



COMMISSION

AGENDA MEMORANDUM

ACTION ITEM

Item No.	8c
Date of Meeting	January 27, 2026

DATE: January 27, 2026

TO: Stephen P. Metruck, Executive Director

FROM: Karin Zaugg Black, Manager, International Relations and Protocol
LeeAnne Schirato, Commission Deputy Chief of Staff
Aaron Pritchard, Commission Chief of Staff

SUBJECT: Approval of Commission International Travel – First Quarter 2026

ACTION REQUESTED

Commission approval of international travel requests for known travel in the first quarter of 2026.

EXECUTIVE SUMMARY

Article III(5)(h) of the Commission's Bylaws and Rules of Procedure requires approval of Commissioner international travel requests by Commission authorization. The authorization shall include: the number of commissioners traveling (if applicable), the port-related reason for travel, and the dates and destination of travel. International travel requests shall be submitted to the Commission Office 21 days in advance of each calendar quarter. Travel change requests for previously approved international travel shall again be put before the full Commission for review and action. Commissioners not receiving advanced travel authorization for international travel shall report to the Commission regarding the purpose of their travel, dates of travel, location of travel, benefit received by the Port through the travel, and shall seek majority approval of the post-travel authorization in order to submit claims for travel expense reimbursement. Travel requests of Commissioners should be equitable to all members and consistent with the interests of the Port. Domestic travel requests are approved by the Commission President consistent with the requirements of Article III(5)(h).

The following are known travel requests for approval as of this authorization date:

Meeting Date: January 27, 2026

Travel Dates	No. of Attendees	Reason for Travel	Destination	Other Information
January 28-February 7	1	Seattle Metro Chamber of Commerce and Greater Seattle Partners' International Leadership Mission to India	Delhi and Mumbai, India	Commissioner Cho will represent the Port on this International Leadership Mission of regional leaders from Snohomish, King, and Pierce counties, studying the insights and best practices from Delhi and Mumbai, India, and building strong connections with one of the world's fastest-growing innovation hubs and global markets. The mission will focus on key sectors such as Climate Tech, FinTech, Maritime, and Logistics. With the recent opening of a Consulate General of India here in Seattle, there are increasing business opportunities with key regional companies to increase trade ties.
March 4-5	1	13th Annual World Ocean Summit & Expo 2026	Montreal, Canada	Commissioner Cho will speak at the 13th Annual World Ocean Summit & Expo 2026, a global gathering of leaders from business, government, finance, academia, and civil society to accelerate progress toward a sustainable ocean economy. The summit will focus on critical issues shaping the future of the ocean, including marine ecosystem restoration, blue finance, climate resilience, and technological innovation for ocean monitoring and protection. Discussions will also emphasize strategies to strengthen cross-sector partnerships spanning shipping, fisheries, energy, tourism, and conservation. Commissioner will be speaking on a panel titled: Efficiency through partnership: rethinking shipping supply chains.

ATTACHMENTS TO THIS REQUEST

None.