

MEETING MINUTES

STATE OF WASHINGTON ~ BOARD OF PILOTAGE COMMISSIONERS

August 17, 2017

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 Commission Room of the Port of Grays Harbor, 111 S. Wooding St., Aberdeen, WA.

Present:

Chair: Sheri J. Tonn Vice Chair: Ned Kiley

Commissioners: Grant Stewart, Don Mayer, Ed Marmol, Chuck Adams, Eleanor Kirtley, and Sara Thompson

Administration: Jaimie Bever, Shawna Erickson

Legal Counsel: Albert Wang

Linda Styrk, Majken Ryherd: Puget Sound Pilots

Mike Moore: Pacific Merchant Shipping Association

Gary Nelson, Mary Nelson, Kayla Dunlap: Port of Grays Harbor

Jennifer Harris: House Transportation Committee Staff

Mark Gleason: Gleason and Associates

Lyn Tully: Public

Minutes. Motion: Adams/Marmol – approve the July 13, 2017 Minutes as written – Carried.

BPC Staff Report.

- The BPC office space was expanded. Staff is once again occupying the space.
- Interviews have concluded for the Administrative Coordinator position and a candidate has been selected with a target start date of September 1, 2017.
- Agency financials including budget allotments for the 17-19 biennium and an overview of revenue/expenditures for the previous 5 bienniums were reviewed.
- The agency's 2017 Risk Register was completed and submitted to the Department of Enterprise Services Office of Risk Management. A spring workshop with the Commissioners will be scheduled to go through a risk management assessment process, laying the groundwork for the 2018 Risk Register.
- The Board reviewed statistical data regarding vessel moves provided by staff.

BPC Chair Report.

- Chair Tonn and Board staff visited the Port Angeles Pilot Station on August 4, 2017. The tour was led by PSP President, Captain Eric vonBrandenfels. Commissioners were encouraged to tour the facility.
- Chair Tonn and Interim Executive Director Jaimie Bever met with USCG Captain of the Port Linda Sturgis to discuss issues with turnaround time for federal pilotage endorsements, and general medical oversight.
- A draft of the BPC 2016 Annual Report was provided to the Board for review and comment.

Activity Reports. Mike Moore representing Pacific Merchant Shipping Association; Linda Styrk representing Puget Sound Pilots; and Gary Nelson representing the Port of Grays Harbor offered current and projected statistical data as well as updates on current maritime activities.

NEW BUSINESS

Approval of Pilot License Upgrade Program. Captains William "Bud" Carley and Ryan White are nearing completion of their fifth and third license years, respectively.

Motion: Mayer/Stewart - approve the license upgrade programs for Captains William "Bud" Carley and Ryan White as drafted by the TEC – Carried.

Fatigue Management Update - Discussion Concerning Setting the Number of Pilots in the Puget Sound Pilotage District as Provided in WAC 363-116-065. Chair Tonn relayed her discussions with sleep expert Dr. Charles Czeisler, Harvard Medical School Division of Sleep Medicine. Dr. Czeisler proposed several new sleep measurement tools. There was also discussion regarding auditing sleep

rule compliance and looking at the Board's rest requirements in comparison to Puget Sound Pilots rest requirements. Commissioner Mayer pointed out that PSP's dispatch system is designed to only dispatch a pilot who has received adequate rest per PSP's rest rules and that function cannot be overridden. The Board will consider next steps and a request for proposal will be sent to Dr. Czeisler at that time.

Joint Transportation Committee (JTC) Study Update. Dr. Spencer Cohen and Michaela Jellicoe, Community Attributes, and Mark Gleason, Gleason & Associates, are the consultants chosen for the pilotage study commissioned by the Joint Transportation Committee (JTC). Mark Gleason was present and gave a brief overview of the status of the study. The study will include a look at oversight, implementation of the diversity plan, and rate setting in the state and in other districts ultimately resulting in best practices recommendations to the JTC. The consultants are currently in the information gathering stage and have conducted several meetings with the Board Chair and Staff, Puget Sound Pilots, and other stakeholders. Second round interviews will be conducted during the second, more in-depth phase of the study. The project will wrap up in early January 2018.

2017 Annual Tariff Hearing Preparation. A letter dated August 17, 2017, from the Port of Grays Harbor (PGH) to the Board was presented, which detailed their request for one rule amendment to the GHPD tariff. This request was approved by the Grays Harbor Port Commission on August 8, 2017. Motion: Marmol/Adams – file a CR102 reflecting a decrease to the *Pension Charge* from \$528 to \$500 – Carried.

Consideration of Request for Vessel Exemption:

Motor Yacht CALEX – 164', 492 gt, Cayman Islands registry, Captain Christopher Clemens
Motion: Kiley/Adams – concur with Chair's granting of an interim annual exemption – Carried.

Motor Yacht LEGEND – 168', 603 gt, Marshall Islands registry, Captain Egon Viljoen
Motion: Mayer/Kiley – No exemption granted. The vessel should take a pilot on their way in and reapply for an exemption when the vessel is ready to come out of dry dock, submitting a new petition for vessel exemption at that time. If it is the same captain, the initial trip in with the pilot will be considered indoctrination to the area – Carried.

Pilot's Report of Marine Safety Occurrence: THORCO MARJANNE, 7-13-17

Everett, approach	Failed bow thruster. Cause unknown. A second tug was called and the vessel was docked without any further issues.	<u>Motion:</u> Marmol/Adams - File as a Marine Safety Occurrence – Carried.
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Pilot's Report of Incident: PS Pilot Sanders – ALASKAN FRONTIER, 7-06-17

This incident was deferred to the September 21, 2017 meeting.

Pilot's Report of Incident: PS Pilot Kearns – PORT PEGASUS, 7-09-17

Olympia, Berth 3	Vessel made contact with the dock resulting in a cosmetic dent on the starboard bow of the vessel, and a damaged dock piling cement cap.	<u>Motion:</u> Marmol/Mayer - Incident with damage and with pilot error. A Lessons Learned document is due to the Board by the September 21, 2017 meeting – Carried. <u>Friendly Amendment:</u> Kiley/Thompson – pilot to take 1 observation trip on the same class of tug (Spartan or her sister Saturn) berthing a vessel in either Olympia or Everett - Carried
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Chair Tonn thanked the trainees on board the vessel *PORT PEGAUS* for turning in cogent reports of the incident.

Committee Reports.

Trainee Evaluation Committee:

- The TEC met on August 15th.
- Captain Ken Grieser started the training program on August 1, 2017 bringing the total number of trainees to six (6).
- Training Program progress was reviewed for all current trainees: Captains Hunter, Myers, Vestal, Kridler, Bendixen, and Grieser.
- Current retirement projections were reviewed and discussed.
- Delays in the process of federal pilotage endorsements issued by the Coast Guard were discussed.
- The software used by the TEC for Conning Quizzes and Local Knowledge Exams, Atrixware, has been updated.
- The new Trainee Handbook is complete.

Legislative/WAC Committee:

- The committee will meet to review the status of the whole WAC chapter and assess target areas.

Diversity Committee:

- The PSP/BPC Joint Diversity Committee (JDC) met on August 8, 2017. Attendees of that meeting included JTC Study consultant Dr. Spencer Cohen and staff from Senator Patty Murray's office. The meeting focused on activities for outreach, the top of the list being a brochure outlining a pilotage career path. Conversations also included identifying and eliminating barriers in the maritime industry. JTC Consultant Mark Gleason added that part of the scope of their study is to look at barriers in the maritime industry in general.

Review of Pilot/Trainee Physical Examination Reports.

Motion: Stewart/Kirtley – accept the physicians' reports for Captains D.W. Mayer, P.S. Kelly, E. Marmol, and J.A. Shaffer for annual pilot license renewal and Captain K.C. Kridler for annual trainee license renewal – Carried with abstentions from Commissioners Mayer and Marmol.

Confirmation of Next Regular Meeting Dates. The next regular meeting dates are set for September 21st (Public Hearing regarding WAC 363-116-301 *New Revenue Collection*) and October 19th Public Hearing Regarding WAC 363-116-185 *Pilotage Rates for the Grays Harbor Pilotage District*.

There being no further business to come before the Board, Chair Tonn adjourned the regular session Board meeting at 12:40 p.m.

CLOSED SESSION - Call to Order

A Closed Session of the Board of Pilotage Commissioners was convened from 12:45 p.m. to 12:55 p.m. in the Commission Room of the Port of Grays Harbor, 111 S. Wooding St., Aberdeen, WA to discuss matters relative to the training program. In attendance were Commissioners Tonn, Kiley, Adams, Stewart, Mayer, Kirtley, Marmol, and Thompson; BPC staff Shawna Erickson and Jaimie Bever; and Legal Counsel Albert Wang.

EXECUTIVE SESSION - Call to Order

An Executive Session of the Board of Pilotage Commissioners was convened from 12:55 p.m. to 1:15 p.m. in the Commission Room of the Port of Grays Harbor, 111 S. Wooding St., Aberdeen, WA to discuss matters relative to personnel. In attendance were Commissioners Tonn, Kiley, Adams, Stewart, Mayer, Kirtley, Marmol, and Thompson; and Legal Counsel Albert Wang.

Respectfully submitted,

Jaimie C. Bever, Executive Director (Interim)

Sheri J. Tonn, Chair

Edmund I. Kiley, Vice Chair

Commissioner Charles F. Adams

Absent

Commissioner Philip Morrell

Commissioner J. Grant Stewart

Commissioner Donald W. Mayer

Commissioner Edmund Marmol

Commissioner Eleanor Kirtley

Commissioner Sara Thompson