

Maryland Port Commission
Open Session Minutes
March 3, 2020

The Three Hundred and Sixty Third Session of the Maryland Port Commission was called to order at 9:03 am by Secretary Gregory Slater at the World Trade Center, 401 E. Pratt Street, Stanton Room, 20th Floor, Baltimore, Maryland 21202. The Commission met in Open Session from 9:03 until 9:45 am.

Present: Secretary Slater and Commissioners Dandy, Dean, Huber, Lunn, McDonald and Richardson.

Staff: Dave Thomas (Acting Executive Director), Bob Munroe (MPA Principal Counsel), Richard Scher (Director of Communications), Richard Powers (Director of Marketing), Mike Miller (Director of Maritime Commercial Management), Wonza Spann-Nicholas (Director, Finance), Kristen Fidler (Director of Harbor Development), Jim Dwyer (Director of Planning), David Espie (Director of Security), Brian Miller (Director of Operations), and Chris Nichols (Executive Office).

Minutes of the Three Hundred and Sixty Second Open and Closed Session Meetings

Commissioner Richardson moved to approve the Open Session Minutes of the Three Hundred and Sixty First Port Commission meeting. Commissioner Dandy seconded the motion. The minutes were approved unanimously without discussion.

COVID-19, Dave Thomas, Acting Executive Director

Secretary Slater asked Acting Executive Director Dave Thomas to give an update on COVID-19 otherwise known as the Coronavirus. Secretary Slater stated this is a very important issue that is affecting the United States.

Mr. Thomas reported the MPA is focusing on providing information to our tenants, business partners, and employees. He introduced Andrea Williams, MPA Manager of Safety and Risk Management, who informed the Commission that the virus is a rapidly evolving issue that is changing daily. MPA is drafting communication to employees, World Trade Center and Terminal tenants on proper hygiene, CDC recommendations, OSHA guidance for the workplace, and if sick to stay home. Ms. Williams office is also updating the Continuity of Operations Plan (COOP) for MPA, setting up a virtual command post and working with Human Resources and Information Services Department for connectivity issues for possible teleworking.

Mr. Thomas reported from the business perspective that cargo volume on ships has decreased due to manufacturing plants overseas shutting down. Ports America Chesapeake sent a notice to the maritime community that they are temporarily reducing the operating hours at Seagirt Marine Terminal based on lower volumes. It takes a ship approximately 45 days to travel from Asia to Baltimore and, until manufacturing returns to normal, operations hours will be based on ship arrivals. Mr. Thomas noted that there will be operational challenges when supply side recovery

begins related to inventories of goods, chassis and other idle goods. The MPA will be ready to take on this challenge and will continue to keep the port operational throughout this crisis.

Cargo Statistics and Rankings, Dominic Scurti, Planning

Mr. Scurti provided an overview of the Maryland Port Administration's (MPA) and Port of Baltimore's (POB) 2019 Cargo Statistics and rankings which included:

- Vessel Arrivals to POB
- MPA/POB Annual Cargo tons
- POB Foreign Cargo Tons Breakdown
- Coal Export Tons
- Sugar Imports Tons
- Salt Imports Tons
- Gypsum Imports Tons
- Alumina Imports Tons
- MPA General Cargo Tons
- MPA Containers (# of TEUs)
- MPA Automobiles (#of units)
- MPA Poll-On-Roll-Off Cargo (tons)
- MPA Imported Pulp and Paper (tons)
- MPA Cruise Activity
- MPA/POB Records and Accomplishments

Highlights of Mr. Scurti's presentation included:

- 2019 Records/Accomplishments
 - Maryland Port Administration Terminals
 - Most General Cargo Tons in Calendar Year – 11.1 million tons
 - Highest Annual TEU's – 1,073,749
 - Most TEUs in a Month – 98,538 (July)
 - Port of Baltimore National Port Rankings for 2019 International Cargo
 - 1st in Automobiles/Light Trucks
 - 1st in Ro/Ro Cargo
 - 1st in Imported Gypsum
 - 2nd in Exported Coal
 - 2nd in Imported Sugar
 - 9th in Overall Foreign Cargo Value (\$58.4 billion)
 - 11th in Overall Foreign Cargo Tonnage (43.6 million tons)
 - Record number of Automobiles – 857,890 units (MPA and private terminals combined)

Quality and the Port of Baltimore, Jeff Gutowski, Manager Quality and Rail Operations

Mr. Gutowski gave an overview of the Quality Program at the Maryland Port Administration. Quality Cargo Handling Action Team (QCHAT) was formed in 1997 when a leading manufacturer was unhappy with the way cargo was being handled. QCHAT is the foundation for

an industry leading, one of a kind initiative whose vision statement is “To set the standard for global quality and excellence in cargo handling at the Port of Baltimore”. Highlights of Mr. Gutowski’s presentation included:

- The Port of Baltimore recorded the lowest damage rate to Subaru cars of all ports in 2019.
- Mazda damage claims ratios were the lowest at the Port of Baltimore.
- QCHAT: 1998 implemented for autos; 2003 for roll-on/roll-off (Ro/Ro); 2006 for containers; and 2009 for rail.
- Assessment sheets are used to grade behavior, procedural training, vessel and terminal conditions and are used to determine where improvement is necessary.
- QCHAT will expand its reach through social media and labor outreach, make meetings available to out of town customers, and implement auto/ro-ro certification process.
- The Ro/Ro Rodeo held in May of each year is an annual event to reinforce the Port of Baltimore’s safe operations in handling all manufacturers equipment. Men and women from the local labor force receive instruction from major manufacturer’s that call the Port of Baltimore, on the safe handling of equipment. The goal is to eliminate damage to cargo and improve safety and quality handling of cargo.

Contracts for Approval

There were no contracts for approval for the March 3, 2020 Maryland Port Commission.

Move into Closed Session

At 9:45 am, in accordance with State Government Article, Section 10-508 (a)(4), Annotated Code of Maryland, Commissioner Dandy moved that the Commission meet in Closed Session, and Commissioner Dean seconded the motion. The motion was approved unanimously. See attached closing statement. The Commission met in Closed Session from 9:55 am until 10:03 am. Staff attending: David Thomas (Acting Executive Director), Bob Munroe (MPA Chief Counsel), and Christina Nichols (Executive Office).

The following topic was discussed during the MPC Personnel Update: Executive deliberation on compensation and succession planning for MPA Executive Director vacancy. No votes were taken. The Closed Session ended at 10:03 am and the meeting returned to Open Session.

Adjournment

There being no further business, a motion to adjourn was made by Commissioner McDonald and seconded by Commissioner Richardson. The motion carried unanimously. The meeting adjourned at 10:03 am.