

MEETING MINUTES

STATE OF WASHINGTON ~ BOARD OF PILOTAGE COMMISSIONERS May 17, 2018

REGULAR MEETING - Call to Order

The regular meeting of the Board of Pilotage Commissioners was convened at 10:00 a.m. by Chair Sheri Tonn in the Agate Conference Room, 2901 Third Avenue, Seattle, Washington.

Present:

Chair: Sheri Tonn Vice Chair: Ned Kiley

Commissioners: Chuck Adams (via phone), Mike Anthony, Eleanor Kirtley, Phil Morrell (via phone), John Scragg, and Sara Thompson

Assistant Attorney General: Albert Wang

Administration: Jaimie Bever, Shawna Erickson, Jolene Hamel

Linda Styrk, Ivan Carlson, and Blair Bouma: Puget Sound Pilots

Peter Giese: Retired, Puget Sound Pilots

Mary Nelson and Mike Folkers: Port of Grays Harbor

Mike Moore: Pacific Merchant Shipping Association

Monique Webber: Pacific Yacht Management

Andrew Drennen: Polar Tankers

Jessica Norris: Shannon & Associates

Mark Hale: Hale & Associates

Laird Hail: USCG-VTS

Fred Felleman: Port of Seattle

Rob Dengel: Department of Ecology (via phone)

Norman Hertz: Progeny Systems Corporation

Minutes. Motion: Kirtley/Anthony – approve the April 19, 2018 Minutes as written with one change to the line “The draft of the report is due by September”, changed to “The report is due to the Legislature by December.” – Carried.

BPC Staff Report.

- The State Supreme Court will be hearing the Nelson case on June 5th.
- The 150th Anniversary of Washington’s Pilotage Act celebration event is taking place in Port Townsend on May 31st. Chair Tonn, Commissioners Thompson, Kiley and Morrell, and BPC staff, Jaimie Bever and Jolene Hamel, plan to attend.
- BPC staff will be meeting with a records management consultant from the Secretary of State’s office to begin work on the retention schedule on May 23, 2018. The proposed schedule will be presented to the Board at a future meeting.
- The draft 2017 BPC Annual Report will be available for Board review at the July 19, 2018 meeting. Jolene Hamel has been working on updating tug specifications.
- No visual reports were presented this month, however financial and forecasting reports were provided in the meeting packets and on the table.

BPC Chair Report.

- Chair Tonn, Jaimie Bever, Shawna Erickson and Commissioner Captain Anthony attended a one hour meeting with the Utilities and Transportation Commission (UTC), which was both interesting and productive. More meetings will be scheduled with additional instruction from and coordination with the UTC.
- Chair Tonn and Jaimie Bever also met with the Department of Ecology and Puget Sound Partnership regarding the Salish Sea Vessel Safety Report.

Activity Reports. Mike Moore representing Pacific Merchant Shipping Association, Mary Nelson representing the Port of Grays Harbor; Linda Styrk and Captain Ivan Carlson representing Puget Sound Pilots; and Laird Hail representing United States Coast Guard offered current and projected statistical data as well as updates on current maritime issues and activities.

Mary Nelson, Director of Finance and Administration for the Port of Grays Harbor, announced her upcoming retirement scheduled to begin mid-June. She introduced her replacement, Mike Folkers. The

Board recognized and thanked Mary for her impeccable service and leadership, and wished her well in her retirement.

NEW BUSINESS

Salish Sea Vessel Safety Report Presentation. Commissioner Thompson introduced Rob Dengel, Project Manager (via phone) and laid out the overview and goals of the Salish Sea Vessel Traffic Safety Report. The two answered questions about the BPC role in assisting with the report, which is due to the Legislature by December. Chair Tonn and Jaimie Bever will be attending regularly scheduled conference calls with the project team and will keep this on future meeting agendas to inform the Commission of the report’s progress and gather commissioner input. BPC staff has already provided information to the project team including vessel traffic reports, statutory regulations, Puget Sound Pilots guidelines, and tug data. Per Commissioner Kirtley’s inquiry, BPC staff will also provide historical information regarding MSOs and Incidents to the project team. May 25, 2018 is the deadline for stakeholders to submit literature review requests to the Department of Ecology. August will be the target month for stakeholder input. Rob Dengel reminded everyone that once information comes to the Department of Ecology, it is considered public record.

From 10:45am – 11:15am all meeting attendees participated in a fire drill.

Approval of Pilot License Upgrade Program for Captains Brad Lowe, Jim Carstensen and Phil Hunter. Captains Lowe and Carstensen are nearing completion of their third license year and Captain Hunter is approaching completion of his first license year.

Motion: Scragg/Anthony – approve license upgrade programs for Captains Lowe, Carstensen and Hunter as drafted by the TEC – Carried.

Presentation and Q&A Regarding PSP Audited 2017 Financial Statement. Puget Sound Pilots Executive Director Linda Styrk, along with input from Jessica Norris, Shannon & Associates and Mark Hale, Hale & Associates, presented the 2017 audited financials and fielded questions from the Board and staff. A Q&A followed.

Transitioning Process and Equipment of the PBC Pilot Training Program. Puget Sound Pilots provided a letter to the Board regarding the process of moving the training program equipment responsibilities to the Board. Linda Styrk provided some background information on the request. Going forward, the Board will be responsible for providing leased PPU’s and radios to the trainees. Puget Sound Pilots will provide 10 radios to the Board, as they are replaced with newer versions. A checklist for new trainees was developed by Puget Sound Pilots and Board staff. The Board will have a chance to review the final list. Future training program expenses will need to be carefully considered and planned now that the Board will be an appropriated agency.

Pilot’s Report of Marine Safety Occurrence: CLARON, 04-16-18

Pilot Station, In bound	Pilot ladder failure. The pilot boarded via the accommodation ladder instead. Both ladders were replaced the next day.	<u>Motion:</u> - Kiley/Anthony File as a Marine Safety Occurrence – Carried.
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Pilot’s Report of Marine Safety Occurrence: SATORI, 04-22-18

Underway, Duwamish River 1 st Ave-8 th Ave Reach	Loss of control at the bridgewing station – cause unknown, possible crew confusion. Engine control was regained without further incident.	<u>Motion:</u> - Anthony/Scragg File as a Marine Safety Occurrence – Carried.
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Consideration of Request for Vessel Exemption:

Motor Yacht AFTER EIGHT – 151’, 497 gt, Isle of Man registry, Captain Grant Lindsay.

Motion: Kiley/Thompson – concur with Chair’s granting of an interim annual exemption renewal – Carried.

Sailing Yacht JANICE OF WYOMING – 129’, 198 gt, Marshall Islands registry, Captain Chris Wilson.

Motion: Thompson/Kiley – Grant an annual exemption renewal – Carried.

Motor Yacht ST. EVAL – 114', 218 gt, Cayman Islands registry, Captain Orlando Milla.

Motion: Kiley/Thompson – concur with Chair's granting of an interim annual exemption renewal – Carried.

Committee Reports.

Trainee Evaluation Committee (TEC):

- The TEC met on May 15, 2018. Training Program progress was reviewed for all current trainees: Kridler, Bendixen, Grieser, McGrath, Ninburg, Seamans, Miller, Melin, and Bozina. There were no significant issues to report.
- Trainee Kridler attended the May 15 meeting and reported that he has approximately 17 more evaluation requirements to take and 7 more federal charts to draw. He anticipates all components of the program will be completed by the end of July.
- Changes to hard-to-get requirements will be a topic of the discussion at the next TEC meeting.
- Trainees McGrath, Ninburg and Seamans have been invited to the June meeting, as they will be transitioning from the Observation Phase to the Training Phase of the training program.

Legislative/WAC Committee:

- Chair Tonn and Jaimie Bever met with the legislative affairs liaison from Washington State Ferries and had a good meeting. They discussed the upcoming Legislative session including revisiting the insurance bill efforts from the 2018 session, and possible changes to the RCW regarding rest rules.
- Chair Tonn and Jaimie Bever will meet with OFM next week to discuss the preparation of the Board's future appropriated budget.
- The Board is looking for sponsorship for various bills and will need support from shipping and the pilots.

BPC/PSP Joint Diversity Committee (JDC):

- The 150th Pilotage Act Anniversary event in Port Townsend will be a good example of bringing awareness of the maritime industry to the general public, and highlighting the youth programs offered at the Northwest Maritime Center.
- The Women on the Water conference will be held at Maine Maritime Academy November 1-3.
- The next meeting is scheduled for May 29, 2018 at 1:00pm. WSF will be present to brainstorm on possible partnerships with the Board to help expand the exam pipeline.
- The Board reviewed a proposal from Sheila LaFleur/Job Propeller to provide professional recruiting services for the 2018 Marine Pilot Exam.

Motion: Thompson/Kiley – authorize the JDC to review the proposal and to spend no more than \$8,000 of the JDC's budget on the 2018 exam recruitment – Carried.

Exam Committee:

- The committee will have its first meeting following today's Board meeting. Dr. Norman Hertz, the lead exam consultant, was present to answer any questions about the exam development process.
- The contract with the exam consultant, Progeny Systems Corporation, has been finalized. Simulation development is underway. Captain Jostein Kalvoy has been hard at work on updating the reference materials.
- Monique Webber, Pacific Yacht Management, recommended the Board utilize the yachting industries publications (such as Dock Walk and Triton) for announcing the exam, as their captains would be qualified and many are looking for shoreside work. Monique offered to send the BPC her list of publications for consideration.

Fatigue Management Committee:

- Chair Morrell reported that the committee had a successful second meeting on May 10th. Minutes of that meeting will be available to the Board at the June 21st meeting.

Commission Investigative Committee:

- The Committee members have received and are investigating information from other districts and will have more information in the near future.

Review of Pilot/Trainee Physical Examination Reports.

Motion: Anthony/Kiley - approve the physicians' reports for Captains D.W. Grobschmit and L.A. Seymour for annual pilot license renewal – Carried.

Confirmation of Next Regular Meeting Dates. The next regular meeting dates are set for:

- June 21 – Hearing on WAC 363-116-0751 *Qualifications for pilot applicants*
- July 19
- August 16 – Possibly at the Port of Grays Harbor in Aberdeen, WA

There being no further business to come before the Board, Chair Tonn adjourned the regular session Board meeting at 1:35 p.m.

Respectfully submitted,

Jaimie C. Bever, Executive Director

Sheri J. Tonn, Chair

Edmund I. Kiley, Vice Chair

Commissioner Charles F. Adams

Commissioner Philip Morrell

Commissioner J. Grant Stewart

Commissioner John Scragg

Commissioner Michael Anthony

Commissioner Eleanor Kirtley

Commissioner Sara Thompson