



44th Semi-Annual Fall Conference Agenda

September 11-14, 2018

“Effective Project Management gets things done”



Hosted by: City of Homer, Alaska, Port & Harbor Department

TUESDAY, September 11

2:00 pm - 4:30 pm **Board of Directors Meeting**

5:00 pm - 7:00 pm **Welcome Reception and Conference Check-in**

WEDNESDAY, September 12

8:00 am **Conference Check-in**

8:30 am **Call to Order: Mike Loy**, President, False Creek Harbour Authority, BC
Business Report
Introduction of PCC Board Members

8:50 am **Host Port Welcome and Introductions: Aaron Glidden**, Port of Homer, AK

9:10 am **Training and Education Committee Report: Eric Olsson**, Chair, T&E Committee

9:15 am **Barbara Schwantes Report: Cheryl Maynard**, PCC Executive Secretary

9:30 am **Introduction of Sustaining Members: Paul Stallard**, Salmon Harbor Marina, OR

10:00 am **Networking Opportunity** – Meet up with your colleagues to discuss marina issues, share stories and find solutions to your problems. Also an opportunity to get to know your PCC Sustaining Members (vendors) whose support helps make these conferences possible and who offer a wealth of information on products and services to enhance marina productivity and address your operational and maintenance concerns.

10:15 am **Call of the Ports** – Introduce yourself and your guests. Give your affiliation and the PCC committee(s) on which you serve. Tell us about yourself...what attracted you to a career as a marina professional? Highlight the issues that you consider are some of your biggest challenges, accomplishments and successes. This is an opportunity to let the PCC membership know you better and understand what makes your marina unique.

Facilitators: **Mike Turkington**, False Creek Harbour Authority, BC
Eric Olsson, Chair, T&E Committee

12:00 pm **LUNCH – “Lunch with a Friend”** Time to meet a new PCC member. While it is always great to meet up with old friends, pull up a chair, introduce yourself and enjoy lunch with a new acquaintance...this is how networking begins....

1:00 pm **Call of the Ports (continued)**

1:30 pm **Networking Opportunity** – Great time to seek out some of your fellow PCC members who piqued your interest during Call of the Ports and to grab a sustaining member who might just have a solution to a pressing problem.

1:45 pm **Session 1: Managing Projects the Right Way**

So, you've been put in charge of a project or worse yet, you're expected to lead the way to develop project teams, monitor and assess progress and adhere to schedules...where do you begin? When tasked, will you be ready to engage in the Planning, Executing and Controlling of what is now your project? This session will offer an overview of project

management principals and process and you will learn some fundamentals of integrating projects into your operational environment to dampen the impacts to daily work load. You will also learn some of the project management language so that you don't wince when confronted by terminology that is critical to effective management and serves as an integral part of the process. You will also become acquainted with some of the roles and responsibilities within the project management structure so you know where you and your staff will fit in.

Presenters: **Luann Picard and/or Roger Hull**, University of Alaska
Facilitator: **Eric Olsson**, Chair, T&E Committee

- 3:45 pm **Networking Opportunity** - A quick break and a chance to talk to your Project Management speakers, PCC colleagues and our staunch and supportive vendor corps.
- 4:05 pm Session 2: **Emergency Response** – What you do first may be more important than the effectiveness of a delayed professional response. Are you and your staff prepared to answer the call...whether it be an injury, fire, explosion, oil spill or a medical emergency? Your initial actions can save lives and property and mitigate the environmental and economic impacts of manmade and natural disasters. This session will cover a variety of incidents that you may encounter and discuss the training and capabilities needed to confront these disasters. There will be an assessment of what threats your facilities are most prone to encounter and the types of emergency response resources and training you should consider employing to counter them. While the focus of this session will be on response to injury and medical related incidents there will also be an opportunity to discuss effective response actions to more widespread disasters. While the intent isn't to make everyone a certified EMT or paramedic, knowing some basic first aid procedures and proper victim handling can truly be lifesaving.

Presenters: **Port of Homer staff**
Facilitators: **Luke Robert**, WA State Parks Boating Program
Aaron Glidden, Harbormaster, Port of Homer, AK

- 5:00 pm **Exhibitor Reception and Member Get Together:** Grab this opportunity!! Our gracious Sustaining Members welcome you to join them for entertainment, snacks and refreshments. This is a chance to discuss issues and problems confronting your marina and perhaps walk away with an innovative and cost-efficient solution. This is also an opportunity to acknowledge the efforts of our dedicated "vendor corps" for their support.

THURSDAY, September 13

- 8:30 am **Meeting Updates and Announcements**
- 9:00 am **Port in the Spotlight:** This session offers ports an opportunity to engage us with a detailed presentation of their facilities, giving a brief history of the port, how they have weathered many economic storms and adapted to vagaries of political and environmental realities. This will also give us a chance to get better acquainted with port managers and understand how they successfully tailor their operations to meet the unique needs of their moorage clients. A fun and informative session...

Facilitator: **Eric Olsson, Chair**, Training & Education Committee

9:35 am **Session 3: Getting customers to pay...on time:** No, we're not sending thugs to get customers to pay up but there are proven methods to get tenants to meet their rental and other payment obligations in a timely manner. This round table discussion will cover many of these techniques that have resulted in securing timely payments while avoiding costly and confrontational legal options. While collection strategies and suggestions are often offered that sound both effective and reasonable, care must be taken in executing a novel collection approach that might just be illegal and career-ending. We will have an attorney monitor and advise our panel as it tackles a multitude of collection scenarios. Hang on...this should be an informative and spirited session.

Presenter:

Facilitator: **Giuseppe Alvarado**, Port of Seattle, WA

10:50 am **Networking Opportunity**

11:10 am **Session 4: Derelict Boat Update...Latest Regulations and Programs.** Derelict boats persist...even with a rather robust economy, boats are still being abandoned or owners either won't or can't keep them shipshape and afloat. This update will inform you about the latest regulatory attempts to harness this problem and eliminate potential threats to the environment and avoid the economic impact to marinas and harbors when boaters leave their boats to founder at the dock. Also learn about Alaska and other West coast programs that can provide financial assistance in dealing with these derelict vessels.

Presenter: **Rachel Lord**, Executive Secretary, AAHPA, Homer, AK

Facilitator: **Eric Olsson**, Chair, T&E Committee

11:45 am **LUNCH – “Table Topics”** – Lunch tables will have cards with important topics drawn from Call of the Ports presentations...either join a lunch group to continue discussing these issues or sit at a table without a topic sign to relax before assembling for port tour.

12:45 pm **Assemble for Host Tour Activities:** Please meet outside of the main lobby at the hotel. Note: The port tour will also include a “hands on” stop to learn some basic crane “do’s and don’ts” that can help you in assessing your crane needs, limiting downtime and ensuring safe operations. You will learn...and also have an opportunity to test your skill at handling this equipment.

5:00 pm **Training & Education Committee Meeting** (hotel lobby) – Brief meeting to discuss any issues with conference and to refocus our T&E efforts on upcoming Spring 2019 Newport conference.

6:00 pm **Social Hour**

7:00 pm **Banquet**
Award Presentations and Entertainment

FRIDAY, September 14

7:30 am **Breakfast Buffet**

8:30 am **Reconvene Business Meeting and Closing Remarks**

8:45 am **Session 5: Towing:** Sooner or later you or your staff will be called upon to move a disabled boat or even respond to a fire that requires immediate (and possibly hazardous) towing to eliminate further risk to property, tenants or staff. Does your staff have the skills and equipment to safely engage in towing, particularly within the close confines of your harbor or marina? Do you have policies established to ease liability concerns and promote safe towing operations? This isn't just a PowerPoint show...this is a real "hands on" opportunity to listen, learn and do...to introduce you to the skills and gain the confidence needed to avoid tearing up other boats or your marina or harbor if called upon to relocate a vessel. A great skill to head home with....

Presenter: **Port of Homer Staff**

Facilitators: **Phil Martin**, Commissioner, Port of Peninsula, WA

Aaron Glidden, Harbormaster, Port of Homer, AK

10:30 am **Conference adjourned...**Heading home.... Next stop, **Newport, Oregon**