

**BOARD FOR BRANCH PILOTS MEETING  
MINUTES**

The Virginia Board for Branch Pilots met on Thursday, June 15, 2017, at the Virginia Port Authority, 600 World Trade Center, Norfolk, Virginia, with the following members present:

Captain Robert H. Callis, III  
Captain J.W. Whiting Chisman, III  
Captain J. William Cofer  
Thomas P. Host, III  
Captain John A. Morgan, Jr.  
Christine N. Piersall

Board members, Charles R. Amory, Jr., Patrick B. McDermott, and Meade G. Stone, Jr. were not present for the meeting.

Board staff present for all or part of the meeting:

Kathleen R. Nusbisich, Executive Director  
Bonnie Davis, Administrative Assistant

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

Finding a quorum of the Board present, Captain Cofer, Vice President, called the meeting to order at 10:45 a.m.

**Call to Order**

Ms. Nusbisich advised the Board of the emergency evacuation procedures.

**Safety  
Evacuation  
Instructions**

Mr. Host moved to approve the agenda. Ms. Piersall seconded the motion which was unanimously approved by Messrs., Mme. and Captains: Callis, Chisman, Cofer, Host, Morgan, and Piersall.

**Approval of  
Agenda**

Ms. Piersall moved to approve the minutes from the March 30, 2017, Board meeting. Captain Callis seconded the motion which was unanimously approved by Messrs., Mme. and Captains: Callis, Chisman, Cofer, Host, Morgan, and Piersall.

**Approval of  
Minutes**

There were no public comments. However, Captain Cofer introduced to the Board retired Branch Pilot Captain George Watkins and Branch Pilot Greg Willson who were in attendance at the meeting.

**Public Comment  
Period**

Greg Willson answered oral questions related to the extension of route. The subjects included channel depths beyond the Deepwater Terminal, characteristics of the river with regard to vessel placement approaching turns, usage of turning basin, local traffic and desired meeting positions, pier and

**Exam  
Administrator's  
Report**

dock descriptions, safe anchoring positions, safe anchoring methods in a narrow channel, adverse weather conditions including freshets, and safe vessel speed. Captain Callis moved that Captain Willson be granted an extension of route from City Point to Richmond upon the James River. Captain Chisman seconded the motion which was unanimously approved by Messrs., Mme. and Captains: Callis, Chisman, Cofer, Host, Morgan, and Piersall.

Captain Cofer presented the 2018 meetings dates. Ms. Piersall moved to adopt the following meeting and examination dates for 2018.

**Consideration of  
2018 Meeting  
Dates**

Branch Pilots Board Meetings

March 19, 2018

June 15, 2018

September 17, 2018

December 13, 2018

Examination Committee Meetings

March 19, 2018

September 17, 2018

December 13, 2018

State License Renewal Meetings

December 10, 2018

December 11, 2018

Mr. Host seconded the motion which was unanimously approved by Messrs., Mme. and Captains: Callis, Chisman, Cofer, Host, Morgan, and Piersall.

Financial statements were provided for informational purposes. Ms. Nobsch stated she confers with the Director of Financial Services annually and there are no anticipated fee increases in the foreseeable future for licensed Branch Pilots.

**Financial  
Statements**

By consensus, the Board agreed to table this item until the meeting on September 15, 2017.

**Maritime  
Symposium  
Update**

Ms. Nobsch recognized National Maritime Day which was May 22nd. The Branch Pilots were sent an email and the recognized day was posted on DPOR's website. Ms. Nobsch thanked the profession for their service to the Board. Captain Cofer stated that he and Captain Chisman attended the commemorative wreath-laying ceremony; Port of Virginia's CEO and executive director, John F. Reinhart, participated.

**National  
Maritime Day**

Captain Cofer stated that at the last meeting, he presented information on increasing the Limited Branch Pilots Tonnage and Draft Limitation for further

**Limited Branch  
Pilots Tonnage &**

consideration for approval at this meeting. Additional statistics were assessed by the Board, and Captain Chisman made the following recommendations for the Board's consideration.

**Draft Limitation Review**

Alpha 16,000gt/25' to 21,000gt/27' maximum draft  
Bravo 25,000gt/28' to 33,000/30' maximum draft  
Charlie 32,000/32' to 38,000gt/33' maximum draft  
Delta 38,000gt/34' to 44,000gt/35' maximum draft  
Echo 42,000gt/36' to 52,000gt/37' maximum draft  
Foxtrot 46,000gt/40' to 57,000gt/41' maximum draft  
Golf 55,000/42' to 68,000gt/43' maximum draft  
Hotel 64,000gt/46' to 75,000gt/46' maximum draft

He stated the increase is consistent with what the Board approved in 2006 and 2011. After further review, discussion and consideration of the health, safety and welfare of the citizens of the Commonwealth, Ms. Piersall moved to adopt the proposed increases in gross tonnage and draft for the limited branch pilot licenses. Mr. Host seconded the motion which was unanimously approved by Messrs. and Captains: Callis, Chisman, Cofer, Host, Morgan and Piersall.

Captain Chisman reported that all Branch pilots have attended Ultra Large Container Vessel (ULCV) training at the Maritime Pilots Institute in Covington, Louisiana. The instructor came to Virginia and rode inbound on a ULCV to get data for his ship simulator. Bill Burket, Director of the Maritime Incident Response Team (MIRT), emergency first responder, was permitted to familiarize himself with the ship. There has been tremendous collaboration with all entities involved with the changing dynamic of the port.

There was general discussion that the volume of cargo is up but the number of ships is down because of the size of the ships. The ULCVs are not routinely arriving in the middle of the night as anticipated which causes port congestion.

**Other Business**

Captain Cofer stated that Edgar Massenburg passed away. He served on the Board for Branch Pilots and was a tremendous mentor to him. Captain Cofer expressed his gratitude and appreciation for Mr. Massenburg's loyalty and dedication to the state piloting service of the Commonwealth. He will be missed.

Ms. Nosbisch stated the news reported that the Port of Charleston had a suspected incident that was unfounded.

Ms. Nosbisch stated she will be out of the office on extended medical leave, and Ms. Brooks will be acting Executive Director beginning June 26, 2017.

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

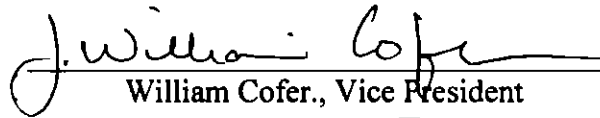
**Conflict of**

present.

Interest Forms

There being no further business, the meeting was adjourned at 11:19 a.m.

Adjourn

  
William Cofer., Vice President

  
Jay W DeBoer, Secretary

**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, 2017

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

6/15/17  
Date

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

**TRANSACTIONAL DISCLOSURE STATEMENT  
for Officers and Employees of State Government**

1. Name: J.W. Whiting Chisman III
2. Title: Board Member
3. Agency: Board for Branch Pilots
4. Meeting/IFF Date: Board Meeting June 15, 2017

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:

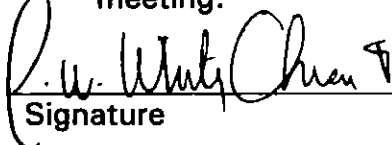
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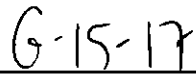
I am able to participate in this transaction fairly, objectively, and in the  
public interest.

or

I did not participate in the transaction.

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

  
Signature

  
Date

**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, 2017

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.

J. William Cofer  
Signature

6-15-17  
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, 2017

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:

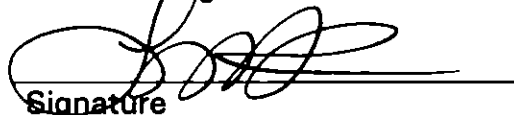
\_\_\_\_\_

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

6-15-17  
Date



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

**TRANSACTIONAL DISCLOSURE STATEMENT  
for Officers and Employees of State Government**

1. Name: John A. Morgan, Jr.  
2. Title: Board Member  
3. Agency: Board for Branch Pilots  
4. Meeting/IFF Date: Board Meeting June 15, 2017

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:

Va Pilot Assoc



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.

John A. Morgan Jr  
Signature

June 15, 2017  
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, 2017

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.

Christine Piersall  
Signature

6/15/2017  
Date