

I N D E X

THE BOARD OF PILOT COMMISSIONERS
OF THE PORTS OF HARRIS COUNTY, TEXAS

September 25, 2012

<i>Minute No.</i>	<i>Event/Action</i>
	Chairman Edmonds convened the meeting of the Board of Pilot Commissioners
(PB-2012-0925-01)	Approve the Minutes of the Board of Pilot Commissioners Meeting – August 28, 2012
(PB-2012-0925-02)A	Chairman Edmonds introduced Marcus Woodring, Sr. Managing Director, Port Security and Emergency Operations, who presented a Pilot Board Application Review Committee (ARC) and Pilot Board Investigation and Recommendation Committee (PBIRC) Update
(PB-2012-0925-02)B	Chairman Edmonds asked if anyone would like to address the Pilot Board; there was no response
	Adjourn the meeting of the Board of Pilot Commissioners

**Board of Pilot Commissioners for Harris County Ports
Public Meeting**

**Houston, Texas
September 25, 2012**

A public meeting of the Board of Pilot Commissioners for Harris County Ports (the "Pilot Board") was convened on September 25, 2012 at 9:48 a.m., at the Port of Houston Authority Executive Offices, Fourth Floor Boardroom, at 111 East Loop North, Houston, Texas 77029. The following Commissioners, staff, and counsel were present:

James T. Edmonds, Chairman
Jimmy A. Burke, Commissioner
Jim Fonteno, Jr., Commissioner
Elyse B. Lanier, Commissioner
Steve L. Phelps, Commissioner
Leonard Waterworth, Executive Director
Erik Eriksson, General Counsel and Assistant Secretary
Marcus Woodring, Sr. Managing Director, Port Security and Emergency Operations

(PB-2012-0925-01) Chairman Edmonds asked if the Pilot Board had changes to the minutes of its August 28, 2012 meeting. Hearing no changes, the Chairman declared the minutes approved as written.

(PB-2012-0925-02) Appearances

(A) Chairman Edmonds introduced Mr. Woodring, who gave an update regarding the Pilot Board Application Review Committee (ARC) and Pilot Board Investigation and Recommendation Committee (PBIRC). Mr. Woodring noted that the activities of both committees were addressed in the Sunset Advisory Commission staff report, and that many of the recommendations in the report have already been acted on.

Mr. Woodring noted that the pilot license renewal application has been changed to include a continuing education requirement. Staff has spoken with the pilots, many of whom already undertake continuing education, and they are in support of this change.

He also reported on the ARC's review of background check procedures. Pilots are required by state law to have good moral character, which is a "fuzzy" standard. As a result, the ARC has been reviewing codification of guidelines regarding this standard. The Sunset report recommended looking at the Public Safety Code for guidance, and as a result, the ARC is considering adding those factors.

Separately, staff now has access to the Texas Department of Public Safety computerized system to conduct background checks. This is expected to improve the background check process.

Mr. Woodring stated that a new form has been provided on the Pilot Commission's website that allows the public to file a complaint with the PBIRC. He also stated that a new

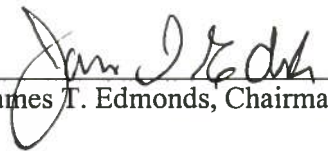
website has been created, <http://www.houstonpilotboard.com>, to provide information regarding the Pilot Commission. Additionally, improvements have been made to the Port Authority website, to identify the Pilot Commission and link to the new website.

Commissioner Fonteno asked how good moral character was addressed with renewals and whether there was any obligation to report changes. Mr. Woodring stated that with the state-wide background checks there should be more consistency in this with the Texas Department of Public Safety background reports, i.e. the same verification system will be used for renewals and applications. He stated that it will take a few renewal cycles to check all licenses, but that eventually our background checks should be fully consistent with the state-wide database.

(B) Chairman Edmonds asked if anyone else would like to address the Port Commission; there was no response.


At 9:56 a.m. Chairman Edmonds adjourned the meeting of the Pilot Board.

The above is a correct copy of the Minutes of the September 25, 2012 meeting of the Pilot Board.



James T. Edmonds, Chairman

ATTEST:



Erik A. Eriksson, General Counsel and Assistant Secretary