

MEETING MINUTES
STATE OF WASHINGTON ~ BOARD OF PILOTAGE COMMISSIONERS
June 21, 2018

PUBLIC HEARING - Call to Order

A public hearing 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

Commissioners: Chuck Adams, Mike Anthony, Eleanor Kirtley, Phil Morrell, John Scragg, Grant Stewart, and Sara Thompson

Assistant Attorney General: Albert Wang

Administration: Jaimie Bever, Shawna Erickson, Jolene Hamel.

Ivan Carlson: Puget Sound Pilots

Gary Nelson: Port of Grays Harbor

Jordan Royer: Pacific Merchant Shipping Association

Andrew Drennen: Polar Tankers

Lou Paulsen: The Northwest Seaport Alliance

WAC 363-116-0751: QUALIFICATIONS FOR PILOT APPLICANTS. The proposed changes to this rule are to update the pilot exam qualifications to include a service category for ATBs (Articulated Tug Barge) based on feedback from industry stakeholders, and to clarify language for aspirant ease in determining exam eligibility. No public comments were heard. The public hearing was closed by Chair Tonn at 10:05 a.m.

REGULAR MEETING - Call to Order

The regular meeting of the Board of Pilotage Commissioners was convened at 10:05 a.m. by Chair Sheri Tonn in the Agate Conference Room, 2901 Third Avenue, Seattle, Washington.

Present:

Chair: Sheri Tonn

Commissioners: Chuck Adams, Mike Anthony, Eleanor Kirtley, Phil Morrell, John Scragg, Grant Stewart and Sara Thompson

Assistant Attorney General: Albert Wang

Administration: Jaimie Bever, Shawna Erickson, Jolene Hamel

Ivan Carlson: Puget Sound Pilots

Gary Nelson: Port of Grays Harbor

Jordan Royer: Pacific Merchant Shipping Association

Andrew Drennen: Polar Tankers

Lou Paulsen: The Northwest Seaport Alliance

Monique Webber: Pacific Yacht Management

Consideration of Preceding Hearing: WAC 363-116-0751. Commissioner Scragg informed everyone that a great deal of consideration had gone into the language change at the TEC and Board level. Any questions that were brought up were given a good deal of consideration. The TEC and the Board are comfortable that the change maintains the high standards that are set for pilots, while broadening the pool of applicants. Pilot applicant qualifications will be looked at closer in the future, in partnership with the Board's Joint Diversity Committee.

- **Motion:** Thompson/Scragg – Adopt the new WAC language as proposed – Carried.

Minutes. **Motion:** Kirtley/Morrell – approve the May 17, 2018 Minutes as written – Carried with Commissioner Adams abstaining.

BPC Staff Report.

- The draft 2017 BPC Annual Report will be available for Board review at the July 19, 2018 meeting.
- Board staff and Chair Tonn have been working on developing the 2019-2021 biennial budget. However, the move to becoming appropriated in the 2019-2021 biennium has increased the

workload on staff substantially. In addition to an increased workload, the change will require an increased amount of attention from the Legislature and a change to the financial operation of the Board. Additional information will be provided to the Board in the coming months.

- The BPC Quarterly newsletter (summer edition) will be distributed in early July. Suggestions for stories and features are always welcome.
- Board staff will plan to present visual statistical data on a quarterly basis at meetings. The next presentation will be in July, reviewing 2nd quarter data. Reports will continue to be sent to the Commissioners on a monthly basis. Commissioners were reminded to let staff know if there are specific trends they want to see in the visual presentations. Commissioner Kirtley inquired about seeing information regarding time on task. Staff responded that this information is available for Grays Harbor but not for Puget Sound.
- Board staff plans to meet with the UTC. The Board will be notified when a date is scheduled. In the meantime, preparation for the final tariff hearings in the Grays Harbor and Puget Sound Pilotage Districts will begin at the next meeting. Reminder: the Puget Sound Tariff Hearing is only to roll over the effective dates of the tariff.

BPC Chair Report.

- Chair Tonn thanked Puget Sound Pilots for the 150th anniversary celebration of the Washington Pilotage Act and appreciated the representation from the Board, as well as both Washington State Senators, Patty Murray and Maria Cantwell. Chair Tonn also thanked the Northwest Maritime Center for use of their space for the event in Port Townsend.
- Chair Tonn congratulated TOTE who recently was named one of 2018's Most Ethical Companies.
- Chair Tonn commented on the tragedy in Corpus Christi where a senior pilot went into the water and was not retrieved in time to save his life. This incident points out the significant risk to our pilots.

Activity Reports. Captain Ivan Carlson representing Puget Sound Pilots, Gary Nelson representing the Port of Grays Harbor, Jordan Royer representing Pacific Merchant Shipping Association, and Lou Paulsen representing Northwest Seaport Alliance offered current and projected statistical data as well as updates on current maritime issues and activities.

Chair Tonn thanked Puget Sound Pilots for their efforts with exam preparation during a very busy time. Also, Chair Tonn congratulated PMSA's Mike Moore for receiving the Puget Sound Maritime Achievement award.

NEW BUSINESS

Salish Sea Vessel Safety Report Update. Jaimie Bever and Chair Tonn will be meeting with the Department of Ecology on Monday that there are 2 literature review sections for Board comments: tug escorts and navigation. A draft report will be emailed to Commissioners next week with a deadline for comments. Comments must be sent to Jaimie Bever by end-of-business on July 3rd. There will be a special session of the Puget Sound Harbor Safety Committee in August which will include a presentation from the Department of Ecology. Commissioners were encouraged to attend. Board staff will provide information regarding when and where to any interested Board member. Additionally, a representative from the Department of Ecology will be attending the August 16th Board Meeting in Grays Harbor to provide an update and answer questions. Commissioners can expect a draft of the final report in early August.

Approval of Pilot License Upgrade Program for Captains Jamie Galvin and Rodney Myers. Captain Galvin is nearing completion of his third license year and Captain Myers is approaching completion of his first license year.

Motion: Scragg/Anthony – approve license upgrade programs for Captains Galvin and Myers as drafted by the TEC with a requested edit to change the name of the terminal APM to West Sitcum (APM) – Carried.

Consideration of 2018 Exam Application Packet. The packet presented had a few minor changes from the previous exam packet. The current application includes a voluntary section to indicate gender and ethnicity background, per the recommendations from the 2017 JTC Pilotage Best Practices study. Additionally, a line was added to the application to identify how the applicant heard about the exam, to

possibly improve our exam notification process in the future. Also, clarification was added regarding reference letter requirements. And finally, the Sea Service Summary was revised to include the new ATB category.

Motion: Anthony/Stewart – approve the 2018 Exam Packet as presented – Carried.

Consideration of Request for Vessel Exemption:

Motor Yacht *CONSTANCE* – 154', 418 gt, Cayman Islands registry, Captain Andrew Clarke.

Motion: Thompson/Morrell –grant a 3-month exemption renewal – Carried.

Motor Yacht *RENA* – 145', 334 gt, Jamaica registry, Captain Bradley Baker.

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

Passenger Vessel *SAFARI VOYAGER* – 174', 281 gt, St. Kitts registry, Captain James Caspers.

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

Motor Yacht *SUNSHINE* – 124', 281 gt, Additional information was required. Chair Tonn was authorized to grant an interim exemption if the required information was received. If an interim exemption is issued, this vessel will appear on the July meeting agenda for Board action.

Motor Yacht *ICEBERG* – 110', 130 gt, Marshall Islands registry, Captain James Finan.

Motion: Anthony/Adams – grant an annual exemption renewal with the provision that the Captain must take a pilot for an orientation on its next movement. In addition, no transiting Deception Pass or Hiram Chittenden Locks – Carried.

There was a general discussion on the guidelines for an orientation trip. Puget Sound Pilots Dispatch will need to be notified if a pilot orientation trip is required and if there are any or restrictions.

Pilot's Report of Marine Safety Occurrence: *MARTORELL, 05-12-18*

Underway, 1.5 miles south of Buoy SG	Equipment malfunction: Jacket Cooling #7 exhaust valve leak.	<u>Motion:</u> - Anthony/Scragg File as a Marine Safety Occurrence – Carried.
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Committee Reports.

Trainee Evaluation Committee (TEC):

- The TEC met on June 19, 2018. Training Program progress was reviewed for all current trainees: Kridler, Bendixen, Grieser, McGrath, Ninburg, Seamans, Miller, Melin, and Bozina. There was one intervention since the last meeting and that trainee came in to explain the circumstances. The TEC is satisfied with the trainee's understanding of the issues. There was also a comment on a Training Program Trip Report about a fatigue issue with one of the trainees. The TEC determined the trainee had received adequate rest prior to the training program trip and attributed the fatigue to a long overnight transit. It was a good opportunity to talk more about fatigue management.
- The February trainee group, Captains McGrath, Ninburg and Seamans, all came in, as they are moving from the Observation phase into the Training phase of their programs. Training program feedback was mostly positive. The trainees did request another Train-the-Trainer class for the remaining pilots and trainees who have not taken it.
- Captain Grieser attended the meeting as well, as he is almost ready to move from Training into the Evaluation phase. His overall feedback regarding the training program was good.
- Hard to get trips for Olympia were reviewed by the TEC and a change was recommended to the Board in order to better reflect vessel traffic going to Olympia. The Board reviewed documentation provided by the TEC. The proposal reduces the number of trips from 22 to 16.
Motion: Scragg/Stewart – Adopt the new hard-to-get trip requirements as proposed – Carried.
- The TEC recommended that fatigue management be included in trainee orientation. They are currently working with Atrixware to get an informational video added to the Local Knowledge and Conning Quiz interface, which would allow the TEC to monitor whether or not it has been watched.
- The TEC spent a significant amount of time at the last meeting editing the training program WAC. They will submit changes to the WAC Committee, then to Board legal counsel, and finally to the Board.

Legislative/WAC Committee:

- Commissioner Adams hopes to work with staff over the next month on the WAC language changes.

BPC/PSP Joint Diversity Committee (JDC):

- The JDC had an excellent meeting on May 29th. The group brainstormed with Elizabeth Kosa from WSF on how they can help us expand our pilotage pipeline through their recruitment process. WSF understands that they are an excellent pathway to pilotage. They have become a great partner.
- Elizabeth Kosa informed the committee that the MMP union contract has been updated to allow WSF employees the ability to try pilot training with the opportunity to return to their job at WSF with no penalty if they are not successful in the program.
- The JDC reviewed the proposal from Sheila LaFleur/Job Propeller to provide professional recruiting services for the 2018 Marine Pilot Exam and confirmed the decision to partner with her.
- The JDC will take a summer hiatus but will stay in contact via email, and will receive reports on the exam recruitment process.
- The Women on the Water conference will be held at Maine Maritime Academy November 1-3. Chair Tonn is working on possibly conducting a session regarding pilotage, similar to the one the Board held at the Women in Maritime Leadership conference at CalMaritime in March 2018.

Exam Committee:

- The JDC agreed to contract with Sheila LaFleur. A major notification push will occur on Wednesday, June 27th at noon EST/noon PST. The exam announcement will be posted in maritime publications, social media sites, and maritime academy alumni boards, as well as with several women and minority maritime organizations.
- SE Alaska has advertised that their exam will be held in March 2019. The San Francisco exam is predicted for either March or April of 2019.
- The committee has been working hard behind the scenes on exam development. Simulator development will occur next week, and 2 two-day exam writing workshops are scheduled for July 9-10 and August 20-21. Commissioners were invited to attend any of the focus group sessions.

Fatigue Management Committee:

- Chair Morrell reported that the committee had a successful second meeting on May 10th. Minutes from that meeting were provided to the Board. He has approved the draft agenda for the third meeting which will be on Friday, June 29th.
- Recommendations will likely be presented to the Board at either the July or August meetings.
- The Fatigue Management Committee recommendations will lead to further discussions regarding the number of pilots in the Puget Sound Pilotage District.

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: Scragg/Anthony - approve the physicians' reports for Captains D.A. Shaffer, J. C. Scragg, M. L. Anthony, J. P. Bujacich, W. J. Sliker, C. F. Rounds, S. T. Coleman for annual pilot license renewal and Captain K. J. Grieser for annual trainee pilot license renewal – Carried.

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

- July 19 – Meeting will start at 11:00am to accommodate a TEC meeting beforehand. Commissioners were invited to attend the TEC meeting.
- August 16 – Will be held in Westport, WA

There being no further business to come before the Board, Chair Tonn adjourned the regular session Board meeting at 12:25 p.m.

CLOSED SESSION

A Closed Session of the Board of Pilotage Commissioners was convened from 12:25 p.m. to 12:55 p.m. in the Agate Conference Room, 2901 Third Avenue, Seattle, Washington to discuss matters relative to personnel. In attendance were Commissioners Tonn, Anthony, Adams, Thompson, Kirtley, Scragg, Morell and Stewart, Assistant Attorney General Albert Wang; and BPC staff Shawna Erickson, Jolene Hamel, and Jaimie Bever.

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