

I N D E X

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

April 25, 2017

*Minute No.*

*Event/Action*

**General**

Commissioner Kennedy convened the meeting of the Board of Pilot Commissioners

**Minutes**

(PB-2017-0425-01) Approve the Minutes of the Board of Pilot Commissioners Meeting – March 21, 2017

**Appearances**

There were no appearances

**Pilot Matters**

(PB-2017-0425-02) Recommendation for original Branch Pilot Commission for the Houston Ship Channel and Galveston Bar: Captain Travis A. Parker

(PB-2017-0425-03) Recommendation for original Branch Pilot Commission for the Houston Ship Channel and Galveston Bar: Captain Justin L. Benecke

(PB-2017-0425-04) Appoint Captain M. Tyler Gavis as Assistant Secretary of the Board of Pilot Commissioners for Harris County Ports

(PB-2017-0425-05) Appointment of Captain M. Tyler Gavis as Vice Chairman of the Pilot Board Application Review Committee (ARC)

**Adjourn Meeting**

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

**Houston, Texas  
April 25, 2017**

A public meeting of the Board of Pilot Commissioners for Harris County Ports (the "Pilot Board") was convened on April 25, 2017 at 11:22 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:

John D. Kennedy, Commissioner and Acting Chairman  
Theldon R. Branch, III, Commissioner  
Dean E. Corgey, Commissioner  
Stephen H. DonCarlos, Commissioner  
Roy D. Mease, Commissioner  
Roger Guenther, Secretary  
Thomas G. Schroeter, Associate General Counsel, Port of Houston Authority  
J. Kent Friedman, Orrick, Herrington & Sutcliffe LLP

Commissioner Kennedy convened the meeting of the Pilot Board.

(PB-2017-0425-01) Commissioner Kennedy called for a motion to approve the minutes of the March 21, 2017 Pilot Board meeting. Commissioner Mease moved for approval, seconded by Commissioner Corgey. Commissioners Kennedy, Branch, Corgey, DonCarlos, and Mease voted Aye. Nays none. The minutes were approved as written.

Commissioner Kennedy noted there were no public comments or staff reports and moved to the agenda.

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

(PB-2017-0425-02) RPBA F1 was presented, moved by Commissioner Corgey, seconded by Commissioner Branch. Commissioners Kennedy, Branch, Corgey, DonCarlos, and Mease voted Aye. Nays none. RPBA F1 PASSED.

(PB-2017-0425-03) RPBA F2 was presented, moved by Commissioner Branch, seconded by Commissioner DonCarlos. Commissioners Kennedy, Branch, Corgey, DonCarlos, and Mease voted Aye. Nays none. RPBA F2 PASSED.

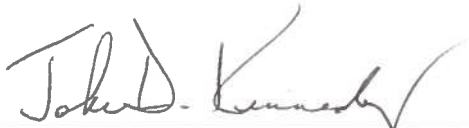
(PB-2017-0425-04) RPBA F3 was presented, moved by Commissioner DonCarlos, seconded by Commissioner Corgey. Commissioners Kennedy, Branch, Corgey, DonCarlos, and Mease voted Aye. Nays none. RPBA F3 PASSED.

(PB-2017-0425-05) RPBA F4 was presented, moved by Commissioner Mease, seconded by Commissioner Branch. Commissioners Kennedy, Branch, Corgey, DonCarlos, and Mease voted Aye. Nays none. RPBA F4 PASSED.

Mr. Guenther introduced Tyler Gavis, the Port Authority's new Pilot Administration Manger, who replaced Captain Mike Usher two months earlier. Commissioner Kennedy welcomed Mr. Gavis.

At 11:25 a.m., Commissioner Kennedy noted there were no items for closed session and adjourned the Pilot Board meeting.

The above is a correct copy of the Minutes of the April 25, 2017 meeting of the Pilot Board of the Port of Houston Authority.



John D. Kennedy, Acting Chairman



Erik A. Eriksson, Assistant Secretary

## F. PILOT MATTERS

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**Subject** 1. Recommendation for original Branch Pilot Commission for the Houston Ship Channel and Galveston Bar: Captain Travis A. Parker.

**Meeting** Apr 25, 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 April 25, 2017 meeting, recommend to the governor the original commission of Captain Travis A. Parker as Branch Pilot for the Houston Ship Channel and Galveston Bar for a four-year term effective June 24, 2017, 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 Travis A. Parker 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 Bayport Flare Turn Using Manned Model, Radar Observer (Recertification), Manned Model Shiphandling, Emergency Shiphandling for Pilots, Raven Electronic Navigation Systems Training, Legal Aspects of Piloting, Bridge Resource Management for Pilots (BRM-P), Fatigue, Sleep, & Medication Course (FMS), Restricted Visibility Navigation for Pilots, and a letter on Captain Parker's 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 Travis A. Parker 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 Travis A. Parker for original commission as Branch Pilot for the Houston Ship Channel and Galveston Bar. Such commission is for a four-year term.

## F. PILOT MATTERS

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<b>Subject</b>	<b>2. Recommendation for original Branch Pilot Commission for the Houston Ship Channel and Galveston Bar: Captain Justin L. Benecke.</b>
Meeting	Apr 25, 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 April 25, 2017 meeting, recommend to the governor the original commission of Captain Justin L. Benecke as Branch Pilot for the Houston Ship Channel and Galveston Bar for a four-year term effective July 10, 2017, 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 Justin L. Benecke 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 Bayport Flare Turn Using Manned Model, Manned Model Shiphandling, Radar Observer (Recertification), Legal Aspects of Piloting, Tractor Tug Operations Training, Bridge Resource Management for Pilots (BRM-P), Fatigue, Sleep, & Medication Course (FMS), Restricted Visibility Navigation for Pilots, and a letter on Captain Benecke's 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 Justin L. Benecke 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 Justin L. Benecke for original commission as Branch Pilot for the Houston Ship Channel and Galveston Bar. Such commission is for a four-year term.

**F. PILOT MATTERS**

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<b>Subject</b>	<b>3. Appoint Captain M. Tyler Gavis as Assistant Secretary of the Board of Pilot Commissioners for Harris County Ports.</b>
Meeting	Apr 25, 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 April 25, 2017 meeting, appoint Captain M. Tyler Gavis as Assistant Secretary of the Board of Pilot Commissioners for Harris County Ports, 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 position of Secretary of the Pilot Board is held by the Executive Director of the Port of Houston Authority. In the past, the Pilot Board has designated Assistant Secretaries to act on behalf of the Secretary as may be reasonable or necessary. Currently the Chief Legal Officer, Chief Operating Officer, and Chief Health, Safety, Security and Emergency Management Officer of the Port Authority are the Assistant Secretaries of the Pilot Board.

**Staff Evaluation/Justification:**  
Legal Division staff recommends that the Pilot Board also appoint Captain M. Tyler Gavis, the Port Authority's Manager, Pilot Administration, as an Assistant Secretary of the Pilot Board. Captain Gavis recently replaced Captain Mike Usher (following his retirement) as Compliance Coordinator of the Pilot Board Investigation and Recommendation Committee; this additional appointment would permit him to provide more efficient support to that committee as well as the Pilot Board Application Review Committee.

**F. PILOT MATTERS**

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**Subject** 4. Appointment of Captain M. Tyler Gavis as Vice Chairman of the Pilot Board Application Review Committee (ARC).

**Meeting** Apr 25, 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 April 25, 2017 meeting, approve the appointment of Captain M. Tyler Gavis as Vice Chairman of the Application Review Committee.

**Category:**  
Pilot Matters

**Department:**  
Pilot Administration

**Staff Contact:**  
Erik Eriksson

**Background:**

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:**

Legal Division staff recommends that the Pilot Board appoint Captain M. Tyler Gavis, the Port Authority's Manager, Pilot Administration, as Vice Chairman of ARC. Captain Gavis replaced Captain Mike Usher (following his retirement) as Compliance Coordinator of the Pilot Board Investigation and Recommendation Committee; this additional appointment would permit him to provide more efficient support to the Pilot Board Application Review Committee.