

Board of Pilot Commissioners for Harris County Ports

OFFICES: 111 EAST LOOP • HOUSTON, TEXAS 77029-4327
MAILING ADDRESS: P.O. BOX 2562 • HOUSTON, TEXAS 77252-2562
TELEPHONE: (713) 670-2542 • FAX (713) 670-2810

July 2, 2012

To: Pilot Board Application Review Committee (ARC) Members and Margot Campbell

From: Mike Usher

Subject: Minutes of June 19, 2012 Pilot Board Application Review Committee Meeting

The meeting was held in the Port of Houston Authority Executive Office Building at 10:00 Tuesday June 19, 2012. Committee members in attendance were Ruben Arredondo, Captain Robert Thompson, Captain Paul Brown, Pat Studdert and Harvey Petree. Staff in attendance was Senior Managing Director Marcus Woodring, Assistant General Counsel Margot Campbell and Compliance Manager Mike Usher. Counsel for the Houston Pilots Jim Brown attended.

Compliance Manager convened the meeting of Pilot Board Application Review Committee.

A. Branch Pilot Renewals:

1. Recommended approve renewal of commission for Branch Pilot in and for the Houston Ship Channel and Galveston Bar: Captain Sean P. Arbogast
2. Recommended approve renewal of commission for Branch Pilot in and for the Houston Ship Channel and Galveston Bar: Captain John M. Bratcher
3. Recommended approve renewal of commission for Branch Pilot in and for the Houston Ship Channel and Galveston Bar: Captain Robert V. Arthur, Jr.

B. Pilot Pool Applicant Renewals:

1. Approved qualified to remain in pool: Jeffery Lobaugh
2. Approved qualified to remain in pool: Lance Aasletten
3. Not approved qualified to remain in pool: Christine S. Shank

C. Pilot Pool Applicants

1. Approved qualified to enter pool: Jason T. Stancil – Tabled *
2. Approved qualified to enter pool: John J. Schieferstein – Tabled *
3. Approved qualified to enter pool: William M. Kern – Tabled *

*New pool applicants tabled pending drug screen reports.

D. General:

1. Recommended approve DPS criminal background checks on all applicants, and to include language about such checks in release forms that applicants sign.
2. Discussion of standards for the “good moral character” qualification. Recommended continue consideration of information pertinent to the good moral character of applicants on a consistent and non-discriminatory case-by-case basis. Recommended using as guidelines the Federal guidelines from CFR Title 46 Parts 10.215 and 10.213. Recommended seeking approval to discuss with Governor’s office whether that office can provide their guidelines for good moral standards.
3. Recommended approve CG719K Physical Exam Report for physical exam requirements on Branch Pilot commission renewals and Deputy Branch Pilot certificates. Recommended removal of requirement that applicant must use Kelsey-Seybold doctor.
4. Recommended pilot pool applicants and new Deputy Branch Pilot applicants submit drug screen report within 120 days of application. New Branch Pilot applicants and renewal Branch Pilot applicants may submit drug screen report or evidence from employer that they were subject to random drug screen program.
5. Recommended that staff prepare draft of revisions to Rules to include items D.1 through D.5 as necessary for discussion at next meeting, in preparation for future public notice and Pilot Board approval.

Adjourn the meeting of the Pilot Board Application Review Committee

NEXT MEETING REQUESTED

July 17, 2012