

Meeting Outcomes

- Understand the role of Airport Advisory Committee
- Adopt meeting decision-making process
- Develop committee agreements and ground rules
- Understand roles of community, advisory committee, Port Staff and Port Commission

Committee Members' Present:

Bolt Minister
Jonathan Evans
Dennis Madden
John Spencer
Steve Black
Shawn High
Dave St. Clair

Committee Members Absent:

Andrea Parker
Samantha Horner
Scott Hess

Port of Camas-Washougal Staff:

Trang Lam, Executive Director
Marlo Maroon, Deputy Director
Mackenzey Thomason, Marina & Leasing Administrator

Community members:

None present

Notes

I. Introductions

- Name
- Why do you want to be on the committee?
When the Airport Advisory meeting started at 12:00 p.m., members were asked to give insight into their background as it pertained to public service, aviation, and participation on advisory boards.
- What do you want to learn?

The committee explained that their goals for the Grove Field Airport and what they wanted to learn from being a part of the committee focused on ensuring the runway meets Class B standards while maintaining its reputation as a top-tier facility. The committee also sought to evaluate potential development opportunities, advance electrification initiatives, assess how proposed changes may impact public safety, and enhance overall operational efficiency and safety.

II. Port of Camas Washougal Overview

The Port's Deputy Director gave a presentation to the committee titled "Port 101," which included a light overview of the Port's history, budget, levee vs. levy information, and how Southwest Washington Ports differ.

[Port 101](#)

III. Meeting Management

A. Decision-Making

The Marina Advisory Committee agreed to use a consensus-based decision model. This model is based on problem-solving, working together to identify collaborative thinking and supporting compromise and agreement. The facilitator explained that the committee ultimately draws on their own personal experiences, which is why the Port of Camas-Washougal's commission appointed them to this role. The facilitator also made known that Port staff are taking notes from these meetings, which will be displayed on the Port's website.

The facilitator explained the committee's role to the Port. The facilitator stated that the committees were formed to recommend decisions to the Port's staff and commission. The facilitator shared that this committee group will not make decisions for the Port.

B. Ground rules

The following are the Ground Rules adopted by the Airport Advisory Committee:

1. Mutual Respect
2. Disagreements are about ideas, not people
3. Ask questions for understanding and clarification
4. Active Listening
5. Step up = Step back (give space)
6. Recommendation by committee
7. External conversations cannot move the process forward
8. Bring public questions to this committee, or refer them to Port staff

The committee asked the facilitator how to respond if approached by the media or the public regarding the work of the Airport Advisory Committee. The facilitator advised that the best practice is to refer such inquiries to Port staff, who can provide guidance and ensure appropriate communication. When answering questions from friends, family, and other community members, it is always best to present facts rather than speculation.

The committee discussed concerns related to members who are entrepreneurs and may work for businesses that engage with the Port in some capacity. The facilitator explained that a conflict of interest would arise only if a member personally or financially benefits from

the business relationship. It was further clarified that efforts intended to support a stronger overall business environment would not constitute a conflict of interest. The committee requested a more formal definition and further clarification at a future meeting.

C. Roles and responsibilities

The facilitator gave the committee members a scope of work. After review, the committee agreed to adopt the scope of work.

[Airport Advisory Committee Scope APPROVED](#)

IV. Wrap-up

The committee discussed rescheduling the final meeting of the year to December 17, 2026, as the fourth Thursday of the month falls on Christmas Eve. The committee agreed to move the meeting to the proposed date.

The facilitator asked the group to describe, in one word, how they felt leaving their first Airport Advisory meeting. The committee shared that they felt realistic, nervous, excited, enthusiastic, hopeful, and curious.

The meeting adjourned at 2:00 p.m.

Next meeting: Thursday, April 23: 12:00 p.m.-2:00 p.m.

Follow-Up Questions from the Committee: *These will be added to a spreadsheet with answers and shared at the next meeting.*

- How many hanger tenants are local to Camas-Washougal?
- What are other small fields doing better? Ex. Comforts, infrastructure
- Is it helpful to have a speaker(s) from other airports about growth?
- Can we have a committee timeline for the year with topics we will cover?
- Can we establish an instrument approach at Grove? The process was started 2-3 years ago but was halted until the Airport Layout Plan was funded. We've now done that, so we should resume, especially since this has a 3+ year backlog at the FAA?
- Can we discuss infrastructure growing along with the expansion of the airport?