

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

**Houston, Texas  
February 11, 2021**

A public meeting of the Board of Pilot Commissioners for Harris County Ports (the “Pilot Board”) was convened on February 11, 2021 at 2:05 p.m. at the offices of the Houston Pilot Board, 203 Ivy Avenue, Deer Park, Texas 77536, as well as virtually via Zoom webinar. The following commissioners and others were present:

Captain Reginald McKamie, Chairman  
Michel Bechtel, Commissioner  
Frances Castañeda Dyess, Commissioner (present virtually)  
Roland Garcia, Commissioner (present virtually)  
Brad Hance, Commissioner  
Darrell Morrison, Commissioner  
Captain M. Tyler Gavis – Executive Director and Secretary  
Rachel de Cordova, General Counsel  
David McNeal, General Counsel  
Captain David Foret Jr., Chairman, Pilot Board Investigation and Recommendation Committee (PBIRC)  
Captain Stephen Polk, Chairman, Pilot Board Application Review Committee (ARC)

Chairman McKamie convened the meeting of the Pilot Board by asking Captain Gavis to call roll. Captain Gavis called the roll and noted that all were present with the exception of Commissioner Garcia, who was having issues joining virtually, and Commissioner Oakley, who was currently traveling. Ms. de Cordova noted that the Pilot Board had established a quorum. Chairman McKamie welcomed everyone and recognized Captain James Baker, who served the Port of Houston for many years, had passed away. He then summarized the meeting agenda, and stated that the meeting would focus on governance, policy, and administrative matters.

(PB-2021-0211-01) Resolutions

Chairman McKamie moved to Item B-2 on the agenda, “Resolution of the Pilot Board in honor of Captain James Baker.” He read the resolution and called for a motion to approve the resolution, moved by Commissioner Bechtel, seconded by Commissioner Morrison. Chairman McKamie asked for all in favor to say aye. All were in favor. There were no negative votes. MOTION PASSED.

Captain Gavis alerted Chairman McKamie that Commissioner Garcia was attending via Facetime.

(PB-2021-0211-02) Minutes

Captain Gavis called for a motion to approve the minutes of the December 7, 2020 Pilot Board meeting. Commissioner Bechtel moved for approval, seconded by Commissioner Morrison. Chairman McKamie asked for all in favor to say aye. All were in favor. Commissioner Hance refrained from voting since he was not a Commissioner at the last meeting. There were no negative votes. MOTION PASSED.

Commissioner Bechtel added that the minutes were very complete. Ms. de Cordova alerted the Pilot Board that since Commissioner Garcia was attending via facetime, and did not have the ability to be broadcasted to all participants, his vote would not count while he was attending via facetime.

Commissioner Morrison requested that all Commissioners and Staff do a quick introduction, and all Commissioners and staff proceeded to introduce themselves. Captain Gavis then alerted the Pilot Board that Commissioner Garcia was now in attendance via Zoom. Commissioner Garcia proceeded to address the Pilot Board on Zoom.

(PB-2021-0211-03) Appearances

(a) Captain Thompson, Presiding Officer, Houston Pilots, addressed the Pilot Board. He stated he missed hosting the Pilot Board, but that it was nice to see the Pilot Board's new home, and he looked forward to many more meetings here. Captain Thompson then added that the Houston Pilots currently have 81 Branch Pilots, and 15 Deputy Pilots, 7 of which will become Branch Pilots this year. Captain Thompson updated the Pilot Board that in the 4<sup>th</sup> quarter of 2020 there were 4,571 transits, which was down only about 12.3 %. He further said the year total for 2020 was 18,149 transits, which was down only 4.3 %. Captain Thompson passed along that COVID didn't hit them too hard last year, and that LPG was up about 23.9 % and containers were up 8.8 %. Captain Thompson added that he looks forward to that continuing this year.

Captain Thompson then stated that they are in fog season, of which late January had 4 days of heavy fog. He added they are also experiencing a couple days of fog now. Captain Thompson proclaimed fog is a very large risk for the pilots, but added he felt using their experience and training they can safely move vessels. Captain Thompson then stated he believes that they have a well-designed program of how to operate in fog. Commissioner Morrison asked if the fog slowed their start times. Captain Thompson replied when it's totally zero they shut down the channel. Commissioner Morrison asked how many zero days they have had, and Captain Thompson replied last year they may have had 15 to 18 days. Captain Thompson also added that he was thankful that they did not have it as bad as some other ports. He then stated they have a good program on restarting from fog, and that personnel on the pilot boat keep an eye on visibility. He then added that they have camera feeds shared with the Coast Guard that help them monitor visibility on the channel, and access to a proprietary fog forecast program.

Captain Thompson then informed the Pilot Board that they previously started up with two-way traffic, but now do one-way sailings from the top of the channel out for safety. He then added that they sail them slow and steady, highlighting that safety is their utmost concern. He thanked Chairman McKamie for his work to get the Houston Pilots vaccinated and concluded by stating he would like to reserve comments on the subcommittees on the agenda until after he hears what they entail.

Chairman McKamie stated they would encourage comments and would like to develop these committees with chairs and include all stakeholders. Chairman McKamie added he would like to look at all different issues and have organization so that one pony doesn't stop the show.

Chairman McKamie sought public comment, but there was none.

(b) There were no public comments.

(PB-2021-0221-04) Staff Reports

(a) Chairman McKamie recognized Captain Foret to introduce himself and provide an update on the PBIRC.

Captain David Foret Jr. introduced himself to the Pilot Board by stating that he has been in the industry for 43 years, a licensed master for 40 years, and has a regulatory compliance and training firm that will celebrate 23 years this year. He added that he has been on the PBIRC for 20 years, and that is the first place he met Chairman McKamie. Captain Foret added that he chairs the Lone Star Harbor Safety Committee and has chaired the Navigation Operations subcommittee for the last 20 years. In addition, he stated that he has served on the PBIRC from a brownwater perspective. He then reported that he and Captain Gavis met with the USCG Sector Houston - Galveston investigations team and are working to hold the same meeting with the MSU Texas City team. Captain Foret added that they are working to build relationships, and are also are working to fill the vacancies on the PBIRC. Captain Foret then updated the Pilot Board that there are 15 matters currently pending PBIRC review, and that towards the end of February, or beginning of March, they will work to hold a PBIRC subcommittee meeting. Captain Gavis stated that the PBIRC is in good hands with Captain Foret, and Chairman McKamie thanked Captain Foret.

(b) Chairman McKamie recognized Captain Polk to introduce himself and provide an update on the ARC.

Captain Polk introduced himself stating that he has 24 years of experience in the marine industry, and that he graduated from Texas A&M. He then stated that he has

experience on containerships, tankers, and MODUs, and has been with Seaman's Church Institute for 13 years. He then added that last month Captain Gavis, Larry Griffin with REC Houston, and he met with the Houston Pilots to ensure everyone is in alignment. He additionally stated that they plan to meet once or twice a year to be sure they are harmonized. Captain Polk then updated the Pilot Board that the ARC met on February 9th and reviewed 2 Branch Pilot renewal applications, 2 Branch Pilot original applications, and approved agenda items G1- G4. He then said he understood from Rachel de Cordova that there are some slight discrepancies, and he recommends that the ones that are good be approved today. Chairman McKamie thanked Captain Polk and stated he wanted the pool of applicants to reflect the diversity of the city. Chairman McKamie then added that he hopes that Captain Polk will work with the maritime academies and Pilot Board to work to let people know that there is availability for everybody in the community. Captain Polk said that the ARC would work with the pilots, and added that the pilots have outreaches every year with the community and that SCI will continue to host maritime high schools as they come through. Captain Gavis added that Captain Polk is the Director of the Seaman's Church Institute which is a prestigious local training facility.

(c) Chairman McKamie asked Captain Gavis to provide an update on the status of Pilot Board matters.

Captain Gavis stated it has been a tough transition to get everything up and running with the holidays, but he is happy to report that the office, and all of the support structure, is in a good place. He highlighted that the Pilot Board would continue to foster good relationships with the United States Coast Guard. He also added that many documents (physical and electronic) have made their way to the new Pilot Board office. He also added that many have not, and he will continue to work with Erik Eriksson and his team at Port Houston to obtain historical documents. Chairman McKamie and Commissioner Garcia both thanked Captain Gavis for the great job he has done, highlighting his promptness. Chairman Garcia and Captain Gavis then proceeded to thank all on the Transition Committee for their work during a difficult time.

Commissioner Bechtel asked Captain Gavis if the new Pilot Board office has enough room for the Pilot Board records. Captain Gavis stated that the new office has sufficient space for Pilot Board records, and added that Port Houston would like to hang onto old physical Pilot Board records in their RIM (Records Inventory Management). Captain Gavis said that the new office houses what he considers to be active files, and that Port Houston has historical files going back 50 years (of which the Pilot Board can access). Chairman McKamie added that the Board entered into an M.O.U. with Port Houston for information sharing.

(d) Chairman McKamie asked Ms. de Cordova to provide an update on the status of Pilot Board legal matters.

Ms. de Cordova stated that she is honored to serve the Pilot Board, and she will work hard to live up to everyone's expectations. She echoed Captain Gavis' comments that they are working to get up to speed and working to get documents from Erik Eriksson, who has been very forthcoming and helpful. She then added that the goal is to setup processes and procedures where much of the work that was previously done by Counsel at Port Houston be done by the Executive Director, with oversight from Counsel. She stated working this way would be much more cost effective. She then added that they are also working to have processes and procedures in place to meet requirements for onboarding Commissioners. She proceeded to remind the Commissioners of the mandatory Open Meetings Act training that must be completed within 90 days of their oath and added that they will also be looking at putting together a conflict of interest and disclosure statement. She then stated that on the Pilot Board you are disqualified from serving if you have a conflict of interest with your business, and added it is important to assess that at the beginning. Ms. de Cordova proceeded to inform the Pilot Board that they will be looking to update the Rules and Regulations to better reflect the current Pilot Board makeup. She lastly added that they have received their first Public Information Act request for pilot financials and again thanked Port Houston for their continued support.

Commissioner Bechtel asked if it would be ok to reach out directly to Counsel, and Chairman McKamie responded he believed that is fine but to be mindful of the costs associated with outside counsel. Chairman McKamie added that he wanted to be sure all Commissioners feel comfortable that they are properly carrying out their 11 duties, and proceeded to again thank everyone involved with the transition, as well as the Houston Pilot Association, for assisting in the transition.

(PB-2021-0211-05) Chairman McKamie emphasized he felt structure is necessary and wanted to make the recommendation to name Commissioner Garcia as the Vice-Chair to fill in in his place when necessary. Commissioner Garcia added that he would be honored to serve as Vice-Chair. Chairman McKamie moved to agenda item F-1, "Board Structure – Creation and Appointment of Board Officers." He called for a motion to designate Commissioner Garcia as Vice-Chair, moved by Commissioner Dyess, seconded by Commissioner Bechtel. Chairman McKamie asked for all in favor to say aye. All were in favor. There were no negative votes. MOTION PASSED.

(PB-2021-0211-06) Chairman McKamie then complimented Commissioner Dyess on her work in formulating the budget and sought to designate her as the Treasurer. He called for a motion to designate Commissioner Dyess as Treasurer, moved by Commissioner Morrison, seconded by Commissioner Garcia. Chairman McKamie asked

for all in favor to say aye. All were in favor. There were no negative votes. MOTION PASSED.

Chairman McKamie asked if any other Commissioners felt any additional positions should be created. Captain Gavis reminded the Pilot Board that he was designated the Secretary in January of 2020 and stated that was done to best align with the Rules and Regulations. He then added that could be changed if the Pilot Board felt it was necessary. Commissioner Morrison asked Ms. de Cordova if it was necessary that the positions be filled by Commissioners. Ms. de Cordova responded by saying in the past the Secretary was Erik Eriksson who was not a Commissioner.

Commissioner Bechtel recommended adding a term to the positions, and Ms. de Cordova responded that the terms would correspond with the appointments. She also added that the creation of by-laws could be one way to structure the Pilot Board. Chairman McKamie recommended that Counsel work on the by-laws and it be placed on the agenda for the next meeting. Chairman McKamie said that Captain Gavis should continue serving as Secretary for the time being, and Commissioner Bechtel added that he would be very comfortable with that.

(PB-2021-0211-07) Chairman McKamie moved onto agenda item F2, "Board Funding Options, including discussion and/or actions by the Pilot Board to support legislation codifying the Pilot Board's authority to assess fees." Chairman McKamie summarized the various issues relating to securing long term Pilot Board funding. He then proceeded to read a memo that he provided to the other Commissioners discussing the option of permanent user fee funding. The memo highlighted the Port of Houston being the largest mover of waterborne freight tonnage in the U.S. with nearly 285 million tons of cargo moved in 2019, roughly 47 million more tons than any other U.S. port. It additionally highlighted that the Port of Houston creates 1.35 million jobs in Texas and 3.2 million jobs nationwide, accounts for \$339 billion dollars of economic activity in Texas (20.6 % of Texas' total GDP) and \$801.9 billion of economic impact across the nation, and there is an average of 19,000 vessel movements per year within the Ports of Harris County.

Chairman McKamie then stated that the estimated budget for the Pilot Board general administrative and operation expenses is \$550,000. He emphasized that any interference in this important segment of the national supply chain would have a serious negative impact on the state and local economy. He again thanked the pilots for stepping up to the plate and committing to fund the Pilot Board during this transition. He proceeded to state that there are some issues with the current funding and that the Pilot Board needs to seek a more permanent funding source. Chairman McKamie then discussed the legislation in place in Orange County that allows the Pilot Board to assess a user fee for those that utilize pilot services. Chairman McKamie then read the 11 Pilot Board duties outlined in Texas Transportation Code Ch. 66, and stated that the Pilot Board must have

funding to carry out those duties. Chairman McKamie proceeded to add that he looked at many options for long term Pilot Board funding, but ultimately he feels that mirroring the language providing funding for the Orange County Pilot Board is the best option. Chairman McKamie then highlighted the need to secure long-term funding right now and proceeded to read the language of Texas Transportation Code Ch. 69.017 (c). Chairman McKamie then provided his thought of amending section d to state that the charges will be reasonable as determined by the Board, and explained why he thought particular numbers would be inefficient. Commissioner Garcia recommended that the language in number two be altered to say other expenses that are necessary and proper to enable the Board to effectively carryout the purposes and requirements of this chapter including but not limited to the processing of applications. Commissioner Garcia also recommended that on C1, where it states the actual costs the board considers fair and just in connection with hearings etc., be amended to include in connection with Board activities and hearings etc. Commissioner Garcia then went on to explain he felt these changes were necessary since the port is the largest by tonnage in the country and is only quickly growing. Commissioner Garcia added that he is concerned that the Board cannot foresee the future and does not want to improperly limit the Board.

Chairman McKamie stated that the legislature only meets every two years, and if we do not do this now we will have a serious financial crisis. Chairman McKamie went on to provide his thoughts of why creating a user fee would be the best method, and stated he doesn't believe a reasonable user fee would make the Port of Houston anti-competitive. Chairman McKamie then opened the floor for discussion, and Commissioner Bechtel enquired about the plan in proceeding forward with the legislation. Chairman McKamie responded that he would like Commissioner Bechtel to lead a legislative committee and proceeded to detail his thoughts on presenting the legislation. Chairman McKamie opened the floor for public comment on the Pilot Board seeking legislation.

Niels Aalund of West Gulf Maritime Association stated that he understands the need to have a nominal fee to cover the costs of the board's fees and expenditures and proceeded to enquire what process would be used to set this fee. Chairman McKamie replied that the Pilot Board would absolutely welcome public comment before imposing any fee. He stated that after the legislative authority was given there would be 10 months to hear public comment and go back and forth. Ms. de Cordova pointed out that legislation could give the Pilot Board the authority to take the next action, but that the Pilot Board would have to hold noticed public meetings allowing public comment prior to assessing any fees. Mr. Aalund reemphasized his concern to be sure that the users are given the opportunity to provide comment.

Chairman McKamie stated that introducing the legislation does not guarantee it will turn out a certain way and added he doesn't see any other way to fund the Pilot Board. Commissioner Bechtel asked Ms. de Cordova if the legislation can be written to allow the

Pilot Board to set the fee and then work with the channel users to set a reasonable specific fee. Ms. de Cordova responded that federal law would require that those fees be reasonable and be reasonably related to the service provided. She also added that as drafted, the Pilot Board could only assess fees against pilot users, and not against the pilots. Commissioner Bechtel added that the Orange County legislature puts a cap in place, and Chairman McKamie responded that he did not want to do that as the port will soon be deepening and widening the channel and he does not want to have to go back before the legislature.

Chairman McKamie again added he did not want to be anti-competitive and wanted to work to set the fee with the stakeholders. Ms. de Cordova alerted the Pilot Board that most Pilot Boards in Texas have operated in conjunction with the port and therefore do not have funding mechanisms in place. She then added that other states do have funding mechanisms in place and provided specific examples including: (Louisiana that places a surcharge on the pilot and pilot user, New Jersey that collects a surcharge not to exceed 3 % of the pilots fees, Florida that collects a surcharge not to exceed 2 % of pilot fees, San Francisco which has a surcharge on pilot fees, South Carolina that charges a registration fee to the pilots, Maryland which is partially state funded and charges the pilots a \$600 fee, and Oregon which charges the pilots a \$3,200 license fee and also charges industry a per vessel transit fee).

Due to limited time, Chairman McKamie believes it is best to mirror what was already passed in Orange County, and mirror it to reflect Harris County. He added that things could be changed later if needed. Chairman McKamie again emphasized that he is very concerned 12 months from now, and added that this has already been done in Orange County and he felt it can more easily get done. Commissioner Hance enquired as to why Orange County charges \$100,000 per year and does not designate it per vessel. He then asked what they charge per vessel. Captain Gavis replied that the Orange County Pilot Board charges \$45 per inbound vessel. Chairman McKamie then added that with Houston having a much larger volume of traffic the costs could be better spread out.

Chairman McKamie proceeded to mention that he would like the pilots to assist in collecting the fees, and added that he isn't sure that the Pilot Board has the authority to charge user fees as the statute is currently written. He added that prior Chairman Ric Campo believed such authority was given under section 66.016. Commissioner Garcia added that he would not concede that the Pilot Board does not have the authority to charge user fees as the statute is currently written. Commissioner Morrison stated that he likes the way the request would be presented to the legislators without a particular fee being assigned and enquired if there is a definition as to what a reasonable fee would be. He then stated that the Pilot Board would no doubt be reasonable, but he did not want to unnecessarily limit the Pilot Board. Ms. de Cordova added that there are many methods to determine what a reasonable fee would be, and that she thought it is best to have the language defined as a reasonable fee when it is presented to the legislation.

Commissioner Garcia added he thought it is best to not include the term reasonable in the language, as it is a given in the law anyway. Chairman McKamie reiterated he was not caught up on the word reasonable, and he simply wanted to work to get something done. Commissioner Bechtel further discussed the procedures associated with the legislation and added that receiving state funding is also an option. Chairman McKamie responded that from what he understands state funding in this environment is dead in the water. Chairman McKamie then proceeded to reiterate he felt this is the only thing that can be done right now.

(PB-2021-0211-08) Chairman McKamie called for a motion to create a legislative subcommittee, moved by Commissioner Dyess, seconded by Commissioner Hance. Chairman McKamie asked for all in favor to say aye. All were in favor. There were no negative votes. MOTION PASSED.

(PB-2021-0211-09) Chairman McKamie then called for a motion to name Commissioner Bechtel as chair of the legislative subcommittee, moved by Commissioner Morrison, seconded by Commissioner Hance. Chairman McKamie asked for all in favor to say aye. All were in favor. There were no negative votes. MOTION PASSED.

Chairman McKamie stated that he would be the one to type up the language and work with Commissioner Bechtel to introduce it to the legislators. Commissioner Bechtel added he thought the language should be introduced to Senator Alvarado or Senator Taylor.

(PB-2021-0211-10) Commissioner Garcia then moved to authorize the legislative committee to have the authority to wordsmith and present the proposed legislation to the legislature for passage of a bill this session, seconded by Commissioner Morrison. Chairman McKamie asked for all in favor to say aye. All were in favor. There were no negative votes. MOTION PASSED.

Chairman McKamie thanked the Pilot Board for giving the legislative committee the authority to move forward with the legislation and moved on to summarize the subcommittees he would like to form.

Chairman McKamie began by explaining the Navigation Operations committee he would like to create to work with the USCG, Houston Pilots, and Captain Foret on various navigation issues that might arise (including one-way passage due to vessel size, LPG moves, or night moves). He explained he would like the subcommittee to work with all stakeholders and bring recommendations to the full Pilot Board. He then mentioned the possibility of the subcommittee working with Captain Foret and his committee. He also stated he spoke with Commissioner Hance who is willing to chair the subcommittee.

Commissioner Bechtel enquired as to the specifics of the subcommittee, and Chairman McKamie stated they would be listeners of feedback from the Houston Pilots, and Lone Star Harbor Safety Committee Navigation Operations (NAVOPS) committee.

Tom Lightsey, Counsel for the Houston Pilots, then stated section 66.016 (c) says all safety rules and navigation guidelines are done by 80 % or greater vote of the pilots and then submitted to the Pilot Board. He then referenced the Westergren case stating that safety rules and navigation guidelines are pilot business.

Chairman McKamie responded that the Pilot Board would not be interfering with that process. He added that he simply wants a way where the Pilot Board can better understand navigation issues surrounding the Houston Pilots without all nine Pilot Board Commissioners having to meet. Mr. Lightsey then asked if the scope of the committee is to provide recommendations. Chairman McKamie responded that it was. Chairman McKamie then said nobody on the Pilot Board is licensed to operate on the Houston Ship Channel and the Pilot Board would be taking nothing away from the pilots. Commissioner Morrison asked if safety guidelines were voted on by the previous Pilot Board, and Mr. Lightsey added that they were purview of the pilots but that the Pilot Board does have a vote under the new statute. Mr. Lightsey reiterated that there must be an 80 % pilot vote. Commissioner Hance added that he is brand new to these matters, and that when he spoke to Chairman McKamie he stated he would have to listen to the experts and come back to the Board. Captain Thompson then stated what he doesn't understand is if he gets 80 % vote from the pilots then he has to come before the Pilot Board for their vote. Ms. de Cordova responded that is what the statute says. Commissioner Morrison again asked if the new Pilot Board vote came about by the new statute. Ms. de Cordova then confirmed that it did. Ms. de Cordova proceeded to explain her understanding was that individual pilots had the ability to make decisions on moving particular vessels, but whether or not the overall safety rules and navigation guidelines are appropriate fall under the purview of the Pilot Board. She then stated the statute codifies this in a way that is new and different. Mr. Lightsey asked if it is the Board's opinion that the pilots do not have authority to make safety guidelines. Chairman McKamie added that was not the Board's concern at this point, and that it was simply to more efficiently provide recommendations before the Board. Commissioner Morrison then asked if it was ok to defer this matter until a later date.

Commissioner Hance then stated that he understood the pilot's position of if they already have an 80% pilot vote why should the Pilot Board override that. Further debate ensued as to why the Pilot Board should vote after the pilots receive an 80 % vote. Chairman McKamie then said he felt it was important to listen to all stakeholders. Mr. Lightsey replied he respected that, but reiterated case law and the statute expressly say it is not the purview of the Pilot Board to challenge the pilot's rules. Mr. Lightsey went on to state it is the pilot's job to do this, and it is what they do every day. Commissioner Garcia added that the 2015 case law did not account for the new statute, and stated that it is what

is and it is what the statute says. Jim Brown, Counsel for the Houston Pilots, asked if pilots would be included on this committee as they have been on the ARC and PBIRC committees that have been around for 30 years. Chairman McKamie replied that the committee chair can listen to all stakeholders, including the pilots, and that the committee chair would provide his thoughts to the full Board. Commissioner Morrison then again asked if the formation of the navigation ops committee could be deferred until the next meeting, as it has not been in place for 40 or 50 years. Further debate ensued as to the Pilot Board's view of the pilots having the rulemaking ability.

(PB-2021-0211-11) Commissioner Morrison moved to defer creation of the Navigation Operations subcommittee, seconded by Commissioner Bechtel. Chairman McKamie asked for all in favor to say aye. All were in favor. There were no negative votes. MOTION PASSED.

(PB-2021-0211-12) Chairman McKamie discussed the importance of interacting with the Coast Guard, and asked Commissioner Morrison to chair the USCG liaison committee. Commissioner Bechtel moved for creation of a USCG liaison committee, seconded by Commissioner Hance. Chairman McKamie asked for all in favor to say aye. All were in favor. There were no negative votes. MOTION PASSED.

(PB-2021-0211-13) Commissioner Hance moved for Commissioner Morrison to chair the USCG liaison committee, seconded by Commissioner Bechtel. Chairman McKamie asked for all in favor to say aye. All were in favor. There were no negative votes. MOTION PASSED.

(PB-2021-0211-14) Chairman McKamie stated he would like the pilots to reflect the diversity of the community of Harris County. He then suggested creating a diversity subcommittee. Chairman McKamie then exclaimed he thought Commissioner Garcia would make a good chair. Commissioner Garcia responded he would be happy to chair the diversity subcommittee, and stated as a technical matter the committee had already been formed at a Transition Committee meeting and Chairman McKamie was named chair.

Commissioner Dyess moved to create a diversity subcommittee, seconded by Commissioner Hance. Chairman McKamie asked for all in favor to say aye. All were in favor. There were no negative votes. MOTION PASSED.

(PB-2021-0211-15) Commissioner Dyess moved to name Commissioner Garcia chair of the diversity subcommittee, seconded by Commissioner Bechtel. Chairman McKamie asked for all in favor to say aye. All were in favor. There were no negative votes. MOTION PASSED.

(PB-2021-0211-16) Chairman McKamie moved to agenda item F-4, “Designate the Treasurer and Vice-Chair to act on behalf of the Pilot Board in connection with depository accounts.” He further explained this was needed so Captain Gavis could have second approvals to utilize depository accounts. Commissioner Bechtel moved for approval, seconded by Commissioner Morrison. Chairman McKamie asked for all in favor to say aye. All were in favor. There were no negative votes. MOTION PASSED.

(PB-2021-0211-17) Chairman McKamie moved to agenda item F-5, “Authorize the Executive Director to utilize the Pilot Board debit card for payments of necessary operating expenses.” Captain Gavis explained this would be for taking care of day-to-day operating expenses of things such as purchasing printer paper and mailing pilot commission letters. Chairman McKamie stated this should be done to not hamper Captain Gavis and proceeded to set a maximum limit of \$5,000. Commissioner Bechtel moved for approval, seconded by Commissioner Morrison. Chairman McKamie asked for all in favor to say aye. All were in favor. There were no negative votes. MOTION PASSED.

(PB-2021-0211-18) Chairman McKamie moved to agenda item F-6, “Authorize the Executive Director and General Counsel to draft an M.O.U. to implement an internship program with maritime academies and accredited schools.” Chairman McKamie further explained he thought it would be good to bring students in to give the students experience out in the industry and stated he would not want the Board to be liable for the interns or for paying the interns. Commissioner Dyess asked if the interns would shadow the Executive Director, and Chairman McKamie responded yes. Captain Gavis asked Pilot Board General Counsel David McNeal to provide a summary of a meeting they had with Kings Point. Mr. McNeal stated they spoke with Ian Jones, head of shipboard training, at the United States Merchant Marine Academy to ensure they didn’t have any specific requirements and get a better idea of what an internship could look like. Commissioner Dyess requested that the internship be setup after insurance is in place and post COVID.

Commissioner Bechtel moved for approval, seconded by Commissioner Morrison. Chairman McKamie asked for all in favor to say aye. All were in favor. There were no negative votes. MOTION PASSED.

(PB-2021-0211-19) Chairman McKamie moved to agenda item F-7, “Authorize the Executive Director and General Counsel to act as Public Information Officers on behalf of the Pilot Board.” Chairman McKamie and Ms. de Cordova explained that by making these designations the full Board would not need to conduct the training. She mentioned historically Pilot Board Counsel served as the Public Information officer and would handle these requests without including the Pilot Board. She also explained the process of the Public Information requests and reiterated she thought it would be most efficient to have Counsel and the Executive Director receive this designation.

Commissioner Dyess moved for approval, seconded by Commissioner Morrison. Chairman McKamie asked for all in favor to say aye. All were in favor. There were no negative votes. MOTION PASSED.

Commissioner Morrison stated that he had a previous engagement he must leave for, and it was determined that there was still a quorum. Commissioner Garcia added that the diversity committee should be charged with not just looking at racial diversity, but also gender diversity. Chairman McKamie stated that he agreed.

(PB-2021-0211-20) Chairman McKamie moved to agenda item F-8, "Set a Pilot Board meeting scheduled for 2021." He then stated he thought it would be best to have Pilot Board meetings every quarter. He stated due to the minor pilot discrepancies discovered there should be a Pilot Board meeting in March. Captain Gavis added that he does not want to risk folks not having their credential and being able to work, and added he tries to get pilot commission applications to the state as early as is possible (especially with delays seen due to COVID). Captain Thompson added it is very important that these applications be done on time, and he believes it would be best to meet in March. Chairman McKamie proposed having the meetings on the second Thursday of the month in March, June, September, and December. Captain Gavis added that this would work well as it would follow the ARC meetings on the second Tuesday of the month. Chairman McKamie suggested having the meetings at 14:00.

Commissioner Hance moved for approval of the meeting schedule, seconded by Commissioner Bechtel. Chairman McKamie asked for all in favor to say aye. All were in favor. There were no negative votes. MOTION PASSED.

(PB-2021-0211-21) Chairman McKamie moved to agenda items G-1 to G-3, "Recommendation for renewal of Branch Pilot Commission in and for the Houston Ship Channel and Galveston Bar: Captain Brett A. Callier, Recommendation for renewal of Branch Pilot Commission in and for the Houston Ship Channel and Galveston Bar: Captain John M. Vassar, and Recommendation for original Branch Pilot Commission in and for the Houston Ship Channel and Galveston Bar: Captain Matthew B. Decatur."

Chairman McKamie moved to table these agenda items until small discrepancies could be corrected, seconded by Commissioner Bechtel. Chairman McKamie asked for all in favor to say aye. All were in favor. There were no negative votes. MOTION PASSED.

(PB-2021-0211-22) Chairman McKamie moved to agenda item G-4, "Recommendation for original Branch Pilot Commission in and for the Houston Ship Channel and Galveston Bar: Captain Nicholas J. Moraski."

Chairman McKamie moved for approval, seconded by Commissioner Bechtel. Chairman McKamie asked for all in favor to say aye. All were in favor. There were no negative votes. MOTION PASSED.

The Pilot Board jointly decided there was not a need for an Executive Session. Chairman McKamie then thanked everyone for their patience and said he did not see future meetings going as long. He also thanked everyone for their input and support.

(PB-2021-0211-23) Chairman McKamie moved to adjourn the February 11, 2021 Pilot Board meeting, seconded by Commissioner Garcia. Chairman McKamie asked for all in favor to say aye. All were in favor. There were no negative votes. MOTION PASSED.

At 4:10 p.m., Chairman McKamie adjourned the Pilot Board meeting.

The above is a correct copy of the Minutes of the February 11, 2021 meeting of the Board of Pilot Commissioners for Harris County Ports.



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Captain Reginald McKamie, Chairman



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Captain M. Tyler Gavis, Secretary