

MEETING MINUTES

STATE OF WASHINGTON BOARD OF PILOTAGE COMMISSIONERS

November 7, 2012

Present:

Chairman: *Harry Dudley (by telephone)*

Commissioners: Ned Kiley, Pat Hannigan, Don Mayer (in person)

Elsie Hulsizer, Grant Stewart, Norm Davis (by telephone)

Administration: Shawna Erickson, Peggy Larson (in person)

Assistant Attorney General: *Guy Bowman (by telephone)*

Public: *Norman Hertz, Michael Hertz, Gary Nelson, Dale Orgain, Ryan White (by telephone)*

Walt Tabler, Del Kelly, David Williams (in person)

A Closed Session/Special Meeting was called on November 6, 2012 and convened on November 7, 2012 by Chairman Harry Dudley. Written notice was provided pursuant to RCW 42.30.080 and WAC 363-116-020. An option to attend by telephone conference call was offered, originating in the Board Office, 2901 Third Avenue, Seattle, Washington.

CLOSED SESSION

A Closed Session was convened from 10:05 a.m. to 10:45 a.m. for purposes of hearing a presentation from Dr. Norman Hertz and the Board's Examination Committee regarding the 2012 Written Examination and Simulator Evaluation processes. In attendance were Chairman Dudley, Commissioners Davis, Hannigan, Mayer, Stewart, Kiley and Hulsizer; Guy Bowman, Dr. Norman Hertz, Michael Hertz, Shawna Erickson and Peggy Larson.

SPECIAL MEETING

A special meeting was convened immediately following the Closed Session by Chairman Harry Dudley. The purpose for which this special meeting was called is threefold as follows:

Set the Cut Score for the Simulator Evaluation. Psychometric expert, Dr. Norman Hertz, on contract with the Board through Progeny Systems Corporation, gave an overview of both the Written Examination and Simulator Evaluation processes which included a description of the conjunctive scoring model and modified Angoff methodology. Motion: Mayer/Kiley – set the Simulator Evaluation cut score at 17 pursuant to WAC 363-116-077(4) as determined by the Subject Matter Experts and recommended by Dr. Hertz and the Examination Committee – Carried. Dr. Hertz stated that 71% of the 31 approved applicants passed the Written Examination and 73% of those 22 passed the Simulator Evaluation. Overall, 51.6% of the approved applicants were successful.

Establish a Preliminary List of Successful Exam Applicants. Dr. Hertz also described the calculation used to equalize the Written Examination scores and the Simulator Evaluation scores. The highest score possible for the Written Examination is 150 and for the Simulator Evaluation, 69. A multiplier of 2.1739129 was applied to each applicant's Simulator Evaluation score in order to give it the same weight as their Written Examination score for purposes of obtaining individual total exam scores. Motion: Hannigan/Kiley – pursuant to WAC 363-116-077(4), calculate the equalizing weight of each Simulator Evaluation score to combine with each Written Examination score so that each is 50% of the total combined score – Carried. A preliminary ranked list of the 16 successful exam applicants was established as the *Training Program Waiting List*. This list is not final until an opportunity for review has been given to those requesting a review of their Simulator Evaluation results and the review process has been completed by the Board. This scoring information will be posted on the Board's web site, sent by e-mail to all applicants, and posted at the Board Office later today.

Consideration of Qualified Proposals for Train-the-Trainer Classes. Two proposals were received in response to the Board's *Letter to Request Bids* for purposes of conducting Train-the-Trainer classes. Chairman Ned Kiley gave an overview of the T-t-T subcommittee's objectives. Members met to evaluate and score the proposals on November 6, 2012, and made their recommendation to the Board in the following motion. Motion: Kiley/Hannigan – declare the successful bidder to be the Washington State Department of Transportation for the administration of Train-the-Trainer classes for all Washington state-licensed pilots; and begin the development of an Interagency Agreement – Carried.

There being no further business to come before the Board, Chairman Dudley adjourned the Special Board meeting at 11:10 a.m.

Respectfully submitted,

Peggy Larson, Executive Director

Harry H. Dudley, Chairman

Norman W. Davis, Acting Vice Chairman

Commissioner Elsie J. Hulsizer

Absent

Commissioner Charles F. Adams

Commissioner Edmund I. Kiley

Commissioner Patrick M. Hannigan

Commissioner Donald W. Mayer

Absent

Commissioner Philip Morrell

Commissioner J. Grant Stewart