

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

**December 13, 2022**

A meeting of the Pilot Board Application Review Committee (the “ARC”) convened on Tuesday, December 13, 2022, at noon at the Office of the Houston Pilot Board (203 Ivy Avenue, Deer Park, TX. 77536) and via phone conference. The following members and staff were present:

Captain Stephen Polk – Chairman (via telephone)  
Captain Clint Winegar  
Captain Gilbert Martinez  
Sarah (Sallie Kay) Jones, Ph.D  
Jaquie Young (via telephone)  
Captain Joe Hill (via proxy vote)  
Pat Studdert (via proxy vote)

**A. Minutes**

Captain Martinez moved for approval of the ARC Meeting Minutes on October 11, 2022, seconded by Jaquie Young. Captain Polk voted Aye. Nays none. Motion APPROVED.

**B. Branch Pilot**

1) Recommendation for Deputy Branch Pilot Certificate after meeting full requirements as a Deputy Branch Pilot for the Houston Ship Channel and Galveston Bar: Captain Nicholas K. Gasper

The ARC reviewed Captain Gasper’s application file. Captain Polk asked for a motion to recommend initial certificate; the motion was brought by Sallie Kay Janes, seconded by Jacquie Young. All Ayes. Nays none. Motion APPROVED.

2) Recommendation for Deputy Branch Pilot Certificate after meeting full requirements as a Deputy Branch Pilot for the Houston Ship Channel and Galveston Bar: Captain Stephen D. Harris

The ARC reviewed Captain Harris’ application file. Captain Polk asked for a motion to recommend initial certificate; the motion was brought by Captain Polk, seconded by Captain Winegar. All Ayes. Nays none. Motion APPROVED.

3) Recommendation for Deputy Branch Pilot Certificate after meeting full requirements as a Deputy Branch Pilot for the Houston Ship Channel and Galveston Bar: Captain Thomas M. Lisante II

The ARC reviewed Captain Lisante’s application file. Captain Polk asked for a motion to recommend initial certificate; the motion was brought by Sallie Kay Janes, seconded by Captain Martinez. All Ayes. Nays none. Motion APPROVED.

4) Recommendation for Deputy Branch Pilot Certificate after meeting full requirements as a Deputy Branch Pilot for the Houston Ship Channel and Galveston Bar: Captain Matthew J. Truss

The ARC reviewed Captain Gasper’s application file. Captain Polk asked for a motion to recommend initial certificate; the motion was brought by Sallie Kay Janes, seconded by Captain Polk All Ayes. Nays none. Motion APPROVED.

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**C. Pilot Pool**

1) Approve qualified to enter Houston Pilot Pool: Alexander J. Coviello

The ARC reviewed Mr. Coviello's application file. Captain Polk asked for a motion to recommend entry into the Houston Pilot Pool; the motion was brought by Captain Martinez, seconded by Sallie Kay Janes. All Ayes. Nays none. Motion APPROVED.

Adjourned the ARC Meeting. Next requested ARC Meeting, February 14, 2023.

The above is a correct copy of the ARC Meeting Minutes on December 13, 2022.

  
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Captain Stephen Polk – Chairman