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

June 26, 2018

Minute No.

Event/Action

General

Commissioner Kennedy convened the meeting of the Board of Pilot Commissioners

Minutes

(PB-2018-0626-01) Approve the Minutes of the Board of Pilot Commissioners Meeting – May 17, 2018

Pilot Matters

(PB-2018-0626-02) Recommendation for renewal of Branch Pilot Commission for the Houston Ship Channel and Galveston Bar: Captain Mark W. Mitchem

(PB-2018-0626-03) Recommendation for renewal of Branch Pilot Commission for the Houston Ship Channel and Galveston Bar: Captain Scott E. Roberts

(PB-2018-0626-04) Recommendation for renewal of Branch Pilot Commission for the Houston Ship Channel and Galveston Bar: Captain Kristi J. Taylor

Adjourn Meeting

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

**Houston, Texas
June 26, 2018**

A public meeting of the Board of Pilot Commissioners for Harris County Ports (the "Pilot Board") was convened on June 26, 2018 at 10:40 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, Acting Chairman
Theldon R. Branch, III, Commissioner
Dean E. Corgey, Commissioner
Stephen H. DonCarlos, Commissioner
Clyde E. Fitzgerald, Commissioner
Roy D. Mease, Commissioner
Roger Guenther, Executive Director
Thomas G. Schroeter, Associate General Counsel
J. Kent Friedman, Orrick, outside counsel

Commissioner Kennedy convened the meeting of the Pilot Board.

(PB-2018-0626-01) Commissioner Kennedy called for a motion to approve the minutes of the May 17, 2018 Pilot Board meeting. Commissioner Corgey moved for approval, seconded by Commissioner Mease. Commissioners Kennedy, Branch, Corgey, DonCarlos, Fitzgerald 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."

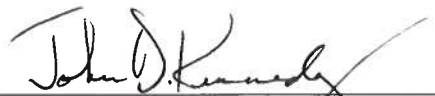
(PB-2018-0626-02) RPBA F1 was presented, moved by Commissioner Corgey, seconded by Commissioner Branch. Commissioners Kennedy, Branch, Corgey, DonCarlos, Fitzgerald and Mease voted Aye. Nays none. RPBA F1 PASSED.

(PB-2018-0626-03) RPBA F2 was presented, moved by Commissioner Branch, seconded by Commissioner DonCarlos. Commissioners Kennedy, Branch, Corgey, DonCarlos, Fitzgerald and Mease voted Aye. Nays none. RPBA F2 PASSED.

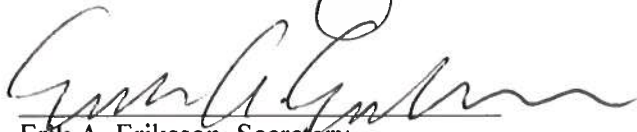
(PB-2018-0626-04) RPBA F3 was presented, moved by Commissioner DonCarlos, seconded by Commissioner Fitzgerald. Commissioners Kennedy, Branch, Corgey, DonCarlos, Fitzgerald and Mease voted Aye. Nays none. RPBA F3 PASSED.

At 10:42 a.m., Commissioner Kennedy adjourned the Pilot Board meeting.

The above is a correct copy of the Minutes of the June 26, 2018 meeting of the Pilot Board of the Port of Houston Authority.



John D. Kennedy, Acting Chairman



Erik A. Eriksson, Secretary

F. PILOT MATTERS

Subject 1. Recommendation for renewal of Branch Pilot Commission for the Houston Ship Channel and Galveston Bar: Captain Mark W. Mitchem.

Meeting Jun 26, 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 June 26, 2018 meeting, recommend to the governor the commission renewal of Captain Mark W. Mitchem as Branch Pilot for the Houston Ship Channel and Galveston Bar for a four-year term effective September 26, 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 Mark W. Mitchem 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 Brownwater/Bluewater Coordination Course, Manned Model Shiphandling, PPU Electronic Navigation Systems Training, Radar Observer (Recertification), Advanced Fire Fighting Refresher, Bridge Resource Management for Pilots (BRM-P), Collision Regulations for Pilots (COLREGS-P), Restricted Visibility Navigation for Pilots, Electronic Chart Display Information Systems (ECDIS), Fatigue, Sleep & Medication (FMS) Course, Automatic Identification Systems (AIS), Legal Aspects of Piloting, Azimuthing Electric Propulsion Drive (AZIPOD), Bayport Flare Turn Using Manned Models, 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 Mark W. Mitchem 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 Mark W. Mitchem 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 Scott E. Roberts.
Meeting	Jun 26, 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 June 26, 2018 meeting, recommend to the governor the commission renewal of Captain Scott E. Roberts as Branch Pilot for the Houston Ship Channel and Galveston Bar for a four-year term effective September 25, 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 Scott E. 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 Post Panamax Vessels: New Challenges for Pilots, Escort Tug Operations for Pilots, PPU Electronic Navigation Systems Training, Radar Observer (Recertification), Incident Management for Pilots, Collision Regulations for Pilots (COLREGS-P), Fatigue, Sleep & Medication (FMS) Course, Manned Model Shiphandling, Bridge Resource Management for Pilots (BRM-P), Emergency Shiphandling for Pilots, Bayport Flare Turn Using Manned Models, Legal Aspects of Piloting, Restricted Visibility Navigation for Pilots, Electronic Chart Display Information Systems (ECDIS), 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 Scott E. 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 Scott E. Roberts 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 **3. Recommendation for renewal of Branch Pilot Commission for the Houston Ship Channel and Galveston Bar: Captain Kristi J. Taylor.**

Meeting Jun 26, 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 June 26, 2018 meeting, recommend to the governor the commission renewal of Captain Kristi J. Taylor as Branch Pilot for the Houston Ship Channel and Galveston Bar for a four-year term effective September 27, 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 Kristi J. Taylor 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 System (ECDIS), PPU Electronic Navigation Systems Training, Manned Model Shiphandling, Post Panamax Vessels: New Challenges for Pilots, Escort Tug Operations for Pilots, Bayport Flare Turn Using Manned Models, Brownwater/Bluewater Coordination Course, Leadership & Managerial Skills, Emergency Shiphandling for Pilots, Fatigue, Sleep & Medication (FMS) Course, Radar Observer (Recertification), Collision Regulations for Pilots (COLREGS-P), Incident Management for Pilots, Bridge Resource Management for Pilots (BRM-P), Restricted Visibility Navigation for Pilots, Azimuthing Electric Propulsion Drive (AZIPOD), Legal Aspects of Piloting, Manned Model Shiphandling, and a letter on her behalf from the Houston Pilots with evidence of her ability to enter into a faithful performance bond in the amount of \$25,000 payable to the governor.

After an assessment of her qualifications and the documents filed with her application, the ARC determined that Captain Kristi J. Taylor 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 Kristi J. Taylor for commission renewal as Branch Pilot for the Houston Ship Channel and Galveston Bar. Such commission is for a four-year term.