

December 4, 2020

**NOTICE OF MEETING**  
**OF THE**  
**BOARD OF PILOT COMMISSIONERS**  
**FOR THE**  
**PORTS OF HARRIS COUNTY**

In accordance with official practice of the Board of Pilot Commissioners for the Ports of Harris County, there is attached hereto a copy of the Agenda of the meeting of the Board of Pilot Commissioners for the Ports of Harris County to be held on December 7, 2020. The Pilot Board will meet at 2:00 p.m., at the offices of the Houston Pilots, 203 Deerwood Glen, Deer Park, Texas 77536. Pursuant to Governor Abbott's action of March 16, 2020 to allow virtual and telephonic open meetings to maintain government transparency, the meeting can also be accessed via Zoom webinar, as provided on the following page.

BOARD OF PILOT COMMISSIONERS  
PORTS OF HARRIS COUNTY, TEXAS



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SECRETARY

## **Instructions to Join Virtually Via Zoom**

When: Dec 7, 2020 02:00 PM Central Time (US and Canada)

Those attendees that will be attending virtually by logging-in may ask questions and provide comments. Those attendees that will be attending by dialing-in only will be in listen mode only & will not be able to provide comments or ask questions.

### **For attendees that will be attending by logging in (can provide comments & ask questions):**

Please click the link below to join the webinar:

<https://zoom.us/j/98445070366?pwd=S044Z0I4S2pweDFIbFNpUnQrNzEzQT09>

Passcode: 289715

Or iPhone one-tap :

US: +13462487799,,98445070366#,,,,,,0#,,289715# or

+12532158782,,98445070366#,,,,,,0#,,289715#

### **For those attendees that will be participating only by telephone (listen mode only):**

Dial (for higher quality, dial a number based on your current location):

US: +1 346 248 7799 or +1 253 215 8782 or +1 669 900 6833 or  
+1 929 205 6099 or +1 301 715 8592 or +1 312 626 6799

Webinar ID: 984 4507 0366

Passcode: 289715

## **AGENDA**

**BOARD OF PILOT COMMISSIONERS  
for  
HARRIS COUNTY PORTS  
December 7, 2020  
2:00 p.m.**

**Offices of the Houston Pilots  
203 Deerwood Glen  
Deer Park, Texas**

**And via Zoom**

### **A. CALL TO ORDER**

### **B. CHAIRMAN'S REMARKS**

1. Governance, policy, and administrative matters
2. Resolutions of the Pilot Board in honor of Paul Caruselle and Captain Richard Ford

### **C. APPROVAL OF MINUTES**

September 22, 2020 Public Meeting

### **D. APPEARANCES**

1. Captain Robert Thompson – Presiding Officer, Houston Pilots
2. Public Comment

### **E. STAFF REPORTS**

1. Capt. Marcus Woodring – Chairman, Pilot Board Investigation and Recommendation Committee (PBIRC) and Application Review Committee (ARC)
2. Capt. M. Tyler Gavis – Secretary and Compliance Coordinator

### **F. GENERAL MATTERS**

1. Approve the proposed Memorandum of Understanding with the Houston Pilots “regarding uninterrupted operational funding” of the Pilot Board “during transitional period” commencing January 1, 2021
2. Approve the proposed Fiscal Year 2021 Operating Budget

3. Approve the agreement for executive director and maritime investigator services with Midship Management LLC for a one-year term commencing January 1, 2021 in the amount of \$190,000 plus approved expense reimbursements
4. Approve the agreements for legal services with the Law Offices of Rachel de Cordova, PLLC, Clark Hill PLC, and McNeal Legal Services, PLLC, commencing on or about January 1, 2021
5. Approve a lease with the Economic Alliance Houston Port Region as landlord for a one-year term commencing January 1, 2021 in the monthly amount of \$500 plus approved service costs
6. Award a contract for depository banking services with Cadence Bank, N.A. commencing on or about January 1, 2021
7. Designate the Chairman and Secretary to act on behalf of the Pilot Board in connection with depository accounts
8. Authorize and request the Port Commission approve an amendment to the Amended Interlocal Agreement with the Port of Houston Authority to provide for limited services

#### **G. PILOT MATTERS**

1. Appointment of ARC members
2. Appointment of PBIRC members
3. Consideration and possible action regarding the PBIRC's proposed findings and recommendations regarding the M/T CLIPPER EIRENE grounding on January 26, 2020, in the Houston Ship Channel

#### **H. EXECUTIVE SESSION**

1. Consultation with Attorneys (Section 551.071, Texas Open Meetings Act)
2. Employment and Evaluation of Public Employees (Section 551.074, Texas Open Meetings Act)

#### **I. ADJOURN EXECUTIVE SESSION AND RECONVENE OPEN MEETING**

#### **J. ADJOURN**