

**BOARD FOR BRANCH PILOTS MEETING
MINUTES**

The Virginia Board for Branch Pilots met on Friday, June 14, 2019, at the Virginia Port Authority, 600 World Trade Center, Norfolk, Virginia, with the following members present:

Captain E. Waightstill Avery
Captain Robert H. Callis, III
Captain J.W. Whiting Chisman, III
Captain J. William Cofer
Michael Coleman, Esq.
Thomas P. Host, III
Patrick B. McDermott
Christine N. Piersall

Board member, I. Vincent Behm, Jr., was not present with regrets.

Staff present for all or part of the meeting were:

Mary Broz-Vaughan, Acting Director
Kathleen R. Nosbisch, Executive Director

Elizabeth Peay, Assistant Attorney General, was present from the Office of the Attorney General.

Members of the Audience included:

William Burket Jr., Virginia Port of Authority, Director, MIRT and Emergency Operations
Mark Coberly, Manager, Maritime Law Department, Representative from Vandeventer Black

Finding a quorum of the Board present, Ms. Piersall, President, called the **Call to Order** meeting to order at 10:30 a.m.

Mr. Burket of the Virginia Port Authority (VPA) advised the Board of the emergency evacuation procedure and where first aid and emergency medical equipment could be located. **Safety Evacuation Instructions**

Captain Callis moved to approve the agenda. Mr. Host seconded the motion which was unanimously approved by Messrs., Mme. and Captains: Avery, Callis, Chisman, Cofer, Coleman, Host, McDermott, and Piersall. **Approval of Agenda**

Mr. Coleman moved to approve the amended minutes from the March 15, 2019 Board meeting. Mr. McDermott seconded the motion which was unanimously approved by Messrs., Mme. and Captains: Avery, Callis, Chisman, Cofer, Coleman, Host, McDermott, and Piersall. **Approval of Minutes**

There were no public comments.

Public Comment

Period

At the last meeting, Captain Schacherer presented a proposal from the Virginia Pilot Association Board of Directors to increase the tonnage and draft limitation categories and duration of Limited Branch licenses for consideration for approval at this meeting. Captain Chisman reviewed the recommendations for the Board's consideration.

Proposal to Review Categories for Limited Branch Pilot Tonnage and Draft for March Meeting, letter dated September 27, 2018

Increase in Tonnage and Draft

License	Previous Gross Tons / Draft	Approved Gross Tons / Draft
Alpha	21,000gt / 27'	25,000gt / 28'
Bravo	33,000gt / 30'	34,000gt / 31'
Charlie	38,000gt / 33'	38,000gt / 34'
Delta	44,000gt / 35'	45,000gt / 36'
Echo	52,000gt / 37'	55,000gt / 39'
Foxtrot	57,000gt / 41'	65,000gt / 42'
Golf	68,000gt / 43'	75,000gt / 44'
Hotel	75,000gt / 46'	91,000gt / 47'

Change in License Durations

License	Previous Length in Months	Approved Length in Months
Alpha	3	3
Bravo	3	3
Charlie	6	3
Delta	6	3
Echo	6	6
Foxtrot	6	6
Golf	3	6
Hotel	3	6

He stated the increase is consistent with what the Board approved in 2006, 2011, and 2017. When current Echo Limited Branch Pilots test for Foxtrot license, the new draft/gross tonnage categories will apply, however the duration of the licenses will remain on the old schedule. The new schedules for gross tonnage and draft and the new schedule for duration of license will both apply to apprentice applicants sitting for an initial license in 2020. After further review, discussion and consideration of the health, safety and welfare of the citizens of the Commonwealth, Mr. McDermott moved to adopt the proposed increases in gross tonnage and draft and the proposed change in license durations for the limited branch pilot licenses. Captain Avery seconded the motion which was unanimously approved by Messrs. and Captains: Avery, Callis, Chisman, Cofer, Coleman, Host, McDermott, and Piersall.

Ms. Nobsbisch informed the Board that the unexpired term of President filled by Ms. Piersall upon Mr. Stone's retirement, expired May 31, 2019. Ms. Nobsbisch stated that as the Board has not met since then, elections were to be held. The terms are for four years. Captain Chisman nominated Ms. Piersall as President. Captain Callis seconded the motion. As there were no other nominations from the floor, Ms. Nobsbisch closed the nominations. Ms. Piersall was unanimously approved by Messrs., Mme. and Captains: Avery, Callis, Chisman, Cofer, Coleman, Host, McDermott, and Piersall. Mr. McDermott nominated Captain Cofer as Vice President. Mr. Host seconded the motion. As there were no other nominations from the floor, Ms. Nobsbisch closed the nominations. Captain Cofer was unanimously approved by Messrs., Mme. and Captains: Avery, Callis, Chisman, Cofer, Coleman, Host, McDermott, and Piersall. The Board congratulated Ms. Piersall and Captain Cofer.

**Election of
President and
Vice President**

Ms. Nobsbisch stated Mr. Host and his brother, David, received the Distinguished Service Award at the Virginia Maritime Association Annual Banquet. Mr. Host stated his father received the same award in 1981. He stated he and his brother were honored to be recipients of this prestigious award.

**Virginia
Maritime
Association,
Annual Banquet
Update**

Ms. Nobsbisch stated the statistics were provided for informational purposes.

Port Stats

Ms. Nobsbisch stated the advertisement was provided for informational purposes. Captain Cofer stated the dredging to 55 feet will begin next year, and will be a four to five year project. He stated after dredging is completed, the channel will be the only two way navigation for ultra large container vessels (ULCV) on the East coast.

**We're Building
the Capacity for
Greatness**

Ms. Nobsbisch informed the Board that every four years, the Board is required to conduct a periodic review of the regulations and public participation guidelines. The review is to ensure the regulations: are supported by statutory authority, are necessary for the protection of the health, safety and welfare of the public, are clearly written and easily understood, and ensure the economic impact on small business is minimized as much as possible. Public Comment will be accepted August 19 through September 9, 2019 and shared with the Board at the next meeting.

**Periodic
Regulatory
Review**

Ms. Nobsbisch stated the financial statements were provided for informational purposes.

**Financial
Statements**

Ms. Nobsbisch reported there will be board member orientation held on October 3-4, 2019 in Midlothian; to save the date and more information will be forthcoming.

Other Business

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

**Conflict of
Interest Forms**

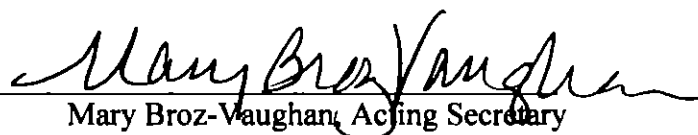
and Travel
Vouchers

There being no further business, the meeting was adjourned at 10:57 a.m.

Adjourn



Christine Piersall, President



Mary Broz-Vaughan, Acting Secretary

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

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

1. Name: E. Waightstill Avery
2. Title: Board Member
3. Agency: Board for Branch Pilots
4. Meeting/IFF Date: Board Meeting June 14, 2019

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.

E. W. Avery
Signature

6/14/19
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 14, 2019

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

6/14/19
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 14, 2019
5. I have a personal interest in the following transaction:

Nature of Personal Interest Affected by Transaction:

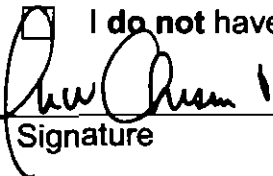
I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

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

6-14-19

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 14, 2019

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.W. Cofer
Signature

6-15-19
Date

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

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

1. Name: Michael W. Coleman
2. Title: Board Member
3. Agency: Board for Branch Pilots
4. Meeting/IFF Date: Board Meeting June 14, 2019

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:


N/A

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

6/14/19
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 14, 2019

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

Nature of Personal Interest Affected by Transaction:

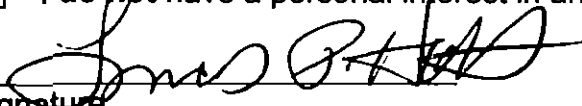
I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

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

6-14/19
Date

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

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

- 1. Name: Patrick B. McDermott
- 2. Title: Board Member
- 3. Agency: Board for Branch Pilots
- 4. Meeting/IFF Date: Board Meeting June 14, 2019

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.

Patrick B. McDermott
Signature

6-14-2019
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 14, 2019

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

6/14/2019
Date