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

December 12, 2018

<i>Minute No.</i>	<i>Event/Action</i>
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	Chairman Longoria convened the meeting of the Board of Pilot Commissioners
	Minutes
(PB-2018-1212-01)	Approve the Minutes of the Board of Pilot Commissioners Meeting – October 30, 2018
	Staff Reports
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(PB-2018-1212-03)(c)	Chairman Longoria asked if anyone else would like to address the Pilot Board; an attendee who had signed up to speak passed
	Pilot Matters
(PB-2018-1212-04)	Appointment of Pilot Board Application Review Committee (ARC) Members
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<i>Minute No.</i>	<i>Event/Action</i>
(PB-2018-1212-06)	Recommendation for renewal of Branch Pilot Commission for the Houston Ship Channel and Galveston Bar: Captain Kent D. Barton
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(PB-2018-1212-08)	Recommendation for original Branch Pilot Commission for the Houston Ship Channel and Galveston Bar: Captain Adam W. Shuptar

Adjourn Meeting

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

**Houston, Texas
December 12, 2018**

A public meeting of the Board of Pilot Commissioners for Harris County Ports (the "Pilot Board") was convened on December 12, 2018 at 10:40 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:

Janiece Longoria, Chairman
Theldon R. Branch, III, Commissioner
Dean E. Corgey, Commissioner
Stephen H. DonCarlos, Commissioner
Clyde E. Fitzgerald, Commissioner
John D. Kennedy, Commissioner
Roy D. Mease, Commissioner
Roger Guenther, Executive Director
Erik Eriksson, Secretary and General Counsel
J. Kent Friedman, outside counsel

Chairman Longoria convened the meeting of the Pilot Board.

(2018-1212-01) Minutes

Chairman Longoria called for a motion to approve the minutes of the October 30, 2018 Port Commission meeting. Commissioner Mease moved for approval, seconded by Commissioner Branch. The minutes were approved as written.

(2018-1212-02) Staff Reports

Mr. Eriksson reported on activity of the "working group" that the Pilot Board directed to be formed at its meeting of October 30, 2018.

Mr. Eriksson first provided a brief background for those in attendance, advising that with the completion of the improvements to the Bayport Flare, vessels over 1,100 feet had begun to arrive at the Port of Houston: four had arrived to date, with one more expected in the near future. Due to the arrival of the larger vessels, some pilot protocols, including several that were already in place, had begun to affect ship traffic.

More specifically, the one that limits vessels over 1,100 feet in length to daylight and one-way transit has been the main subject under consideration by the working group. Mr. Eriksson noted that the daylight one-way traffic limitation began from where the channel narrows at the Intercoastal Waterway, or more specifically from Buoy 18, to the Bayport Terminal.

Mr. Eriksson recalled that at the meeting on October 30, several liquid bulk industry representatives, calling themselves the “Coalition for a Fair and Open Port,” suggested that vessels over 1,100 feet in length be barred from arrival because of the impact on their vessel traffic. Later during that meeting, Chairman Longoria directed staff to convene a working group to consider whether there were other measures that could be taken to address this change in the traffic patterns in the Houston Ship Channel. The group has now met three times, would be meeting again that coming Friday, and would continue to meet over the next year, since all agreed this dialog, whether with that group or other membership, was a good idea for the workings of the ship channel.

Mr. Eriksson reported that the group was not yet aligned but that he would attempt to fairly report the differing points of view. Based on what the Pilots have communicated and the various measures they can take, it appears (with a dissent from the liquid bulk members) that if vessels larger than 1,100 feet were limited to one transit a day there would be no material ship channel delay. “Material” meant roughly 30 minutes or a little more for vessels departing at the same time from Morgan’s Point to Lynchburg, meaning those vessels might experience 30 minutes to an hour delay during a transit.

Mr. Eriksson commented that the dissents were two-fold. The container industry representatives did not believe that a limitation of one transit a day was fair to them; on the other hand, a liquid bulk industry representative questioned how many one-a-day transits should be allowed in a week. Accordingly, this remains an issue that was under discussion. He added that the good news was that one transit a day had minimal impact on ship channel traffic and was at the center of the discussions.

Mr. Eriksson announced that the Pilots had graciously agreed to add additional pilots on transits, to permit them to gain more familiarity with the handling characteristics of these large vessels and the interaction of those vessels with other ships and tows, all of which had to be considered. In addition, while currently the Pilots ask for a four-hour arrival notice, to allow for the coordination that must occur with these larger vessels it made sense to go back to an eight-hour arrival notice. In addition to providing the Pilots more time to coordinate the moves that have to be done, it would also help with the limitations of tow availability. All these actions were considered short-term measures.

Mr. Eriksson observed that under this potential short-term solution, because the Pilots would be able to gain experience handling these large vessels, the Pilots have said in the mid-term they would evaluate the possibility of allowing two-way traffic between those 1,100 foot vessels and vessels of up to 500 feet in length. “Mid-term” is likely to be after 50 transits, but it was unknown how long that would take, because vessel calls are subject to coordination and scheduling. To recap, the estimate was that after 50 transits, the Pilots would be able to evaluate whether two-way traffic, interacting with vessels less

than 500 feet, would be possible; after another 50 vessels, assuming that happened, the Pilots would be able to evaluate whether further easing was possible.

Mr. Eriksson remarked that the Pilots had been doing this for a hundred years, and had been doing a wonderful job, the ship channel had a stellar reputation, and they have had to confront similar issues over that history. Looking back, both vessel size and channel size had increased through the years.

Moving on to the long-term solution, Mr. Eriksson noted the Dredge Task Force had met and was resolute for all to work together to widen the channel as soon as possible.

In conclusion, Mr. Eriksson stated that the group will continue to meet in an effort to reach an agreement. He added that all the participants have agreed that if there was going to be “pain” or limitations imposed, it should be in a way that did not favor one group over the other.

Chairman Longoria thanked Mr. Eriksson for the report.

(PB-2018-1212-03) Appearances

(a) Chairman Longoria introduced John Rutherford, Executive Director of Coalition for a Fair and Open Port, who addressed the Pilot Board.

Mr. Rutherford thanked the Pilot Board for allowing him to speak on behalf of the Coalition and expressed its desire to ensure that two-way traffic within the Port of Houston was maintained. Mr. Rutherford provided a brief overview of the situation, including the energy industry’s expected impact on the Port of Houston over the next few years, the results of the Coalition’s consultant’s simulation model, and a proposed solution.

Mr. Rutherford stated that the model identified two important points: (i) with two-way traffic and without any large container ships, the Port of Houston had the capability to handle the expected increase in industry export activity, and (ii) more large container ships a week entering and leaving the Port of Houston will likely choke off energy export growth. He provided copies of a report for further review.

Mr. Rutherford continued by noting that late this summer the Port Authority began “allowing” large container ships into the ship channel for the first time, and that they were so large that traffic was forced to be one way. Without two-way traffic, the amount of economic activity in the Port of Houston was cut in half, which restricts economic and job growth in local communities and likely the state. He added that a growing number of customers of the Port of Houston, major industrial and energy sector employers in our area, had organized as the Coalition and were asking the Port Authority to adopt a policy that

would allow new large ships to arrive but with minimal disruption to two-way traffic. He suggested that the Coalition's proposal to ensure practical two-way traffic could be unilaterally approved and implemented by the Port Authority immediately and come at no expense. He noted that the solution had been developed in collaboration with the Pilots, the working group, and the Coalition.

Mr. Rutherford presented the proposal, that (i) no more than one large container ship may enter the Houston Ship Channel in a given week and (ii) very large container ships be limited to one transit per day; they must be able to turn around at the container terminals. He commented that unlike other major United States ports, over 90% of the Port of Houston's activity is in industrial and energy products and less than 10% was in container goods. Mr. Rutherford pointed to the investments of industry and the energy sectors as the primary reason the Port of Houston has become an energy port, having invested of hundreds of billions of dollars in infrastructure in the surrounding Houston area.

Mr. Rutherford commented that the recent shale revolution was an economic and jobs-growth opportunity for all in Texas. A substantial portion of the shale growth was heading to the Houston area as shale hydrocarbons, which needed to be stored, processed, and upgraded to petrochemicals and other products, utilizing our local infrastructure and/or exported via the Port of Houston. More industrial and energy activity and jobs beget more activity and jobs of all kinds; this in turn meant more demand for imports. To handle all this increase and activity, the port must always remain capable of operating at full capacity, which means ensuring that practical two-way traffic was maintained now.

Mr. Rutherford expressed the importance that the Port Authority make sure that all its customers know well in advance that it is committed to doing whatever it takes to ensure the port is open and fair before their customers have to commit to making significant capital investments. For decades the economy and jobs in and around the port and communities have thrived and grown on practical two-way traffic using two-way vessels. In closing, Mr. Rutherford requested that the urgency of this situation be recognized, and consideration of the proposed resolution be expedited.

Chairman Longoria thanked Mr. Rutherford.

(b) Chairman Longoria introduced Capt. Mark Mitchem, Presiding Officer, Houston Pilots Association, who addressed the Pilot Board

Capt. Mitchem thanked Chairman Longoria on behalf of the Pilots for her visionary leadership and all the time and hard work she had put in for all these years. He also thanked all the commissioners.

Capt. Mitchem presented the Houston Pilot Association's 2019 Pilot Tariff, the only change being an increase of \$14 per move to the transportation charge for fuel costs. A copy was given to Mr. Eriksson and would also be posted on the Pilot's website and sent out to industry.

Chairman Longoria thanked Capt. Mitchem.

(c) Chairman Longoria asked if anyone else would like to address the Pilot Board; an attendee who had signed up to speak passed.

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

(PB-2018-1212-04) RPBA F1 was presented, moved by Commissioner Kennedy for approval, seconded by Commissioner Branch. Chairman Longoria, and Commissioners Branch, Corgey, DonCarlos, Fitzgerald, Kennedy, and Mease voted Aye. Nays none. RPBA F1 PASSED.

(PB-2018-1212-05) RPBA F2 was presented, moved by Commissioner Corgey for approval, seconded by Commissioner Fitzgerald. Chairman Longoria, and Commissioners Branch, Corgey, DonCarlos, Fitzgerald, Kennedy, and Mease voted Aye. Nays none. RPBA F2 PASSED.

(PB-2018-1212-06) RPBA F3 was presented, moved by Commissioner Mease for approval, seconded by Commissioner Fitzgerald. Chairman Longoria, and Commissioners Branch, Corgey, DonCarlos, Fitzgerald, Kennedy, and Mease voted Aye. Nays none. RPBA F3 PASSED.

(PB-2018-1212-07) RPBA F4 was presented, moved by Commissioner Corgey, seconded by Commissioner Mease. Chairman Longoria, and Commissioners Branch, Corgey, DonCarlos, Fitzgerald, and Kennedy voted Aye. Nays none. RPBA F4 PASSED.

(PB-2018-1212-08) RPBA F5 was presented, moved by Commissioner Branch, seconded by Commissioner Fitzgerald. Chairman Longoria, and Commissioners Branch, Corgey, DonCarlos, Fitzgerald, and Kennedy voted Aye. Nays none. RPBA F5 PASSED.

At 10:57 a.m., Chairman Longoria adjourned the Pilot Board meeting.

The above is a correct copy of the Minutes of the December 12, 2018 meeting of the Pilot Board of the Port of Houston Authority.



Janiece Longoria, Chairman



Erik A. Eriksson, Secretary

F. PILOT MATTERS

Subject	1. Appointment of Pilot Board Application Review Committee (ARC) Members.
Meeting	Dec 12, 2018 - 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, 2018 meeting, approve the appointment of the following nominees to the Pilot Board Application Review Committee for the calendar year 2019 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 (h) Captain M. Tyler Gavis - Port of Houston Authority - Vice Chairman (Non - Voting Member)

Category:
Pilot Matters

Department:
Pilot Administration

Staff Contact:
Erik Eriksson

Background:
Prior authorizing Pilot Board Action: Minute No. 2017-1212-05

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
- Captain M. Tyler Gavis - Port of Houston Authority - Vice Chairman (Non - Voting Member)

The Secretary of the Pilot Board requests that the Pilot Board approve each ARC member appointee, to serve for the calendar year 2019 and thereafter until a replacement is named.

F. PILOT MATTERS

Subject	2. Appointment of Pilot Board Investigation and Recommendation Committee (PBIRC) Members.
Meeting	Dec 12, 2018 - 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, 2018 meeting, approve the appointment of the following nominees to the Pilot Board Investigation Recommendation Committee for the calendar year 2019 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. 2017-1212-04

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 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 2019 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 Kent D. Barton.
Meeting	Dec 12, 2018 - 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, 2018 meeting, recommend to the governor the commission renewal of Captain Kent D. Barton as Branch Pilot for the Houston Ship Channel and Galveston Bar for a four-year term effective March 25, 2019, 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 Kent D. Barton 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 Collision Regulations for Pilots (COLREG), Radar Observer (Recertification), PPU Electronic Navigation Systems Training, Bayport Flare Turn Using Manned Model, Legal Aspects of Piloting, Incident Management for Pilots, Fatigue Management for Pilots, Azimuthing Electric Propulsion Drive (AZIPOD), 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 Kent D. Barton 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 Kent D. Barton 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 Stephen B. Jewell.
Meeting	Dec 12, 2018 - 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, 2018 meeting, recommend to the governor the commission renewal of Captain Stephen B. Jewell as Branch Pilot for the Houston Ship Channel and Galveston Bar for a four-year term effective March 27, 2019, 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 Stephen B. Jewell 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 Legal Aspects of Piloting, Manned Model Shiphandling, Fatigue Management for Pilots, Raven Electronic Navigation Systems, Automatic Identification Systems (AIS), Radar Observer (Recertification), Bridge Resource Management for Pilots (BRM-P), Incident Management for Pilots, Collision Regulations (COLREG) for Pilots, Restricted Visibility Navigation for Pilots, Bayport Flare Turn Using Manned Model, Azimuthing Electric Propulsion Drive (AZIPOD), 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 Stephen B. Jewell 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 Stephen B. Jewell 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 Adam W. Shuptar.**

Meeting Dec 12, 2018 - 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, 2018 meeting, recommend to the governor the original commission of Captain Adam W. Shuptar as Branch Pilot for the Houston Ship Channel and Galveston Bar for a four-year term effective March 9, 2019, 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 Adam W. Shuptar has applied for original 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 Turn Using Manned Model, PPU Electronic Navigation System Training, Restricted Visibility Navigation for Pilots, Fatigue Management for Pilots, Bridge Resource Management for Pilots (BRM-P), Tractor Tug Operations Training, Legal Aspects of Piloting, 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 Adam W. Shuptar 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 Adam W. Shuptar for original commission as Branch Pilot for the Houston Ship Channel and Galveston Bar. Such commission is for a four-year term.