

# MEETING MINUTES

## STATE OF WASHINGTON ~ BOARD OF PILOTAGE COMMISSIONERS

April 7, 2017

---

### **SPECIAL MEETING**

A Special Meeting and Executive Session of the Board of Pilotage Commissioners was called on April 3, 2017 and convened at 12:00 p.m. on April 7, 2017 by Chair Sheri Tonn. Written notice was provided pursuant to RCW 42.30.080 and WAC 363-116-020. An option to attend by telephone conference was offered, originating in the Board Office at 2901 Third Avenue, Seattle, Washington.

#### **Present:**

Chair: Sheri Tonn (*by telephone*) Vice Chair: Ned Kiley (*by telephone*)

Commissioners: Chuck Adams, Phil Morrell, Grant Stewart, Don Mayer, Ed Marmol and Sara Thompson  
(*all by telephone*)

Administration: Jaimie Bever, Shawna Erickson, Peggy Larson (*in person*)

Travis McGrath: Pilot Trainee-to-be (*in person*)

#### **Consideration of Motions Passed at March 16, 2017 Regular Board Meeting.**

- **Motion:** Kiley/Marmol – upon the fourth (4<sup>th</sup>) intervention a trainee will be removed from the Training Program – Carried with Commissioner Adams abstaining. This is a change from 3 to 4.
- **Motion:** Marmol/Kiley – adopt the language as highlighted on Page 6 of the Training Program Agreement as the definition of intervention, but with a correction of the spelling of the word “con” to “conn” – Carried.
- The motion that all trainees must be trained and evaluated by pilots trained in the 2017 Train-the-Trainer course by October 1, 2017 stands.

**Consideration of Statement of Policy Regarding Payment of Stipends to Pilot Trainees Who Complete Fewer than 18 Training Program Trips in a Calendar Month.** The draft Statement of Policy as written by Staff was reviewed. After discussion, Chair Tonn suggested this document be tabled for further discussion at the April 20, 2017 Regular Meeting of the Board.

**Consideration of Statement of Policy Regarding Length of the Training Program.** The draft Statement of Policy as written by Staff was reviewed and accepted. **Motion:** Marmol/Kiley – adopt the draft as a Statement of Policy that limits the length of a Training Program to thirty-six months – Carried.

**Consideration of Revisions to the Training Program Agreement for Captain Sandy Bendixen.** The draft Agreement was reviewed and changed to incorporate the above motions. **Motion:** Kiley/Adams – approve the Training Program Agreement for Captain Bendixen as amended – Carried.

There being no further business to come before the Board, Chair Tonn adjourned the special session Board meeting at 12:50 p.m.

### **EXECUTIVE SESSION – Call to Order**

*An Executive Session of the Board of Pilotage Commissioners was convened from 12:50 p.m. to 1:15 p.m. by conference call to discuss matters relative to personnel. In attendance were Commissioners Tonn, Adams, Morrell, Stewart, Mayer, Marmol, Kirtley and Thompson.*

Respectfully submitted,

\_\_\_\_\_  
Peggy Larson, Executive Director

\_\_\_\_\_  
Sheri J. Tonn, Chair

\_\_\_\_\_  
Edmund I. Kiley, Vice Chair

\_\_\_\_\_  
Commissioner Charles F. Adams

\_\_\_\_\_  
Commissioner Philip Morrell

\_\_\_\_\_  
Commissioner J. Grant Stewart

\_\_\_\_\_  
Commissioner Donald W. Mayer

\_\_\_\_\_  
Commissioner Edmund Marmol

#### **Absent**

\_\_\_\_\_  
Commissioner Eleanor Kirtley

\_\_\_\_\_  
Commissioner Sara Thompson