

**Bylaws Committee of the
BOARD FOR BRANCH PILOTS
MEETING MINUTES**

The Bylaws Committee of the Virginia Board for Branch Pilots met on September 12, 2024, at the Virginia Port Authority, 600 World Trade Center, Norfolk, Virginia, with the following members present:

Captain J.W. Whiting Chisman, III
Captain Clarence M. Young
I. Vincent Behm, Jr.

Michael W. Coleman was present as an observer.

Patrick B. McDermont was not present at the meeting with regrets.

Staff present for all or part of the meeting were:

Steve Kirschner, LRPD Deputy Director
Kate Nosbisch, Executive Director
Ecila Williams, Licensing Operations Administrator
Karen Reid, Administrative Coordinator

Captain Chisman called the meeting to order at 11:50 p.m.

Call to Order

Ms. Nosbisch advised the Committee of the emergency evacuation procedures.

**Emergency
Evacuation**

Mr. Behm moved to approve the agenda. Captain Young seconded the motion which was unanimously approved by Mr. Behm and Captains Chisman and Young.

**Approval of
Agenda**

There was no one present for public comment.

**Public Comment
Period**

The Committee began a review of draft bylaws for the Board for Branch Pilots. The Committee discussed items that could be lawfully added to the Board's bylaws. The Committee identified additional changes for further consideration at the December 12, 2024 board meeting.

**Draft Bylaws for
the Board for
Branch Pilots**

There was no other business.

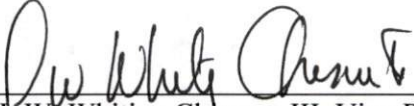
Other Business

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

**Conflict of Interest
Forms/Travel
Vouchers**

There being no further business, the meeting was adjourned at 12:43 p.m.

Adjourn



J. W. Whiting Chisman III, Vice-President



Brian P. Wolford, Secretary

**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 & Bylaw Committee Meeting September 12, 2024

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

Nature of Personal Interest Affected by Transaction:

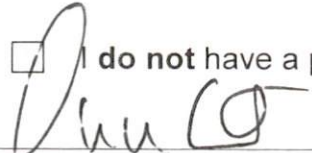
I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

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

9-12-24

Date

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

TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government

- 1. Name: I. Vincent Behm, Jr.
- 2. Title: Board Member
- 3. Agency: Board for Branch Pilots
- 4. Meeting/IFF Date: Board Meeting & Bylaw Committee Meeting September 14, 2024

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.

I. Vincent Behm, Jr.
Signature

9-12-24
Date

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

TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government

- 1. Name: Clarence Young
- 2. Title: Board Member
- 3. Agency: Board for Branch Pilots
- 4. Meeting/IFF Date: Bylaw Committee Meeting September 12, 2024

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:

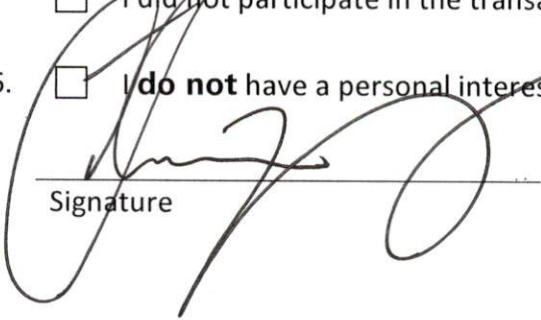
I am able to participate in this transaction fairly, objectively, and in the public interest.

or

I did not participate in the transaction.

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

Signature



Date

12 DEC 2024