

**BOARD FOR BRANCH PILOTS MEETING  
MINUTES**

The Virginia Board for Branch Pilots met on Monday, December 10, 2007, at the Virginia Port Authority, 600 World Trade Center, Norfolk, Virginia, with the following members present:

Captain Robert H. Callis, III  
Bruce R. Cherry  
Captain J. William Cofer  
Captain Milton B. Edmunds  
Thomas P. Host, III  
William M. Martin, III  
Douglas E. Miller  
Captain W. Hugh McCrory, Jr.  
Meade G. Stone, Jr.

Staff present for the meeting were:

David Ashe, Chief Deputy  
Mark N. Courtney, Executive Director  
Marian H. Brooks, Program Administrator  
Nick A. Christner, Deputy Director of Compliance and Investigation

Cynthia Norwood, Assistant Attorney General, was present at the meeting.

Finding a quorum of the Board present, Mr. Cherry, President, called the meeting to order at 9:30 a.m.

**Call to Order**

Captain McCrory moved to approve the agenda. Mr. Stone seconded the motion which was unanimously approved by Messrs. and Captains: Callis, Cherry, Cofer, Edmunds, Host, Martin, Miller, McCrory, and Stone.

**Approval of  
Agenda**

Captain Callis moved to approve the minutes from the November 1, 2007, meeting. Mr. Miller seconded the motion which was unanimously approved by Messrs. and Captains: Callis, Cherry, Cofer, Edmunds, Host, Martin, Miller, McCrory, and Stone.

**Approval of  
Minutes**

The Board reviewed the additional information provided by Captain Dozier that was requested at the Board meeting on November 1, 2007, which included: a chart of the incident; the size of the M/V SKS TANARO; the results of the drug test administered after the incident; and follow-up, if any, from the US Coast Guard regarding the incident.

**Captain Robert H.  
Dozier, III, M/V  
SKS TANARO**

After review and discussion, Mr. Miller moved that the letter be filed and that the Board take no action, as there appears to be no violation of the

Board's rules, regulations, or statutes. Mr. Host seconded the motion which was unanimously approved by Messrs. and Captains: Callis, Cherry, Cofer, Edmunds, Host, Martin, Miller, McCrory, and Stone.

Mr. Courtney provided the Board with the notices that had been sent to the Public Participation Guideline members, licensees, and to be published in the Register of Regulations. Mr. Courtney informed the Board that any comments that are received would be shared with the Board at its next meeting.

Ms. Norwood informed the Board that pursuant to § 54.1-100 of the *Code of Virginia*, a review had been conducted of the Board's regulations and there were no conflicts in their regulations with the Constitution of the United States, the Constitution of Virginia, the laws of the United States, or the laws of the Commonwealth of Virginia.

Captain Cofer provided a synopsis of the Virginia Pilot Association's apprenticeship program. A letter from Captain Ware of the Apprenticeship Committee of the Virginia Pilot Association indicated that there are no changes to the program this year. Captain Callis moved to continue the approval of the program. Mr. Host seconded the motion which was unanimously approved by Messrs. and Captains: Callis, Cherry, Cofer, Edmunds, Host, Martin, Miller, McCrory, and Stone. Mr. Miller then moved to delegate the operation and administration of program to the Virginia Pilot Association for 2008. Mr. Stone seconded the motion which was unanimously approved by Messrs. and Captains: Callis, Cherry, Cofer, Edmunds, Host, Martin, Miller, McCrory, and Stone.

Captain McCrory provided the Board with a report of the meeting of Examination Administrators from December 3 and 4, 2007. The Examination Administrators have reviewed the renewal applications for the 2007 calendar year and presented the following report:

The following branch pilot licenses were presented for renewal: Lorenzo D. Amory, III; E. Waightstill Avery; John Brockington Beasley, Jr.; Charles I. Boggs, Jr.; Robert H. Callis, III; Julian Wythe Whiting Chisman, III; James William Cofer; William L. Counselman; William G. Diggs; Ernest W. Dodson, Jr.; Robert Henley Dozier, III; Milton B. Edmunds; Michael S. Eubanks; Mark S. Evans; Tazewell Fitzgerald; Nelson Turner Gray; Herbert R. Green, III; Nathaniel T. Green, II; Kevin D. Hartz; W. S. Harwood, III; David H. Heath; Charles H. Hoffman; Robert Lee Holland, Jr.; Richard Keith Hope; Brian Keith Hudgins; Chadwick M. Jamison; John Allison Jones, Jr.; Benjamin B. Lee; Walter Hugh McCrory, Jr.; Dale Allen Meyer, Jr.; John A. Morgan, Jr.; John G. Phillips, Jr.; Robert L. Prodan, II; Frank M. Rabena; Roy A. Rector, Jr.; Torrence A. Rogers; Thomas D. Rutter; Gustave B. Schill; Luther J. Stallings, III; Gilbert R. Swink, III; James

**Update on Periodic Review of Regulations**

**Review of Regulations Pursuant to § 54.1-100 of the Code of Virginia**

**Review of Virginia Pilot Association's Apprenticeship Program**

**Exam Administrators Report**

South Trimble; David B. Ware; Jonathan D. Worth; and Clarence M. Young.

The members of the Examinations Administrators Committee reviewed the renewal application paperwork and deemed the individuals qualified pursuant to § 54.1-906 of the *Code of Virginia*. Captain McCrory moved to approve the renewal applications of the above-listed unlimited licensees. Mr. Host seconded the motion which was unanimously approved by Messrs. and Captains: Callis, Cherry, Cofer, Edmunds, Host, Martin, Miller, McCrory, and Stone. Captains Callis, Cofer, Edmunds, and McCrory abstained from voting on their respective licenses.

Captain McCrory moved to waive the requirements of subsection C.3 of regulation 18 VAC 45-20-20, pursuant to subsection C.4 of regulation 18 VAC 45-20-20, for transit on the Potomac River for W. S. Harwood, III. Mr. Stone seconded the motion which was unanimously approved by Messrs. and Captains: Callis, Cherry, Cofer, Edmunds, Host, Martin, Miller, McCrory, and Stone.

Captain McCrory reported that no ship has transited the York River above Pages Rock in over five years. Therefore, Captain McCrory moved to waive the requirements of subsection C.3 of regulation 18 VAC 45-20-20, pursuant to subsection C.4 of regulation 18 VAC 45-20-20, for transit above Pages Rock on the York River for the following branch pilots due to no ship traffic: Robert H. Callis, III; William L. Counselman; William G. Diggs; Mark S. Evans; Tazewell Fitzgerald; Nelson Turner Gray; Charles H. Hoffman; and John A. Morgan, Jr. Mr. Stone seconded the motion which was unanimously approved by Messrs. and Captains: Callis, Cherry, Cofer, Edmunds, Host, Martin, Miller, McCrory, and Stone. Captain Callis abstained from voting on his license.

The following limited branch pilot licenses were also presented for renewal: Jacob R. Johnson and Joseph R. McKnew.

The members of the Examinations Administrators Committee reviewed the renewal application paperwork and deemed the individuals qualified pursuant to § 54.1-906 of the *Code of Virginia*. Captain McCrory moved to approve the renewal applications of the above-listed limited licensees at their respective limitations as of December 31, 2007. Mr. Host seconded the motion which was unanimously approved by Messrs. and Captains: Callis, Cherry, Cofer, Edmunds, Host, Martin, Miller, McCrory, and Stone.

The Board members reviewed a letter received from the National Transportation and Safety Board in reply to the Board's letter dated July 27, 2007, regarding safety recommendations resulting from the grounding of a ship in the New York Harbor.

#### **Other Business**

Mr. Courtney reminded the Board members that their certificates of completion for the Conflict Of Interest Act training must be turned in no later than December 31, 2007. Mr. Courtney also reminded the Board members that their Financial Disclosure statements must be completed and turned in to the Department no later than December 31, 2007.

Mr. Courtney noted to the Board members that Mr. DeBoer was not able to attend the Board members as one of his children was ill; however, he sent his regards.

Mr. Courtney reported that Karen O'Neal, Deputy Director of the Licensing and Regulation Division, will be retiring in early 2008.

Mr. Courtney noted that he will not be able to attend the February 1, 2008, Board meeting.

Conflict of Interest forms were completed by all members present.

**Conflict of Interest  
Forms**

There being no further business, the meeting was adjourned at 10:05 a.m.

**Adjourn**

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Bruce R. Cherry, President

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Jay W. DeBoer, Secretary