environmental Health
CC:	Coordinating Committee
EC:	Executive Coordinator