

**Board of Pilot Commissioners for Harris County Ports
Application Review Committee
Applicant Review Meeting**

January 20, 2015

A meeting of the Pilot Board Application Review Committee (the “ARC”) was convened on Tuesday, January 20, 2015, at 12:00, at the Port of Houston Authority Executive Offices, Fourth Floor Boardroom, at 111 East Loop North, Houston, Texas 77029. The following commissioner, members and staff were present:

Theldon R. Branch III, Commissioner
Captain Marcus Woodring, Chairman
Captain Gilberto Martinez
Captain Joe Hill
Captain Michael Morris
Brian Rego
Sarah Kay Janes
Margot Campbell, Assistant General Counsel, ARC Legal Advisor
Jessica Shaver, Director, Organization Planning & Strategy
Captain Mike Usher, Pilot Board Compliance Coordinator

ARC members welcomed Commissioner Branch and Ms. Druce to the meeting and its new member Captain Martinez.

A. Minutes

The ARC approved the Minutes of the Application Review Committee Meeting – December 9, 2014.

B. Branch Pilot

- 1) Recommendation for renewal of Branch Pilot Commission in and for the Houston Ship Channel and Galveston Bar: Captain Stephen J. Conway.

The ARC reviewed Captain Conway’s renewal file. The Compliance Coordinator asked for a motion to recommend renewal; the motion was brought by Chairman Woodring, seconded by Ms. Janes. Captain Morris, Captain Martinez, Captain Hill, and Mr. Rego voted Aye. Nays none. Motion APPROVED.

- 2) Recommendation for renewal of Branch Pilot Commission in and for the Houston Ship Channel and Galveston Bar: Captain John C. Blomquist.

The ARC reviewed Captain Blomquist’s renewal file. The Compliance Coordinator asked for a motion to recommend renewal; the motion was brought by Captain Morris, seconded by Captain Hill. Captain Martinez, Chairman Woodring, Ms. Janes and Mr. Rego voted Aye. Nays none. Motion APPROVED.

- 3) Recommendation for renewal of Branch Pilot Commission in and for the Houston Ship Channel and Galveston Bar: Captain Scott J. Browning.

The ARC reviewed Captain Browning's renewal file. The Compliance Coordinator asked for a motion to recommend renewal; the motion was brought by Chairman Woodring, seconded by Mr. Rego. Captain Hill, Ms. Janes, Captain Morris, and Captain Martinez voted Aye. Nays none. Motion APPROVED.

- 4) Recommendation for renewal of Branch Pilot Commission in and for the Houston Ship Channel and Galveston Bar: Captain Elton S. Porter III.

The ARC reviewed Captain Porter's renewal file. The Compliance Coordinator asked for a motion to recommend renewal; the motion was brought by Chairman Woodring, seconded by Captain Morris. Captain Hill, Mr. Rego, Ms. Janes, and Captain Martinez voted Aye. Nays none. Motion APPROVED.

C. Deputy Branch Pilot

- 1) Recommendation for Deputy Branch Pilot Certificate, upon U.S. Coast Guard issuance of his First Class Pilot's License endorsement for the Houston Ship Channel and Galveston Bar, which is expected shortly: Captain Brandon M. Bass.

The ARC reviewed Captain Bass's application file. The Compliance Coordinator asked for a motion to recommend certificate issuance, upon U.S. Coast Guard issuance of Captain Bass's First Class Pilot's License endorsement for the Houston Ship Channel and Galveston Bar; the motion was brought by Chairman Woodring, seconded by Captain Hill. Captain Morris, Captain Martinez, Ms. Janes and Mr. Rego voted Aye. Nays none. Motion APPROVED.

- 2) Recommendation for Deputy Branch Pilot Certificate, upon U.S. Coast Guard issuance of his First Class Pilot's License endorsement, for the Houston Ship Channel and Galveston Bar, which is expected shortly: Captain Darren W. Collins.

The ARC reviewed Captain Collins's application file. The Compliance Coordinator asked for a motion to recommend certificate issuance, upon U.S. Coast Guard issuance of Captain Collins's First Class Pilot's License endorsement for the Houston Ship Channel and Galveston Bar; the motion was brought by Captain Hill, seconded by Ms. Janes. Captain Morris, Captain Martinez, Chairman Woodring and Mr. Rego voted Aye. Nays none. Motion APPROVED.

- 3) Recommendation for Deputy Branch Pilot Certificate, upon U.S. Coast Guard issuance of his First Class Pilot's License endorsement, for the Houston Ship Channel and Galveston Bar, which is expected shortly: Captain William Kern.

The ARC reviewed Captain Kern's application file. The Compliance Coordinator asked for a motion to recommend certificate issuance, upon U.S. Coast Guard issuance of Captain Kern's First Class Pilot's License endorsement for the Houston

Ship Channel and Galveston Bar; the motion was brought by Captain Hill, seconded by Ms. Janes. Captain Morris, Captain Martinez, Chairman Woodring and Mr. Rego voted Aye. Nays none. Motion APPROVED.

D. Pilot Pool

- 1) Recommendation to enter into Pilot Pool: Mr. Bradley S. Albrecht.

The ARC reviewed Mr. Albrecht's application file. The Compliance Coordinator asked for a motion to recommend qualified to enter into Pilot Pool; the motion was brought by Chairman Woodring, seconded by Ms. Janes. Captain Morris, Mr. Rego, Captain Martinez and Captain Hill voted Aye. Nays none. Motion APPROVED.

- 2) Recommendation to enter into Pilot Pool: Mr. Kartik Parmar.

The ARC reviewed Mr. Parmar's application file. The Compliance Coordinator asked for a motion to recommend qualified to enter into Pilot Pool; the motion was brought by Captain Hill, seconded by Ms. Janes. Chairman Woodring, Mr. Rego, Captain Martinez and Captain Morris voted Aye. Nays none. Motion APPROVED.

- 3) Recommendation to enter into Pilot Pool: Mr. Brian J. Kiesel.

The ARC reviewed Mr. Kiesel's application file. The Compliance Coordinator asked for a motion to recommend nonqualified to enter into Pilot Pool; the motion was brought by Chairman Woodring, seconded by Captain Hill. Mr. Rego, Ms. Janes, Captain Martinez and Captain Morris voted Aye. Nays none. Motion APPROVED.

E. General

The ARC reviewed a question in section 11 of the Governor's Office Appointment Application, which asks: "Have you ever been convicted in a criminal proceeding (excluding traffic violations), placed on probation, required to perform community service, or had a criminal proceeding disposed of by pre-trial diversion, deferred prosecution, deferred adjudication, or some similar proceeding?"

Ms. Campbell determined that the modifying phrase "excluding traffic violations" allows an applicant with a conviction for reckless driving to properly answer "No" to that question.

Adjourned the Application Review Committee Meeting
Next requested meeting March 17, 2015