



Department of Executive Services -- Airport Division
Roundtable Meeting Minutes for January 9, 2023

5:10 p.m. Meeting called to order by Kelly Ronan Hafner

1. Welcome (Kelly Ronan Hafner)
2. Roll Call (Ellen Knowlen)
3. Approval of Minutes – We had a quorum; the October and November meeting minutes were approved.
4. Airport Updates:
 - i. Vision 2045 Highlights (John Parrott) – the PRR draft report is now available after the consultants met with Airport community groups and tenants to start the process to coordinate meeting dates/setups and we are still going over the results. Kelly asked that when we have the final report to share it with the Roundtable members
 - ii. 2023 Implementation Plan Projects (John Parrott) – These are items that we have already been working on from 2022 and projects that are new for 2023. (King County True North Values, Lean Maturity Model, BEAT Assessment, Employee Engagement, Vision 2045, ACI Carbon Accreditation Program, Community Collaboration, C&D Materials (construction and demolition materials diverted from landfills), CIP Projects and ESJ credits).
 - iii. Airport Cooperative Research Program (ACRP) Unleaded Fuel Panel (David Decoteau) – In October David joined the panel made up of industry leaders with the goal to create a guidebook by the end of the year for Airports to plan on how to safely transition to unleaded fuel. For the Airport’s fuel farm, we are working with the operator to inspect a current tank to be retrofitted for alternate fuel.
 - iv. Departures/Arrivals (David Decoteau)
 - Ciara Gamble – Operations Airport Duty Manager (departed)
 - Kristin Cline – Finance Manager
 - Sean Moran – Operations and Compliance Manager
 - Manny Cruz – Operations Airport Duty Manager
 - Evan Larson – Operations Airport Duty Manager
 - v. Engineering End of Year Review (Eric Miller) – Eric gave an update on the 2022 Engineering accomplishments, highlights were our expanding intern program, project management manual update, strategic climate action plan and the Airport’s carbon accreditation program.
 - vi. Fuel Farm Public Meeting Notice (Matt Sykora) – On January 18 at 6:00 pm the Airport and PRR will be giving a community update on the fuel farm progress, this meeting will be held via Zoom and attendees can attend in person in the Terminal’s 110 Conference Room (will also be recorded and posted on the KCIA website).
 - vii. Disaster Airlift Response Team (DART) presentation (Sky Terry) – Sky gave the members an overview of DAR which is the West Coast General Aviation response plan that utilizes statewide GA pilots to fly needed resources into Washington areas that are severely impacted by a natural event. This group was also called upon to help delivery needed supplies to outlying areas during the COVID-19 pandemic.
7. Chair’s Report (Kelly Ronan-Hafner):
 - i. Reflections on the previous Master Plan efforts – Kelly offered an opportunity to members to share any insights on previous steps in the master plan. She also gave the members an opportunity to share how they wanted to be involved in this project and she asked that the Airport keep the members

updated moving forward and encourage the members to feel free to reach out to Airport leadership if they had any questions/comments.

- ii. The annual OPMA training will be given during the February Roundtable meeting, she asked members to make a note to attend the meeting that night.

8. Public Comment: No public comments.

9. New Business -

6:25 pm Motion to Adjourn. The motion passed.

This meeting was attended via Zoom and in person in the Terminal 202 Conference Room.

Roundtable members in attendance: Kelly Ronan-Hafner, Holly Krejci, Tim Cosgrove, Matt Hayes, Lisa Krober, Joel Funfar, Eric Lynn, Evan Nelson, Ryan Tomasich, Ali Lee, Erik Utter

Roundtable excused members: Guido Perla

Public guests in attendance: Sky Terry (guest speaker), Sven Freitag, Molly Schlobohm, Stephen Ratzlaff, Dan Marks

DES staff in attendance: Tom Koney

KCIA staff in attendance: John Parrott, David Decoteau, Kristin Cline, Matt Sykora, Tony Eayrs, Gil White, Sean Moran, Lorenzo Clara, Eric Miller, and Ellen Knowlen

This meeting was audio recorded.