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

December 12, 2017

<i>Minute No.</i>	<i>Event/Action</i>
	General
	Chairman Longoria convened the meeting of the Board of Pilot Commissioners
	Minutes
(PB-2017-1212-01)	Approve the Minutes of the Board of Pilot Commissioners Meeting – October 23, 2017
	Appearances
(PB-2017-1212-02)	Chairman Longoria introduced Captain Robert Shearon, Houston Pilots, who addressed the Port Commission and introduced the new Houston Pilots Presiding Officer for 2018, Captain Mark Mitchem
(PB-2017-1212-03)	Chairman Longoria recognized Joel Dejean, Schiller Institute, who addressed the Port Commission
	Pilot Matters
(PB-2017-1212-04)	Appointment of Pilot Board Investigation and Recommendation Committee (PBIRC) Members
(PB-2017-1212-05)	Appointment of Pilot Board Application Review Committee (ARC) Members
(PB-2017-1212-06)	Recommendation for renewal of Branch Pilot Commission for the Houston Ship Channel and Galveston Bar: Captain Michael J. Newingham
(PB-2017-1212-07)	Recommendation for renewal of Branch Pilot Commission for the Houston Ship Channel and Galveston Bar: Captain Monte B. Warren
(PB-2017-1212-08)	Recommendation for original Branch Pilot Commission for the Houston Ship Channel and Galveston Bar: Captain Brandon M. Bass
(PB-2017-1212-09)	Recommendation for original Branch Pilot Commission for the Houston Ship Channel and Galveston Bar: Captain Darren W. Collins
(PB-2017-1212-10)	Recommendation for original Branch Pilot Commission for the Houston Ship Channel and Galveston Bar: Captain William M. Kern
	Adjourn Meeting

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

**Houston, Texas
December 12, 2017**

A public meeting of the Board of Pilot Commissioners for Harris County Ports (the "Pilot Board") was convened on December 12, 2017 at 10:39 a.m., at the Port of Houston Authority Executive Offices, Fourth Floor Boardroom, at 111 East Loop North, Houston, Texas 77029. The following Commissioners and staff were present:

Janiece Longoria, Chairman
Dean E. Corgey, Commissioner
Stephen H. DonCarlos, Commissioner
Clyde E. Fitzgerald, Commissioner
John D. Kennedy, Commissioner
Roy D. Mease, Commissioner
Roger Guenther, Secretary
Erik Eriksson, General Counsel

Chairman Longoria convened the meeting of the Pilot Board.

(PB-2017-1212-01) Chairman Longoria called for a motion to approve the minutes of the October 23, 2017 Pilot Board meeting. Commissioner Mease moved for approval, seconded by Commissioner Corgey. Chairman Longoria, and Commissioners Corgey, DonCarlos, Fitzgerald, Kennedy, and Mease voted Aye. Nays none. The minutes were approved as written.

(PB-2017-1212-02) Chairman Longoria introduced Captain Robert Shearon, Houston Pilots, who addressed the Port Commission. Captain Shearon noted the only proposed change to the Houston Pilot's "tariff" approved in 2016 was a slight increase in transportation charges, due to increased fuel costs.

Captain Shearon then introduced the 2018 Presiding Officer of the Houston Pilots, Captain Mark Mitchem, a 1982 graduate of the U.S. Merchant Marine Academy in Kings Point.

Chairman Longoria expressed appreciation for the great relationship between the Pilot Board and Captain Shearon, and for his work while serving as presiding officer. She added that although Captain Shearon would be missed, the Pilot Board welcomed Captain Mitchem and was looking forward to working with him and continuing the Pilot Board's important relationship with the Houston Pilots.

Captain Mitchem pledged to do his best to maintain that relationship and expressed the Houston Pilots's appreciation to the Pilot Board for its hard work, foresight, and proactive approach to making the Port of Houston great.

(PB-2017-1212-03) Chairman Longoria recognized Joel Dejean, Schiller Institute, who addressed the Port Commission. Mr. Dejean reported on the New Silk Road and opportunities for Houston and the United States, and invited all present to attend a conference on these matters.

The Pilot Board considered each Request for Pilot Board Action ("RPBA") attached to these minutes as Exhibit "A."

(PB-2017-1212-04) RPBA F1 was presented, moved by Commissioner Corgey, seconded by Commissioner DonCarlos. Chairman Longoria, and Commissioners Corgey, DonCarlos, Fitzgerald, Kennedy, and Mease voted Aye. Nays none. RPBA F1 PASSED.

(PB-2017-1212-05) RPBA F2 was presented, moved by Commissioner Kennedy, seconded by Commissioner DonCarlos. Chairman Longoria, and Commissioners Corgey, DonCarlos, Fitzgerald, Kennedy, and Mease voted Aye. Nays none. RPBA F2 PASSED.

(PB-2017-1212-06) RPBA F3 was presented, moved by Commissioner Corgey, seconded by Commissioner Fitzgerald. Chairman Longoria, and Commissioners Corgey, DonCarlos, Fitzgerald, Kennedy, and Mease voted Aye. Nays none. RPBA F3 PASSED.

(PB-2017-1212-07) RPBA F4 was presented, moved by Commissioner Mease, seconded by Commissioner Kennedy. Chairman Longoria, and Commissioners Corgey, DonCarlos, Fitzgerald, Kennedy, and Mease voted Aye. Nays none. RPBA F4 PASSED.

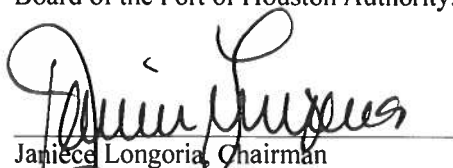
(PB-2017-1212-08) RPBA F5 was presented, moved by Commissioner Mease, seconded by Commissioner Fitzgerald. Chairman Longoria, and Commissioners Corgey, DonCarlos, Fitzgerald, Kennedy, and Mease voted Aye. Nays none. RPBA F5 PASSED.

(PB-2017-1212-09) RPBA F6 was presented, moved by Commissioner DonCarlos, seconded by Commissioner Kennedy. Chairman Longoria, and Commissioners Corgey, DonCarlos, Fitzgerald, Kennedy, and Mease voted Aye. Nays none. RPBA F6 PASSED.

(PB-2017-1212-10) RPBA F7 was presented, moved by Commissioner Corgey, seconded by Commissioner Mease. Chairman Longoria, and Commissioners Corgey, DonCarlos, Fitzgerald, Kennedy, and Mease voted Aye. Nays none. RPBA F7 PASSED.

At 10:48 a.m., Chairman Longoria adjourned the Pilot Board meeting.

The above is a correct copy of the Minutes of the December 12, 2017 meeting of the Pilot Board of the Port of Houston Authority.


Janiece Longoria, Chairman


Erik A. Eriksson, Assistant Secretary

F. PILOT MATTERS

Subject	1. Appointment of Pilot Board Investigation and Recommendation Committee (PBIRC) Members.
Meeting	Dec 12, 2017 - BOARD OF PILOT COMMISSIONERS FOR HARRIS COUNTY PORTS
Access	Public
Type	Action
Recommended Action	<p>The Board of Pilot Commissioners for Harris County Ports (the Pilot Board), at its December 12, 2017 meeting, approve the appointment of the following nominees to the Pilot Board Investigation Recommendation Committee for the calendar year 2018 and thereafter until a replacement is named, and further authorize the Secretary of the Pilot Board to do any and all things in his opinion reasonable or necessary to give effect to the foregoing:</p> <ul style="list-style-type: none"> (a) Captain Marcus Woodring - Port of Houston Authority - Chairman (b) Captain Mark Mitchem - Houston Pilots Association - Presiding Officer (c) Captain Mike Curtiss - Houston Pilots Association (d) Captain Steve Nelson - Houston Pilots Association (e) Captain Richard Russell - Maritime Industry (f) Captain David Foret, Jr. - Maritime Industry (g) Captain Richard Ford - Maritime Industry (h) Paul Caruselle - Maritime Industry (i) Thomas Marian - Maritime Industry

Category:
Pilot Matters

Department:
Pilot Administration

Staff Contact:
Erik Eriksson

Background:
Prior authorizing Pilot Board Action: Minute No. 2016-1213-03

Pursuant to the Rules and Regulations Governing Pilots and Pilotage on the Houston Ship Channel between the Galveston Bar and the Turning Basin Houston, Texas (Rules), adopted August 25, 1993 by Minute No. 1881, amended by Minute No. 2007-1030-66, Minute No. 2010-0323-23, and Minute No. 2013-0723-08, the PBIRC investigates, holds hearings, and makes recommendations regarding certain accidents on the Houston Ship Channel and matters pertaining to the Rules. The Rules provide that the PBIRC is appointed annually by the Chairman of the Pilot Board, with the appointees subject to approval by the Pilot Board. The Rules provide that the PBIRC shall be composed of voting members from the Houston Pilots Association, Port of Houston maritime industry, non-voting advisory members from the U.S. Coast Guard, and the Port of Houston Authority, and chaired by a Port of Houston Authority voting member.

Staff Evaluation/Justification:

Pursuant to the Rules, the Chairman of the Pilot Board appoints, subject to approval by the Pilot Board, the following as members of the PBIRC:

- Captain Marcus Woodring - Port of Houston Authority - Chairman
- Captain Mark Mitchem- Houston Pilots Association - Presiding Officer
- Captain Mike Curtiss - Houston Pilots Association
- Captain Steve Nelson - Houston Pilots Association
- Captain Richard Russell - Maritime Industry
- Captain David Foret, Jr. - Maritime Industry
- Captain Richard Ford - Maritime Industry

Paul Caruselle - Maritime Industry
Thomas Marian - Maritime Industry

The Secretary of the Pilot Board requests that the Pilot Board approve each PBIRC member appointee, to serve for the calendar year 2018 and thereafter, until a replacement is named.

F. PILOT MATTERS

Subject	2. Appointment of Pilot Board Application Review Committee (ARC) Members.
Meeting	Dec 12, 2017 - BOARD OF PILOT COMMISSIONERS FOR HARRIS COUNTY PORTS
Access	Public
Type	Action
Recommended Action	<p>The Board of Pilot Commissioners for Harris County Ports (the Pilot Board), at its December 12, 2017 meeting, approve the appointment of the following nominees to the Pilot Board Application Review Committee for the calendar year 2018 and thereafter until a replacement is named, and further authorize the Secretary of the Pilot Board to do any and all things in his opinion reasonable or necessary to give effect to the foregoing:</p> <ul style="list-style-type: none"> (a) Captain Marcus Woodring - Port of Houston Authority - Chairman (b) Captain Mark Mitchem - Houston Pilots Association - Presiding Officer (c) Captain Gilbert Martinez - Houston Pilots Association (d) Captain Joe Hill - Maritime Industry (e) Pat Studdert - Maritime Industry (f) Captain Stephen Polk - At Large (g) Sarah Kay Janes - At Large

Category:

Pilot Matters

Department:

Pilot Administration

Staff Contact:

Erik Eriksson

Background:

Prior authorizing Pilot Board Action: Minute No. 2016-1213-04

Pursuant to the Rules and Regulations Governing Pilots and Pilotage on the Houston Ship Channel between the Galveston Bar and the Turning Basin Houston, Texas (Rules), adopted August 25, 1993 by Minute No. 1881, amended by Minute No. 2007-1030-66, Minute No. 2010-0323-23, and Minute No. 2013-0723-08, the ARC reviews applications for pilot commissions, deputy pilot certificates, and pilot pool qualification, and makes recommendations whether each applicant meets the qualifications for a pilot. The Rules provide that the ARC is appointed annually by the Chairman of the Pilot Board, with the appointees subject to approval by the Pilot Board. The Rules provide that the ARC shall be composed of voting members from the Houston Pilots Association, the Port of Houston maritime industry, the Harris County community at large, and the Port of Houston Authority, and chaired by a Port of Houston Authority voting member.

Staff Evaluation/Justification:

Pursuant to the Rules, the Chairman of the Pilot Board appoints, subject to approval by the Pilot Board, the following as members of the ARC:

Captain Marcus Woodring - Port of Houston Authority - Chairman
 Captain Mark Mitchem - Houston Pilots Association - Presiding Officer
 Captain Gilbert Martinez - Houston Pilots Association
 Captain Joe Hill - Maritime Industry
 Pat Studdert - Maritime Industry
 Captain Stephen Polk - At Large
 Sarah Kay Janes - At Large

The Secretary of the Pilot Board requests that the Pilot Board approve each ARC member appointee, to serve for the calendar year 2018 and thereafter until a replacement is named.

F. PILOT MATTERS

Subject **3. Recommendation for renewal of Branch Pilot Commission for the Houston Ship Channel and Galveston Bar: Captain Michael J. Newingham.**

Meeting Dec 12, 2017 - BOARD OF PILOT COMMISSIONERS FOR HARRIS COUNTY PORTS

Access Public

Type Action

Recommended Action The Board of Pilot Commissioners for Harris County Ports (the Pilot Board), at its December 12, 2017 meeting, recommend to the governor the commission renewal of Captain Michael J. Newingham as Branch Pilot for the Houston Ship Channel and Galveston Bar for a four-year term effective February 23, 2018, and further authorize the Secretary of the Pilot Board to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.

Category:
Pilot Matters

Department:
Pilot Administration

Staff Contact:
Erik Eriksson

Background:
The Application Review Committee (ARC) of the Pilot Board considers whether applicants meet the statutory and regulatory requirements for pilots on the Houston Ship Channel and Galveston Bar. Among other things, applicants undergo a physical examination to determine if an applicant is in good mental and physical health in order to perform the duties of pilotage on the Houston Ship Channel and Galveston Bar, and an investigation including a criminal background check and the applicant's accident history is conducted.

Staff Evaluation/Justification:
Captain Michael J. Newingham has applied for commission renewal as Branch Pilot for the Houston Ship Channel and Galveston Bar. The application included proof of continued education training in Incident Management for Pilots, Collision Regulations for Pilots (COLREGS-P), Fatigue, Sleep & Medication (FMS) Course, Manned Model Shiphandling, Legal Aspects of Piloting, Restricted Visibility Navigation for Pilots, Error Detection & Use of Advanced Radar Techniques in Restricted waters, Radar Observer (Recertification), Raven Electronic Navigation Systems Training, and a letter on his behalf from the Houston Pilots with evidence of his ability to enter into a faithful performance bond in the amount of \$25,000 payable to the governor.

After an assessment of his qualifications and the documents filed with his application, the ARC determined that Captain Michael J. Newingham meets the requirements of Chapter 66 of the Texas Transportation Code, Houston Pilots Licensing and Regulatory Act, Section 66.041, and the Rules and Regulations Governing Pilots and Pilotage on the Houston Ship Channel and Galveston Bar.

Accordingly, the ARC respectfully submits to the Pilot Board the application of Captain Michael J. Newingham for commission renewal as Branch Pilot for the Houston Ship Channel and Galveston Bar. Such commission is for a four-year term.

F. PILOT MATTERS

Subject 4. Recommendation for renewal of Branch Pilot Commission for the Houston Ship Channel and Galveston Bar: Captain Monte B. Warren.

Meeting Dec 12, 2017 - BOARD OF PILOT COMMISSIONERS FOR HARRIS COUNTY PORTS

Access Public

Type Action

Recommended Action The Board of Pilot Commissioners for Harris County Ports (the Pilot Board), at its December 12, 2017 meeting, recommend to the governor the commission renewal of Captain Monte B. Warren as Branch Pilot for the Houston Ship Channel and Galveston Bar for a four-year term effective February 9, 2018, and further authorize the Secretary of the Pilot Board to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.

Category:
Pilot Matters

Department:
Pilot Administration

Staff Contact:
Erik Eriksson

Background:

The Application Review Committee (ARC) of the Pilot Board considers whether applicants meet the statutory and regulatory requirements for pilots on the Houston Ship Channel and Galveston Bar. Among other things, applicants undergo a physical examination to determine if an applicant is in good mental and physical health in order to perform the duties of pilotage on the Houston Ship Channel and Galveston Bar, and an investigation including a criminal background check and the applicant's accident history is conducted.

Staff Evaluation/Justification:

Captain Monte B. Warren has applied for commission renewal as Branch Pilot for the Houston Ship Channel and Galveston Bar. The application included proof of continued education training in Incident Management for Pilots, Bayport Flare Turn Using Manned Model, Radar Observer (Recertification), Manned Model Shiphandling, Legal Aspects of Piloting, Bridge Resource Management for Pilots (BRM-P), Raven Electronic Navigation Systems Training, and a letter on his behalf from the Houston Pilots with evidence of his ability to enter into a faithful performance bond in the amount of \$25,000 payable to the governor.

After an assessment of his qualifications and the documents filed with his application, the ARC determined that Captain Monte B. Warren meets the requirements of Chapter 66 of the Texas Transportation Code, Houston Pilots Licensing and Regulatory Act, Section 66.041, and the Rules and Regulations Governing Pilots and Pilotage on the Houston Ship Channel and Galveston Bar.

Accordingly, the ARC respectfully submits to the Pilot Board the application of Captain Monte B. Warren for commission renewal as Branch Pilot for the Houston Ship Channel and Galveston Bar. Such commission is for a four-year term.

F. PILOT MATTERS

Subject	5. Recommendation for original Branch Pilot Commission for the Houston Ship Channel and Galveston Bar: Captain Brandon M. Bass.
Meeting	Dec 12, 2017 - BOARD OF PILOT COMMISSIONERS FOR HARRIS COUNTY PORTS
Access	Public
Type	Action
Recommended Action	The Board of Pilot Commissioners for Harris County Ports (the Pilot Board), at its December 12, 2017 meeting, recommend to the governor the commission of Captain Brandon M. Bass as Branch Pilot for the Houston Ship Channel and Galveston Bar for a four-year term effective February 27, 2018, and further authorize the Secretary of the Pilot Board to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.

Category:
Pilot Matters

Department:
Pilot Administration

Staff Contact:
Erik Eriksson

Background:

The Application Review Committee (ARC) of the Pilot Board considers whether applicants meet the statutory and regulatory requirements for pilots on the Houston Ship Channel and Galveston Bar. Among other things, applicants undergo a physical examination to determine if an applicant is in good mental and physical health in order to perform the duties of pilotage on the Houston Ship Channel and Galveston Bar, and an investigation including a criminal background check and the applicant's accident history is conducted.

Staff Evaluation/Justification:

Captain Brandon M. Bass has applied for commission as Branch Pilot for the Houston Ship Channel and Galveston Bar. The application included proof of continued education training in Radar Observer (Recertification), Manned Model Shiphandling, Bayport Flare Turn Using Manned Model, Automatic Radar Plotting Aids (ARPA), Legal Aspects of Piloting, Bridge Resource Management for Pilots (BRM-P), Restricted Visibility Navigation for Pilots, Fatigue, Sleep & Medication Course (FMS), and a letter on his behalf from the Houston Pilots with evidence of his ability to enter into a faithful performance bond in the amount of \$25,000 payable to the governor.

After an assessment of his qualifications and the documents filed with his application, the ARC determined that Captain Brandon M. Bass meets the requirements of Chapter 66 of the Texas Transportation Code, Houston Pilots Licensing and Regulatory Act, Section 66.033, and the Rules and Regulations Governing Pilots and Pilotage on the Houston Ship Channel and Galveston Bar.

Accordingly, the ARC respectfully submits to the Pilot Board the application of Captain Brandon M. Bass for commission as Branch Pilot for the Houston Ship Channel and Galveston Bar. Such commission is for a four-year term.

F. PILOT MATTERS

Subject	6. Recommendation for original Branch Pilot Commission for the Houston Ship Channel and Galveston Bar: Captain Darren W. Collins.
Meeting	Dec 12, 2017 - BOARD OF PILOT COMMISSIONERS FOR HARRIS COUNTY PORTS
Access	Public
Type	Action
Recommended Action	The Board of Pilot Commissioners for Harris County Ports (the Pilot Board), at its December 12, 2017 meeting, recommend to the governor the commission of Captain Darren W. Collins as Branch Pilot for the Houston Ship Channel and Galveston Bar for a four-year term effective February 23, 2018, and further authorize the Secretary of the Pilot Board to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.

Category:
Pilot Matters

Department:
Pilot Administration

Staff Contact:
Erik Eriksson

Background:

The Application Review Committee (ARC) of the Pilot Board considers whether applicants meet the statutory and regulatory requirements for pilots on the Houston Ship Channel and Galveston Bar. Among other things, applicants undergo a physical examination to determine if an applicant is in good mental and physical health in order to perform the duties of pilotage on the Houston Ship Channel and Galveston Bar, and an investigation including a criminal background check and the applicant's accident history is conducted.

Staff Evaluation/Justification:

Captain Darren W. Collins has applied for commission as Branch Pilot for the Houston Ship Channel and Galveston Bar. The application included proof of continued education training in Manned Model Shiphandling, Bayport Flare Turn Using Manned Model, Legal Aspects of Piloting, Bridge Resource Management for Pilots (BRM-P), Restricted Visibility Navigation for Pilots, Fatigue, Sleep & Medication Course (FMS), and a letter on his behalf from the Houston Pilots with evidence of his ability to enter into a faithful performance bond in the amount of \$25,000 payable to the governor.

After an assessment of his qualifications and the documents filed with his application, the ARC determined that Captain Darren W. Collins meets the requirements of Chapter 66 of the Texas Transportation Code, Houston Pilots Licensing and Regulatory Act, Section 66.033, and the Rules and Regulations Governing Pilots and Pilotage on the Houston Ship Channel and Galveston Bar.

Accordingly, the ARC respectfully submits to the Pilot Board the application of Captain Darren W. Collins for commission as Branch Pilot for the Houston Ship Channel and Galveston Bar. Such commission is for a four-year term.

F. PILOT MATTERS

Subject	7. Recommendation for original Branch Pilot Commission for the Houston Ship Channel and Galveston Bar: Captain William M. Kern.
Meeting	Dec 12, 2017 - BOARD OF PILOT COMMISSIONERS FOR HARRIS COUNTY PORTS
Access	Public
Type	Action
Recommended Action	The Board of Pilot Commissioners for Harris County Ports (the Pilot Board), at its December 12, 2017 meeting, recommend to the governor the commission of Captain William M. Kern as Branch Pilot for the Houston Ship Channel and Galveston Bar for a four-year term effective February 22, 2018, and further authorize the Secretary of the Pilot Board to do any and all things in his opinion reasonable or necessary to give effect to the foregoing.

Category:
Pilot Matters

Department:
Pilot Administration

Staff Contact:
Erik Eriksson

Background:

The Application Review Committee (ARC) of the Pilot Board considers whether applicants meet the statutory and regulatory requirements for pilots on the Houston Ship Channel and Galveston Bar. Among other things, applicants undergo a physical examination to determine if an applicant is in good mental and physical health in order to perform the duties of pilotage on the Houston Ship Channel and Galveston Bar, and an investigation including a criminal background check and the applicant's accident history is conducted.

Staff Evaluation/Justification:

Captain William M. Kern has applied for commission as Branch Pilot for the Houston Ship Channel and Galveston Bar. The application included proof of continued education training in Manned Model Shiphandling, Bayport Flare Turn Using Manned Model, Radar Observer (Recertification), Automatic Radar Plotting Aids (ARPA), Legal Aspects of Piloting, Bridge Resource Management for Pilots (BRM-P), Restricted Visibility Navigation for Pilots, Fatigue, Sleep & Medication Course (FMS), and a letter on his behalf from the Houston Pilots with evidence of his ability to enter into a faithful performance bond in the amount of \$25,000 payable to the governor.

After an assessment of his qualifications and the documents filed with his application, the ARC determined that Captain William M. Kern meets the requirements of Chapter 66 of the Texas Transportation Code, Houston Pilots Licensing and Regulatory Act, Section 66.033, and the Rules and Regulations Governing Pilots and Pilotage on the Houston Ship Channel and Galveston Bar.

Accordingly, the ARC respectfully submits to the Pilot Board the application of Captain William M. Kern for commission as Branch Pilot for the Houston Ship Channel and Galveston Bar. Such commission is for a four-year term.