

**MEETING MINUTES**  
**STATE OF WASHINGTON ~ BOARD OF PILOTAGE COMMISSIONERS**  
**November 16, 2023**

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**REGULAR MEETING – Call to Order**

The Regular Meeting of the Board of Pilotage Commissioners was convened at 12:00pm by Chair Sheri Tonn in the Agate Conference Room, 2901 Third Avenue, Seattle, WA and online via Microsoft Teams.

**Present In person:**

Chair: Sheri Tonn

Vice Chair: Eleanor Kirtley (Marine Environment)

Commissioners: Mike Anthony (Pilot), Andrew Drennen (U.S. Shipping), Rich Firth (Foreign Flagged Shipping), Sandy Bendixen (Pilot)

Administration: Jaimie Bever, Bettina Maki, Jolene Hamel

Puget Sound Pilots: Charlie Costanzo, Ivan Carlson, Severin Knutsen

USCG: Laird Hail, Kira Moody

Pacific Merchant Shipping Association: Mike Moore

**Present via Teams:**

Commissioners: Timothy J. Farrell (Public), Jason Hamilton (Public)

Puget Sound Pilots: Matt Hannuksela, Mark Bostick, Kevin Riddle, Eric Klapperich

Port of Grays Harbor: Mike Folkers

Pacific Merchant Shipping Association: Jordan Royer

Public: Ann LaRue

Northwest Marine Trade Association: Jay Jennings

**BPC Staff Report.**

- BPC Executive Director Jaimie Bever reported that over the past month staff has been busy with conferences, exam work, public meetings, webinars, and the Maritime Economic Forecast breakfast, all of which were well attended. Many of these activities will be highlighted further in the agenda.
- The letters to both Matson and OSG discussed at previous BPC meetings were distributed. However, the BPC has not received a response from either recipient.

**BPC Chair Report.**

- BPC Chair Sheri Tonn reported that she was traveling most of the time between the October and November Board meetings. She added that she will be traveling during the December Board meeting as well.

**Activity Reports.** Lindsay Wolpa representing The Northwest Seaport Alliance (NWSA) was unable to attend at the last minute and sent a written report. Mike Moore representing Pacific Merchant Shipping Association (PMSA), Mike Folkers representing the Port of Grays Harbor (PGH), Laird Hail representing the United States Coast Guard (USCG), and Ivan Carlson representing Puget Sound Pilots (PSP) offered current and projected statistical data as well as updates on current maritime issues and activities.

Mike Folkers, Port of Grays Harbor, reported that PGH Executive Director Gary Nelson has announced his retirement in March of 2024. PSP President Ivan Carlson reported on the possibility of new fall-arrest harnesses, which Captains Matt Hannuksela and Scott Anacker have been researching and testing. The BPC will invite Captain Hannuksela to share a demonstration at a future meeting.

BPC Data Analyst Bettina Maki shared the Puget Sound Pilots Activity Report dashboard, advised on some corrected data, and was available for questions.

**NEW BUSINESS**

**Pilot's Report of Marine Safety Occurrence: DA FENG GANG HE SHUN HAO, 10/26/2023**

Underway in Commencement Bay	A small broken pin in the rudder led to steering equipment issues. Captain and crew were able to troubleshoot and fix issue in timely fashion and the rest of the voyage went smoothly.	<u>Motion:</u> Bendixen/Drennen – File as a Marine Safety Occurrence – Carried.
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Motion: Hamilton/Drennen – approve the October 19, 2023, Meeting Minutes as drafted with a minor correction – Carried, with Commissioner Bendixen abstaining.

### **Committee Actions.**

#### **Trainee Evaluation Committee (TEC)**

- **Pilot License Upgrade Program: Captains Michael & Seamans.** TEC Chair Captain Bendixen reported that there are currently 14 pilots in their upgrade window. She also reported that the TEC reviewed the 2 upgrade letters for Captains Michael and Seamans.  
Motion: Bendixen/Anthony – approve the pilot license upgrade program for Captains Michael & Seamans as recommended by the TEC – Carried.
- The TEC met yesterday and reviewed all trainee progress. There are currently 8 trainees in PS and zero trainees in GH. A trainee came to the TEC yesterday to transition to Evaluation, which now makes 5 trainees in Evaluation and 3 trainees in Observation. All are progressing well.
- TEC Chair Bendixen also reported that challenges continue for trainees at both the REC and NMC. Representatives from both Puget Sound Pilots (PSP) and Washington State Ferries (WSF) recently met with USCG District 13 leadership to try to address some of the route requirement issues and they will continue to follow up.
- With the Emergency Rule order lifted, the TEC discussed removing COVID restrictions that the Trainees were previously required to follow. The TEC recommends returning to pre-COVID restrictions. Dr. Jarris is still available for Trainees in the event of an exposure or positive case. Trainees can also follow CDC recommendations. PSP will be reviewing the vaccine policy for trainees in the future.

#### **Pilot Exam Committee (PEC)**

- Proposed Rulemaking (CR-102) WAC 363-116-076 *Examination for pilot applicants* and WAC 363-116-077 *Simulator Evaluation for pilot applicants*: In preparation for the 2024 Washington State Marine Pilot Exam, the Board is reviewing and updating these two WACs, as needed, for continued psychometric validation, diversity, equity & inclusion, and clarity for applicants, as well as other housekeeping items. The proposed changes to WAC 363-116-076 will update the psychometric validation requirements of the Written Exam process to better reflect current industry standards. It includes a description of the process to develop a Job Task Analysis and the updated list of areas applicants are to be tested on according to the Job Task Analysis. It also further clarifies application requirement deadlines, and other minor revisions for clarity. The proposed changes to WAC 363-116-077 will update the list of areas pilot applicants are to be tested on during the Simulator Evaluation according to the Job Task Analysis. The proposed language also contains minor revisions for clarity.  
Motion: Kirtley/Bendixen– File the CR-102 as drafted and recommended by the PEC – Carried.
- Training Program Manager Jolene Hamel highlighted the details of all the current exam happenings, including Subject Matter Expert workshops, two Webinars hosted by both BPC and PSP, responding to Frequently Asked Questions (FAQ), and hosting an upcoming drop-in session after the next Board meeting.
- Commissioner Bendixen updated the Board on the evolution of the exam process. She shared that there have been 31 PSP pilot days and 12 GH pilot days spent working on the exam.
- BPC Training Program Manager Jolene Hamel is working on transcribing the Q&A from the previously held BPC and PSP webinars regarding the exam.
- Applicant reviews and approvals to sit for the Exam will begin with the December 14 Regular Board meeting.
- Commissioner Bendixen and Jolene will be hosting a drop-in session on December 14 at 1130 for any aspirants who have additional questions about the exam or piloting in Washington state. This is an informal session without a fixed agenda.

#### **Pilot/Trainee Physical Examination Reports.**

Motion: Firth/Drennen – approve the pilot physical examination reports for Captains G.P. Thoreson, T.D. Coryell, R.A. Myers & W.M. Carley for their annual pilot license renewals – Carried.

Chair Tonn also advised the Board that BPC staff will be working on updating the pilot physical form for 2024, with the intention of streamlining and simplifying the paperwork process for pilots and pilot trainees as well as for physicians. Additionally, the BPC is considering updates to the statute in 2025 to allow Physician Assistants (PAs) and Advanced Registered Nurse Practitioners (ARNPs) to qualify to serve as

Board Designated Physicians. This would be in alignment with current requirements and regulations for USCG physicals.

**Committee Updates.**

**Diversity, Equity & Inclusion Committee (DEIC)**

- Training Program Manager Jolene Hamel reported on the Women Offshore Conference that she, Executive Director Jaimie Bever, and PSP Pilot Captain Bozina attended at the Galveston campus of Texas A&M. Chair Tonn also was able to participate remotely. Jolene expressed appreciation for the enthusiasm that Captain Bozina brought to the conference.
- Executive Director Bever also advised that the MARAD conferences have started up again after a COVID-related pause, and the next one will be held at Massachusetts Maritime in 2024.
- Jaimie virtually attended the inaugural annual Pride in Maritime summit hosted by Cal Maritime. This was a hybrid conference in its early stages. It will be a great opportunity for the LGBTQ+ community and allies to come together on a regular basis.

**Pilot Safety Committee (PSC)**

- Commissioner Drennen reported that the PSC has not met since the last Board meeting, and plans to meet in January 2024.

**Vessel Exemption Committee (VEC)**

- VEC Chair Anthony also stated that the VEC has not met recently. There will be a public hearing on the proposed vessel fee changes at the January Board meeting.

**Oil Transportation Safety Committee (OTSC)**

- OTSC Chair Jaimie Bever reported that the Department of Ecology will be holding a webinar on November 30 to share results of the ERTV and Tug Escort Analysis Reports.
- In addition, the BPC/Ecology rulemaking team will be hosting Workshop #4 on December 6 followed by Tribal Workshop #4 on December 7.
- The next OTSC meeting will be held on January 10 ahead of Workshop #5.

**Public Comment.** Chair Tonn asked for public comment, but no public comment was offered.

**Confirmation of Next Regular Meeting Dates.** Chair Tonn reminded everyone of the upcoming meetings in December and January. All meetings continue to be hybrid, and all are invited and encouraged to come in person.

Chair Tonn also reported that the December meeting will be an abbreviated meeting, from 10:00am to 11:00am. Activity Reports and other items that do not need a timely Board vote will be deferred to the January 18, 2024 Regular meeting.

**Adjourn.** Meeting was adjourned by Chair Tonn at 2:05pm.

Respectfully submitted,

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Jaimie C. Bever, Executive Director

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Sheri J. Tonn, Chair

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Eleanor Kirtley, Vice Chair

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Commissioner Timothy J. Farrell

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Commissioner Andrew Drennen

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Commissioner Richard Firth

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Commissioner Sandy Bendixen

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Commissioner Michael Anthony

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Commissioner Jason R. Hamilton

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Commissioner Nhi Irwin