

## INDEX

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

January 30, 2018

*Minute No.*

*Event/Action*

#### **General**

Chairman Longoria convened the meeting of the Board of Pilot Commissioners and welcomed Captain Mark Mitchem, Houston Pilots Presiding Officer, who addressed the Port Commission

#### **Minutes**

(PB-2017-0130-01) Approve the Minutes of the Board of Pilot Commissioners Meeting – December 12, 2017

#### **Appearances (none)**

#### **Pilot Matters**

(PB-2017-0130-02) Recommendation for renewal of Branch Pilot Commission for the Houston Ship Channel and Galveston Bar: Captain Richard D. Moore

(PB-2017-0130-03) Recommendation for renewal of Branch Pilot Commission for the Houston Ship Channel and Galveston Bar: Captain Robert C. S. Roberts

#### **General**

(PB-2017-0130-04) Appoint Erik Eriksson as Secretary of the Board of Pilot Commissioners for Harris County Ports

#### **Adjourn Meeting**

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

**Houston, Texas  
January 30, 2018**

A public meeting of the Board of Pilot Commissioners for Harris County Ports (the "Pilot Board") was convened on January 30, 2018 at 10:35 a.m., at the Port of Houston Authority Executive Offices, Fourth Floor Boardroom, at 111 East Loop North, Houston, Texas 77029. The following Commissioners and staff 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, Secretary  
Erik Eriksson, General Counsel

Chairman Longoria convened the meeting of the Pilot Board and welcomed Captain Mark Mitchem, Presiding Officer, Houston Pilots Association, who addressed the Port Commission. Captain Mitchem thanked the Pilot Board for its hard work keeping Port Houston competitive. He reported that since the purchase of two new pilot boats by the association, one of the old boats had been sold and there was now a contract on the second one.

Captain Mitchem stated that the Houston Pilots Association currently includes 80 full pilots and 17 deputy pilots, adding that Captain Paul Brown, a former presiding officer and long-time pilot, has announced his retirement effective January 31, 2018.

Captain Mitchem mentioned that the pilots are trying to stay involved in the U.S. Army Corps of Engineers ("Corps") mega study, to add any expertise and help they can, as the pilots would like to see a wider channel all the way up to Barbours Cut, to enhance its efficiency and safety. Chairman Longoria recommended speaking to the Corps; Captain Mitchem replied that the pilots have spoken to the Corps and are trying to help in any way they can.

Captain Mitchem noted that at a Pilot Board Investigation and Recommendation Committee hearing, there had been a recommendation that the pilots have more interaction with the towboat community, and as a result, the association has been sponsoring "blue-water/brown-water" seminars. He invited the Pilot Board to attend the next seminar scheduled in March.

Chairman Longoria noted its importance, given the many movements in the channel and that there was a need for everyone involved to be well-coordinated and trained on the appropriate way to deal with those situations. She expressed appreciation that the

association was proactive. Commissioner Corgey asked if the seminars were held at the association's offices, and Captain Mitchem replied in the affirmative.

Commissioner Branch asked how many pilot positions were authorized. Captain Mitchem replied 96 full pilots, adding that it takes about 3½ years from the time a pilot is selected until he is able to perform all the tasks of a full pilot.

Commissioner Fitzgerald thanked Captain Mitchem for the pilots' work with the Pilot Board over the last few years, helping get the large ships which are the future of Port Houston; the pilots have been very responsive, which is appreciated. Captain Mitchem thanked the Pilot Board for its support and noted the pilots are open to hearing advice and complaints.

Chairman Longoria commented on the positive partnership and relationship between the Pilot Board and pilots, and though they do not always agree, they do agree it is important to have a proactive path to figure out how to work together. She added that as long as the Pilot Board and pilots work together in the best interests of the channel and its stakeholders, they will do fine, but they must remain vigilant and proactive, make sure the issues that come up are addressed early, and there is open discussion. Captain Mitchem stated he would strive to do that as the pilots are committed to keeping the lines of communication open to ensure the Pilot Board and pilots remain on the same page.

Mr. Guenther commented that the relationship has improved over the last couple years with regular meetings and dialogue on issues on the channel, and added that the Pilots have participated with the Port Authority and Pilot Board in the mega study's discussions of improvements that need to be made to the channel to continue the pace of commerce and two-way traffic, and that it is very important to have the needs of the mariners presented to the Corps.

Captain Mitchem concluded by extending an open invitation for a ride on one of the Pilots' boats or on a ship, and Chairman Longoria thanked Captain Mitchem for his comments.

(PB-2018-0130-01) Chairman Longoria called for a motion to approve the minutes of the December 12, 2017 Pilot Board meeting. Commissioner Mease moved for approval, seconded by Commissioner Branch. Chairman Longoria, and Commissioners Branch, Corgey, DonCarlos, Fitzgerald, Kennedy, and Mease voted Aye. Nays none. The minutes were approved as written.

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

(PB-2018-0130-02) RPBA F1 was presented, moved by Commissioner Mease, seconded by Commissioner Branch. Chairman Longoria, and Commissioners Branch, Corgey, DonCarlos, Fitzgerald, Kennedy, and Mease voted Aye. Nays none. RPBA F1 PASSED.

(PB-2018-0130-03) RPBA F2 was presented, moved by Commissioner Corgey, seconded by Commissioner Fitzgerald. Chairman Longoria, and Commissioners Branch, Corgey, DonCarlos, Fitzgerald, Kennedy, and Mease voted Aye. Nays none. RPBA F2 PASSED.

(PB-2018-0130-04) RPBA G1 was presented, moved by Chairman Longoria, seconded by Commissioner Corgey. Chairman Longoria, and Commissioners Branch, Corgey, DonCarlos, Fitzgerald, Kennedy, and Mease voted Aye. Nays none. RPBA G1 PASSED.

At 10:43 a.m., Chairman Longoria adjourned the Pilot Board meeting.

The above is a correct copy of the Minutes of the January 30, 2018 meeting of the Pilot Board of the Port of Houston Authority.

  
\_\_\_\_\_  
Janiece Longoria, Chairman

  
\_\_\_\_\_  
Erik A. Eriksson, Assistant Secretary

## F. PILOT MATTERS

---

**Subject**                    **1. Recommendation for renewal of Branch Pilot Commission for the Houston Ship Channel and Galveston Bar: Captain Richard D. Moore.**

Meeting                    Jan 30, 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 January 30, 2018 meeting, recommend to the governor the commission renewal of Captain Richard D. Moore as Branch Pilot for the Houston Ship Channel and Galveston Bar for a four-year term effective March 16, 2018, 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 Richard D. Moore 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 Manned Model Shiphandling, Post Panamax Vessels: New Challenges for Pilots, Escort Operations for Pilots, Radar Observer (Recertification), Bayport Flare Turn Using Manned Models, Fatigue, Sleep & Medication (FMS) Course, Incident Management for Pilots, Bridge Resource Management for Pilots (BRM-P), Automatic Radar Plotting Aids (ARPA), Legal Aspects of Piloting, Collision Regulations for Pilots (COLREGS-P), Automatic Identification Systems (AIS), Restricted Visibility Navigation for Pilots, 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 Richard D. Moore 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 Richard D. Moore 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**                    **2. Recommendation for renewal of Branch Pilot Commission for the Houston Ship Channel and Galveston Bar: Captain Robert C. S. Roberts.**

Meeting                    Jan 30, 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 January 30, 2018 meeting, recommend to the governor the commission renewal of Captain Robert C. S. Roberts as Branch Pilot for the Houston Ship Channel and Galveston Bar for a four-year term effective April 5, 2018, 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 Robert C. S. Roberts 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 Electronic Chart Display Information Systems (ECDIS), Emergency Shiphandling for Pilots, Legal Aspects of Piloting, Radar Observer (Recertification), Fatigue, Sleep & Medication (FMS) Course, Incident Management for Pilots, Bridge Resource Management for Pilots (BRM-P), Restricted Visibility Navigation for Pilots, Azimuthing Electric Propulsion Drive (AZIPOD), Bayport Flare Turn Using Manned Models, Error Detection & Use of Advanced Radar Techniques in Restricted Waters, Collision Regulations for Pilots (COLREGS-P), Automatic Identification Systems (AIS), 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 Robert C. S. Roberts 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 Robert C. S. Roberts for commission renewal as Branch Pilot for the Houston Ship Channel and Galveston Bar. Such commission is for a four-year term.

**G. GENERAL**

---

**Subject** 1. Appoint Erik Eriksson as Secretary of the Board of Pilot Commissioners for Harris County Ports.

Meeting Jan 30, 2018 - BOARD OF PILOT COMMISSIONERS FOR HARRIS COUNTY PORTS

Access Public

Type Action

Recommended Action The Port Commission, at its January 30, 2018 meeting, appoint Erik Eriksson as Secretary of the Board of Pilot Commissioners for Harris County Ports, and further authorize the Chairman to do any and all things in her opinion reasonable or necessary to give effect to the foregoing.

**Category:**  
General

**Department:**  
Executive

**Staff Contact:**  
Roger Guenther

**Background:**  
The Chief Legal Officer of the Port Authority generally discharges the duties of the secretary of the Board of Pilot Commissioners for Harris County Ports (Pilot Board), as such duties are more particularly set forth in Section 11(b) of the Amended and Restated Bylaws of the Port of Houston Authority, and the Rules and Regulations Governing Pilots and Pilotage on the Houston Ship Channel between the Galveston Bar and Turning Basin.

**Staff Evaluation/Justification:**  
In order to conform the designation of this officer to the Pilot Board's current practice, staff recommends that the Pilot Board confirm the appointment of Erik Eriksson as its Secretary.