

**MEETING MINUTES**  
**STATE OF WASHINGTON ~ BOARD OF PILOTAGE COMMISSIONERS**  
**February 18, 2021**

---

**REGULAR MEETING – Call to Order**

The regular meeting of the Board of Pilotage Commissioners was convened at 10:00am by Chair Sheri Tonn via Conference Call and Microsoft Teams.

**Present via Conference Call or Microsoft Teams:**

Chair: Sheri Tonn

Vice Chair: Eleanor Kirtley (Marine Environment)

Commissioners: Jason R. Hamilton (Public), John Scragg (Pilot), Mike Anthony (Pilot), Rik Krombeen (Foreign Shipping), Dale Jensen (Ecology), Andrew Drennen (U.S. Shipping), Timothy J. Farrell (Public)

Administration: Jaimie Bever, Bettina Maki, Jolene Hamel

Assistant Attorney General: Albert Wang

Linda Styrk, Ivan Carlson, Sandy Bendixen, Joe Semler and Blair Bouma: Puget Sound Pilots

Mike Folkers: Port of Grays Harbor

Mike Moore & Jordan Royer: Pacific Merchant Shipping Association

Lou Paulsen: The Northwest Seaport Alliance

Nate Menefee: USCG

Robert Fronenbroek: Pilot Aspirant

Sara Thompson & Brian Kirk: Dept. of Ecology

Adam Deitz: Anderson, Carey, Williams, & Neidzwski, PLLC

Jason Mihok: Clipper Navigation

Vince Addington: General Steamship

**BPC Staff Report.**

- Stakeholders were reminded that the close of business on the Wednesday the week before the Board meeting is the deadline for meeting materials. Staff appreciates that Puget Sound Pilots is consistent in meeting that deadline.
- Jaimie Bever attended both the Puget Sound and Grays Harbor Safety Committee recent meetings. Additionally, the BPC offered two Train-the-Trainer sessions, one on January 22 and the other on February 5. Jaimie attended the January session in full. Chair Tonn provided opening remarks at both sessions and attended the February session in full.
- Work on the 2020 BPC Annual Report is underway. With the pandemic, 2020 will be an interesting year to recap.
- BPC Program Analyst Bettina Maki provided information and answered questions regarding the monthly data charts, as well as answered questions from last meeting regarding the difference in revenue per assignment between the Puget Sound and Grays Harbor Pilotage Districts. The monthly data can be found on the BPC website in meeting materials.

**BPC Chair Report.**

- Chair Tonn reported that the BPC is aware of the fire aboard the *ALEUTIAN FALCON* in the Hylebos Waterway in Tacoma and is receiving updates from the Department of Ecology.
- The BPC wrote a letter to Amy Scarton, former WSF Assistant Secretary who has been promoted to Deputy Secretary of WSDOT, thanking her for partnership with the BPC while at WSF. A second letter welcoming her replacement Patty Rubstello, also was issued by the BPC. That letter prompted a meeting with Chair Tonn, Jaimie Bever, Patty Rubstello and John Vezina at WSF. Chair Tonn and Jaimie briefed Patty on the work of the BPC. In addition, Patty was invited to join the BPC/PSP Joint Diversity Committee (Amy was a committee member) and it led to an invitation for Jaimie to participate in the WSF Diversity Advisory Group. She will attend the next meeting.
- Chair Tonn and Jaimie Bever also had a good meeting with Jennifer Hennessey, Policy Advisor with the Governor's Office, and Commissioner Jensen to provide further details about the BPC, and Ecology's Spills Program.
- Congratulations to Commissioners Anthony and Drennen for a successful Senate Transportation Committee hearing and subsequent appointment confirmation.

**Activity Reports.** Captain Ivan Carlson representing Puget Sound Pilots (PSP), Lou Paulsen representing the Northwest Seaport Alliance (NWSA), Mike Moore representing Pacific Merchant Shipping Association (PMSA), Mike Folkers representing the Port of Grays Harbor (PGH), and Nate Menafee representing the United States Coast Guard (USCG) offered current and projected statistical data as well as updates on current maritime issues and activities.

As a part of the PSP activity report, Captain Blair Bouma reported on changes to PSP's General Guidelines for Vessels Transiting Restricted Waterways or Ports. In addition, PSP Executive Director Linda Styrk followed up from last meeting and announced that pilot trainees will have the opportunity to use Discovery Health MD in the event of a COVID exposure.

The Board received updates regarding the fire aboard the *ALEUTIAN FALCON* from the Northwest Seaport Alliance, the USCG, and from the Department of Ecology.

## **NEW BUSINESS**

### **Meeting Minutes.**

Motion: Kirtley/Farrell – approve the January 21, 2021 meeting minutes as drafted with minor corrections pointed out by Commissioners Scragg and Hamilton – Carried.

### **Committee Actions.**

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

- **Approval of Pilot License Upgrade Program: Captains Dave Henderson & Chris Rounds.** Captains Henderson and Rounds are nearing completion of their fourth license year. Both Captains upgrade program letters have been reviewed by the TEC and are updated to reflect the new license levels.  
Motion: Scragg/Farrell – approve the pilot license upgrade program for Captains Henderson and Rounds as proposed – Carried.
- **Approval of Training Programs: Captains Larry Holland, Kevin Riddle & Matt Cassee.** Captains Holland, Riddle and Cassee will start the pilot training program in the Puget Sound Pilotage District on March 1, 2021. The training programs are the standard forms. Their assigned initial ports are Tacoma for Captains Holland and Riddle and Seattle for Captain Cassee. Orientation for these new trainees is scheduled for February 25, 2021.  
Motion: Scragg/Anthony – approve the pilot training programs for Captains Holland, Riddle and Cassee and authorize initial ports – Carried.
- The TEC reviewed training programs for all current trainees. There were no interventions to report. Three trainees attended the TEC meeting, Captains Bostick and Mann who will be transitioning from the Observation to the Training Phase, and Captain McMullen who is transitioning from the Training to Evaluation Phase. Captain McMullen was issued a letter from the Board advising that he has the option to move to Puget Sound from Grays Harbor while in the Evaluation Phase if certain conditions were met. Captain McMullen reported to the TEC that training in Grays Harbor was going well and that he was learning a lot. There are currently seven trainees in Puget Sound: two in the Observation Phase, four in the Training Phase, and one in the Evaluation Phase. There is one trainee in Gray's Harbor who is in the Training Phase.
- As reported in the Staff Report, two Train-the-Trainer virtual courses were completed by all the 2018 Exam list except for one, and one current licensed pilot. Commissioner Jensen also was able to attend. While the virtual format of the course worked well, the course will be most effective conducted in person. Chair Tonn added that she enjoyed attending the February session and getting to know the trainees.

#### **Exam Committee**

- The Committee met again on February 11 and reviewed 9 applications. The TEC determined that 8 applicants qualified under WAC 363-116-0751 to sit for the April 5, 2021 Written Exam. The 9<sup>th</sup> application was incomplete and will be reviewed at the next Exam Committee meeting. Training Program Coordinator Jolene Hamel reported that the Board has received 30 applications to date. While there does not appear to be any diversity in gender so far in the applicants, there is a Native American applicant.  
Motion: Scragg/Anthony – approve the 8 qualified applicants to sit for the April 5, 2021 Written Exam per the Exam Committee's recommendation – Carried.

- Development of the Simulation Evaluation continues at MITAGS-West with four more sessions scheduled for March 1 & 2 and 8 & 9. Commissioners interested in the development are encouraged to attend.
- Chair Tonn expressed thanks to the Exam Committee members and others helping with the exam, recognizing that it is a huge lift.

**Pilot’s Report of Marine Safety Occurrence: *Alonissos*, 01-07-2021**

Grays Harbor, underway near #36-35	Engine issue. USCG informed that they wanted the vessel anchored.	<u>Motion:</u> Scragg/Anthony File as a Marine Safety Occurrence – Carried.
------------------------------------	---	---

**Pilot’s Report of Marine Safety Occurrence: *Cosmos Harmony*, 01-19-2021**

Underway in Hylebos Waterway	Z drive tug with stern steering issue. Tug was able to control vessel while awaiting back up tug.	<u>Motion:</u> Scragg/Farrell File as a Marine Safety Occurrence – Carried.
------------------------------	---	---

**Pilot’s Report of Marine Safety Occurrence: *Istra Ace*, 01-29-2021**

Underway in Blair Waterway	Engine issue. Brought to berth with tugs at dead slow ahead.	<u>Motion:</u> Farrell/Scragg File as a Marine Safety Occurrence – Carried.
----------------------------	--	---

**Consideration of Request for Vessel Exemption:**

**Passenger Vessel *VICTORIA CLIPPER V*** – 167’, 910gt, Cyprus registry, Multiple Captains.

Motion: Farrell/Jensen – grant an annual exemption renewal with the new condition that requires any passenger vessel to report marine safety occurrences or incidents – Carried.

**Motor Yacht *NEENAH*** – 145’, 496gt, Cayman Islands registry, Captain Souther.

Motion: Farrell/Jensen– concur with Chair Tonn’s granting of an interim 3-month exemption – Carried.

Revisions to the Vessel Exemption Petition are underway and will be provided for Board review in the next couple of months. BPC Staff appreciates the help that Commissioner Anthony is providing in preparing the draft for review.

**Review of Pilot/Trainee Physical Examination Reports.**

Motion: Drennen/Anthony – approve the physician’s reports for Captains W. W. Lowery, T. B. Bozina, W. M. Carley, J. T. Kearns, A. J. Newman, B. E. Lowe, S. D. Anacker, J. D. Henderson, B. F. Henshaw and K. J. Grieser for their annual pilot license renewal – Carried.

Motion: Kirtley/Farrell – approve the physician’s report for Captain S. E. Knutsen for his pre-licensing physical – Carried.

Motion: Hamilton/Anthony – approve the physician’s reports for Captains K. W. Riddle, L. R. Holland and M. B. Cassee for their new trainee physicals – Carried.

Motion: Kirtley/Farrell – approve the physician’s reports for Captains F. McMullen, E. T. Michael, and A. C. Stewart for their annual trainee physicals – Carried.

Training Program Coordinator Jolene Hamel reported that one of the two pilots who were Not-Fit-For Duty has been released as of February 16, leaving one pilot in Not-Fit-For Duty status.

**ESHB 1578 Presentation – Department of Ecology.** Sara Thompson, Department of Ecology, gave an update on the Synopsis of Changing Vessel Traffic Trends with an assist from Brian Kirk, Department of Ecology. The slides from her presentation are available on the BPC website at in the meeting materials. Additionally, the information provided in the presentation will be updated each month after data is collected and provided to the Board review monthly. A Q&A session followed. After all questions were answered, Commissioner Jensen thanked Sara and Brian for their excellent work, which Chair Tonn seconded.

**Committee Updates.**

**BPC/PSP Joint Diversity Committee (JDC):**

- JDC Co-Chair Sheri Tonn advised that the JDC is continuing to work informally but have not yet met in 2021. The Committee continues to see use of the WA State Marine Pilot Exam Webinar

and continues to remind everyone that all are encouraged to help in recruiting a diverse applicant pool.

**Oil Transportation Safety Committee (OTSC):**

- OTSC Chair Jaimie Bever reported that the OTSC met on February 1 and approved the October 20, 2020 minutes, which were provided to the Board for review.
- The next OTSC meeting has not yet been scheduled.

**Pilot Safety Committee (PSC)**

- The PSC is working to schedule a meeting in March. The Committee provided two sets of approved minutes from the October 6 and November 16 meetings.

**Confirmation of Next Regular Meeting Dates.**

- March 18 – Teams/Phone, Public Hearing for WAC 363-116-081 Rest Period for Pilots
- April 07 - Teams/Phone, Special Meeting to Set Written Exam Cut Score
- April 19 –Teams/Phone, Regular Meeting and to Set Simulator Evaluation Cut Score

There being no further public business to come before the Board, Chair Tonn adjourned the meeting at 12:35pm.

Respectfully submitted,

\_\_\_\_\_  
Jaimie C. Bever, Executive Director

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

\_\_\_\_\_  
Eleanor Kirtley, Vice Chair

\_\_\_\_\_  
Commissioner Timothy J. Farrell

\_\_\_\_\_  
Commissioner Andrew Drennen

\_\_\_\_\_  
Commissioner Rik Krombeen

\_\_\_\_\_  
Commissioner John Scragg

\_\_\_\_\_  
Commissioner Michael Anthony

\_\_\_\_\_  
Commissioner Jason R. Hamilton

\_\_\_\_\_  
Commissioner Dale Jensen