

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

September 13, 2016

A meeting of the Pilot Board Application Review Committee (the “ARC”) was convened on Tuesday, September 13, 2016 at 12:00, at the Port of Houston Authority Executive Offices, Fourth Floor Boardroom, at 111 East Loop North, Houston, Texas 77029. The following members and staff were present:

Captain Marcus Woodring, Chairman
Captain Mike Usher, Vice Chairman
Captain Robert Shearon
Captain Joe Hill
Captain Gilbert Martinez
Brian Rego
Sallie Kay Janes
Margot Campbell, Assistant General Counsel, ARC Legal Advisor
Latitia Jones Paralegal II

A. Minutes

The ARC approved the Pilot Board Application Review Committee Meeting Minutes July 12, 2016.

B. Deputy Branch Pilot

- 1) Approve recommendation for Deputy Branch Pilot Certificate after meeting full requirements as a Deputy Branch Pilot for the Houston Ship Channel and Galveston Bar: Captain Brent M. Covert

The ARC reviewed Captain Covert’s application file. Captain Usher asked for a motion to recommend Deputy Branch Pilot Certificate after meeting full requirements as a Deputy Branch Pilot for the Houston Ship Channel and Galveston Bar; the motion was brought by Chairman Woodring, seconded by Ms. Janes. Captain Shearon, Captain Martinez, Captain Hill, and Mr. Rego voted Aye. Nays none. Motion APPROVED.

- 2) Approve recommendation for Deputy Branch Pilot Certificate after meeting full requirements as a Deputy Branch Pilot for the Houston Ship Channel and Galveston Bar: Captain Kevin A. Kirk

The ARC reviewed Captain Kirk’s application file. Captain Usher asked for a motion to recommend Deputy Branch Pilot Certificate after meeting full requirements as a Deputy Branch Pilot for the Houston Ship Channel and Galveston Bar; the motion was brought by Captain Hill, seconded by Captain Shearon. Captain Martinez, Chairman Woodring, Ms. Janes, and Mr. Rego voted Aye. Nays none. Motion APPROVED.

C. Pilot Pool

- 1) Recommendation to enter into the Pilot Pool: John C. Cox

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

- 2) Recommendation to enter into the Pilot Pool: Malachy F. Byrne IV

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

- 3) Recommendation to enter into the Pilot Pool: Joseph D. Ward

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

D. General

- 1) Captain Usher verified through the Governor Appointments Office that an applicant is required to answer as a handgun license holder, if applicable, to the question "licensed by a Texas state agency", on the Governor Appointment Application.
- 2) Captain Usher presented the new Disclosure Form required for applicants to submit with the Governor Appointment Application.

Adjourned the Pilot Board Application Review Committee Meeting
Next requested meeting October 11, 2016