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Commissioner

MINUTES

Regular Meeting of the Administration Committee Tuesday, March 23, 2010 – 4:30 p.m.

ROLL CALL

The meeting was called to order by Commissioner **Lighty** at 4:30 p.m.

In attendance were Commissioner **Calloway**, First Vice-President **Head**, the Committee Chair, and appropriate staff.

CLOSED SESSION

The Committee convened in closed session at 4:37 p.m.

OPEN SESSION

The Committee reconvened in Open Session at 6:38 p.m. Marsha Peterson, Deputy Port Attorney, reported that no actions were taken during Closed Session.

The Committee heard and Informational Report Providing an Overview of Port of Oakland Support Divisions was presented by Engineering, Environmental Programs & Planning, Administration & Social Responsibility, and Labor Relations for Strategic Planning Purposes.

Staff gave a presentation on the Maritime and Aviation Project Labor Agreement (MAPLA) Annual Report for Calendar Year 2009.

The Acting Director of Engineering, Chris Chan, gave a Status Report on On-Call Contracts (Supplemental Material Added)

The Committee considered and recommended for forwarding to the full Board the following items for the April 6th Board Meeting:

- Extension of the Eligible List for Port Electrician
- Extension of the Eligible List for Senior Engineering Assistant
- Authorization for Executive Director to enter into Third Supplemental Agreement with CorVel HealthCare Corporation, to Provide Workers' Compensation Medical Bill Review Service and Utilization Review, for an amount not to exceed \$150,000
- Adoption of Port of Oakland Energy Efficiency Goals for the Years 2011 through 2020 as Required by State of California
- Approval of Draft Project Manual for Performing Emergency Spill Response and Handling Hazardous and Contaminated Materials at Port of Oakland Maritime and Aviation Construction Sites (2) Authorization for the Director of Environmental Programs & Planning to Approve Final Project Manual; and (3) Authorization for the Executive Director to Award Contract to the Lowest Responsible Responsive Bidder, in the Estimated Annual Amount of \$500,000/year.

The Committee considered and recommended for forwarding to the full Board the following item for the April 20th Board Meeting:

- Resolution Ratifying, Confirming, and Approving the Port's Execution of an Oil Spill Response Equipment Grant Agreement with the California Department of Fish and Game

and the Receipt of a Trailer Containing Oil Spill Containment and Clean-up Equipment Valued at \$26,000

OPEN FORUM

There were no speakers for Open Forum.

ADJOURNMENT

The Committee adjourned at 8:20 p.m.

The next Regular Meeting of the Committee is scheduled for Tuesday, April 27, 2010 at 4:30 p.m. at the Port of Oakland building at 530 Water Street.