

**BOARD FOR BRANCH PILOTS MEETING
MINUTES**

The Virginia Board for Branch Pilots met on September 12, 2013, 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
Captain John A. Morgan, Jr.
Christine N. Piersall
Meade G. Stone, Jr.

Board members Charles R. Amory, Jr., Thomas P. Host, III and Patrick B. McDermott were not present for the meeting.

Staff present for the meeting was:

Kathleen R. (Kate) Nosbisch, Executive Director

Joshua N. Lief, Senior Assistant Attorney General was present from the Office of the Attorney General.

Finding a quorum of the Board present, Mr. Stone, President, called the meeting to order at 10:30 a.m.

Call to Order

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

**Approval of
Agenda**

Captain Callis moved to approve the minutes from the July 31, 2013, board meeting. Captain Morgan seconded the motion which was unanimously approved by Messrs., Mme. and Captains: Callis, Cofer, Edmunds, Morgan, 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 September 12, 2013. The following report was made:

**Exam
Administrators
Report**

Joseph M. Schacherer III

Joseph M. Schacherer III, has successfully completed the Virginia Pilot Association Apprenticeship Training Program. Captain Schacherer provided a chart sketch of the sealanes and answered oral questions related to the raise in grade. The subjects included safe anchoring positions in Lynnhaven and Sewell's Point, anchoring deep loaded vessels, tidal sailings and arrivals, under keel clearance, deep-water route, naval nomenclature and chain of command, and safe vessel speed. During his tenure as a limited Branch Pilot,

Captain Schacherer has been on 2,254 ships. Captain Schacherer stood a good examination and was found to be qualified. Captain Callis moved that Captain Schacherer be raised from a Hotel classification (64,000 gross tons and 46 feet maximum draft) to a Branch Pilot. Captain Morgan seconded the motion which was unanimously approved by Messrs., Mme. and Captains: Callis, Cofer, Edmunds, Morgan, Piersall and Stone.

Captain Callis indicated that Captain Schacherer did an excellent job. Captain Cofer shared Captain Schacherer's off shore chart with the Board. Mr. Stone congratulated Captain Schacherer and presented him with his unlimited branch pilot license. Photos were taken to commemorate the event.

As discussed at the July 31, 2013, Board meeting, Mr. Lief provided suggested language changes to the regulations. Board members requested the information from Mr. Lief be sent to them electronically for their further review along with a copy of the current regulations. Board members will provide comments to Mr. Lief via electronic mail prior to the December 17 board meeting, at which time the proposed language will be discussed in detail.

Regulatory Update

Captain Cofer introduced Captain David Ware, Chairman of the Apprenticeship Committee of the Virginia Pilot Association. Captain Cofer asked that the Board review proposed changes to the apprenticeship program over the next three months, to be adopted at the December meeting. Captain Cofer indicated that Board members will be provided a copy of the apprentice manual to review in preparation for December's meeting.

Apprenticeship Proposal

Captain Ware informed the Board that the current two year, 104 week apprenticeship program was not enough time to complete the requirements, as it has been necessary to include additional training due to changes in the profession. Captain Ware reported that a six week 'pre-apprenticeship' had been added prior to the start of the current apprentices. There is a minimum of 500 ships in the first two years of the apprenticeship, and a one week class in Louisiana for escort/tractor tugs, not previously in the program, has been added.

Ms. Piersall moved to adopt the following meeting and examination dates for 2014:

Consideration of 2014 Meeting Dates

- January 30, 2014, Examination Administrators Meeting and Branch Pilots Board Meeting;
- July 31, 2014, Examination Administrators Meeting and Branch Pilots Board Meeting;
- September 11, 2014, Examination Administrators Meeting and Branch Pilots Board Meeting (tentative);
- December 9 & 10, 2014, Renewals; and
- December 16, 2014, Branch Pilots Board Meeting.

Captain Morgan seconded the motion which was unanimously approved by Messrs., Mme. and Captains: Callis, Cofer, Edmunds, Morgan, 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 11:16 a.m.

Adjourn



Meade G. Stone, Jr., 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 September 12, 2013

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

9-12-13
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 September 12, 2013

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, III
Signature

9/12/13
Date

**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 September 12, 2013

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

9/12/13

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 September 12, 2013

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.

Meade G. Stone, Jr.

Signature

9-12-2013

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 September 12, 2013

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

9/12/2013
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 September 12, 2013

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

Sept 12, 2013
Date