

**BOARD FOR BRANCH PILOTS MEETING
MINUTES**

The Virginia Board for Branch Pilots met on Friday, June 15, 2012, at the Virginia Port Authority, 600 World Trade Center, Norfolk, Virginia, with the following members present:

Captain Robert H. Callis, III
Captain J. William Cofer
Captain Milton B. Edmunds
Thomas P. Host, III
Christine N. Piersall
Meade G. Stone, Jr.

Board members Charles R. Amory, Jr., Patrick B. McDermott and Captain John A. Morgan, Jr. were not present for the meeting.

Staff present for the meeting was:

Kathleen (Kate) R. Nosbisch, Executive Director

There was no representative from the Office of the Attorney General present.

Finding a quorum of the Board present, Mr. Stone, Vice-President and acting President, called the meeting to order at 10:44 a.m.

Call to Order

Mr. Stone introduced new board member, Christine N. Piersall, and welcomed her to the Board. Ms. Piersall is filling the seat vacated upon the retirement of Bruce R. Cherry.

**Welcome &
Introduction of
New Board
Member**

Captain Callis moved to approve the agenda. Captain Cofer seconded the motion which was unanimously approved by Messrs., Mme. and Captains: Callis, Cofer, Edmunds, Host, Piersall and Stone.

**Approval of
Agenda**

Captain Cofer moved to approve the minutes from the April 30, 2012 board meeting as amended. Mr. Stone seconded the motion which was unanimously approved by Messrs., Mme. and Captains: Callis, Cofer, Edmunds, Host, Piersall and Stone.

**Approval of
Minutes**

There were no public comments.

**Public Comment
Period**

Captain Callis provided the Board with a report of the examinations conducted by the Examination Administrators on June 15, 2012. The following report was made:

**Exam
Administrators
Report**

Charles A. Huffman V

Charles A. Huffman answered oral questions related to the raise in grade. The subjects included safe anchoring positions in Lynnhaven and Sewell's Point, anchoring techniques, vessel squat, overtaking situations, traffic management, block coefficient displacement, port security and safe vessel speed. Captain Huffman stood a good examination and was found to be qualified. Captain Callis moved that Captain Huffman be raised from a Foxtrot classification (46,000 gross tons and 40 feet maximum draft) to a Golf classification (55,000 gross tons and 42 feet maximum draft). Mr. Host seconded the motion which was unanimously approved by Messrs., Mme. and Captains: Callis, Cofer, Edmunds, Host, Piersall and Stone.

There was no other business.

Other Business

Conflict of Interest forms and travel vouchers were completed by all members present.

Conflict of Interest Forms

There being no further business, the meeting was adjourned at 11:06 a.m.

Adjourn



Meade G. Stone, Jr., Acting President



Gordon N. Dixon, Secretary

**STATE AND LOCAL GOVERNMENT
CONFLICT OF INTERESTS ACT**

TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government

- 1. Name: J. William Cofer
- 2. Title: Board Member
- 3. Agency: Board for Branch Pilots
- 4. Meeting/IFF Date: Board Meeting June 15, 2012

5. I have a personal interest in the following transaction:

Nature of Personal Interest Affected by Transaction:

I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

I am able to participate in this transaction fairly, objectively, and in the public interest.

or

I did not participate in the transaction.

6. I **do not** have a personal interest in any transactions taken at this meeting.


Signature

6-15-12
Date

STATE AND LOCAL GOVERNMENT
CONFLICT OF INTERESTS ACT

TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government

1. Name: Meade G. Stone, Jr.
2. Title: Board Member
3. Agency: Board for Branch Pilots
4. Meeting/IFF Date: Board Meeting June 15, 2012

5. I have a personal interest in the following transaction:

NONE

Nature of Personal Interest Affected by Transaction:

NONE

I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

NONE

I am able to participate in this transaction fairly, objectively, and in the public interest.

or

I did not participate in the transaction.

6. I do not have a personal interest in any transactions taken at this meeting.

Signature

Meade G. Stone, Jr.

Date

6/15/2012

**STATE AND LOCAL GOVERNMENT
CONFLICT OF INTERESTS ACT**

TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government

- 1. Name: Milton B. Edmunds
- 2. Title: Board Member
- 3. Agency: Board for Branch Pilots
- 4. Meeting/IFF Date: Board Meeting June 15, 2012

5. I have a personal interest in the following transaction:

Nature of Personal Interest Affected by Transaction:

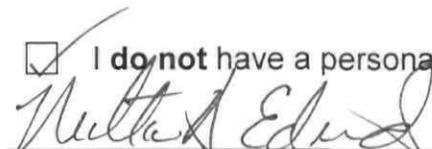
I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

I am able to participate in this transaction fairly, objectively, and in the public interest.

or

I did not participate in the transaction.

6. I **do not** have a personal interest in any transactions taken at this meeting.



Signature

6/15/12

Date

**STATE AND LOCAL GOVERNMENT
CONFLICT OF INTERESTS ACT**

TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government

1. Name: Robert H. Callis, III
2. Title: Board Member
3. Agency: Board for Branch Pilots
4. Meeting/IFF Date: Board Meeting June 15, 2012

5. I have a personal interest in the following transaction:

Nature of Personal Interest Affected by Transaction:

I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

Virginia Pilot Association

I am able to participate in this transaction fairly, objectively, and in the public interest.

or

I did not participate in the transaction.

6. I do not have a personal interest in any transactions taken at this meeting.

Robert H. Callis
Signature

6/15/12
Date

**STATE AND LOCAL GOVERNMENT
CONFLICT OF INTERESTS ACT**

TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government

- 1. Name: Thomas P. Host, III
- 2. Title: Board Member
- 3. Agency: Board for Branch Pilots
- 4. Meeting/IFF Date: Board Meeting June 15, 2012

5. I have a personal interest in the following transaction:

Nature of Personal Interest Affected by Transaction:

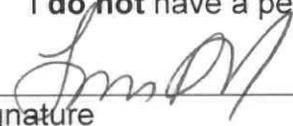
I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

I am able to participate in this transaction fairly, objectively, and in the public interest.

or

I did not participate in the transaction.

6. I **do not** have a personal interest in any transactions taken at this meeting.



Signature

6-15-12

Date

**STATE AND LOCAL GOVERNMENT
CONFLICT OF INTERESTS ACT**

TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government

1. Name: Christine N. Piersall
2. Title: Board Member
3. Agency: Board for Branch Pilots
4. Meeting/IFF Date: Board Meeting June 15, 2012

5. I have a personal interest in the following transaction:

N/A

Nature of Personal Interest Affected by Transaction:

N/A

I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

I am able to participate in this transaction fairly, objectively, and in the public interest.

or

I did not participate in the transaction.

6. I **do not** have a personal interest in any transactions taken at this meeting.

Christine Piersall
Signature

6/15/2012
Date