

**Regulatory Review Committee of the  
BOARD FOR BRANCH PILOTS  
MEETING MINUTES**

The Regulatory Review Committee of the Virginia Board for Branch Pilots met on April 30, 2024, at the Virginia Port Authority, 600 World Trade Center, Norfolk, Virginia, with the following members present:

Aaron Anseeuw  
Captain E. Waightstill Avery  
Captain J.W. Whiting Chisman, III  
Michael W. Coleman

Kishore Thota, Director, Brian Wolford, Chief Deputy Director, and Steve Kirschner, LRPD Deputy Director, were not present at the meeting with regrets.

Staff present for all or part of the meeting were:

Kate Nobsch, Executive Director  
Ecila Williams, Licensing Operations Administrator  
John Robertson, IV, Communications and Digital Media Manager

Elizabeth Peay, Assistant Attorney General, was not present with regrets.

Mr. Coleman called the meeting to order at 2:41 p.m.

**Call to Order**

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

**Emergency  
Evacuation**

Captain Avery moved to approve the agenda. Mr. Anseeuw seconded the motion which was unanimously approved by Mr. Anseeuw, Mr. Coleman and Captains Avery and Chisman.

**Approval of  
Agenda**

There was no one present for public comment.

**Public Comment  
Period**

The Committee began a review of proposed additional regulatory changes suggested by Mr. Haughwout, Regulatory Affairs Manager. The Committee reviewed the suggested changes and took no further action, however the Committee identified four additional changes for further consideration.

**SRRC Regulatory  
Review**

There was no other business.

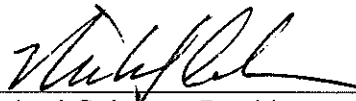
**Other Business**

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 2:59 p.m.

**Adjourn**



\_\_\_\_\_  
Michael Coleman, President



\_\_\_\_\_  
Kishore S. Thota, Secretary

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

TRANSACTIONAL DISCLOSURE STATEMENT  
for Officers and Employees of State Government

1. Name: Aaron Anseeuw
2. Title: Board Member
3. Agency: Board for Branch Pilots
4. Meeting/IFF Date: Major Incident Response Plan Committee Meeting & Regulatory Review Meeting April 30, 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:

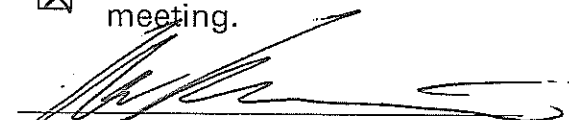
\_\_\_\_\_

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

2024-04-30  
Date

**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: Major Incident Response Plan Committee Meeting & Regulatory Review Meeting April 30, 2024

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

*N/A*

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Nature of Personal Interest Affected by Transaction:

*N/A*

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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*

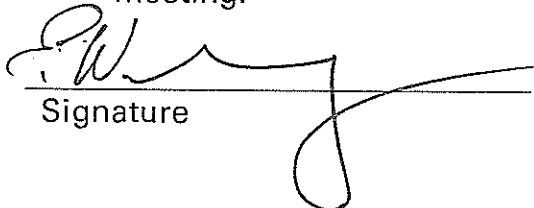
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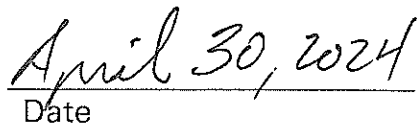
I am able to participate in this transaction fairly, objectively, and in the public interest.

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.W. Whiting Chisman III
2. Title: Board Member
3. Agency: Board for Branch Pilots
4. Meeting/IFF Date: Major Incident Response Plan Committee Meeting & Regulatory Review Meeting April 30, 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:

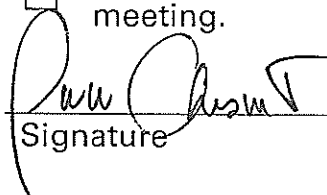
\_\_\_\_\_

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

4-30-24  
\_\_\_\_\_  
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: Major Incident Response Plan Committee Meeting & Regulatory Review Meeting April 30, 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:


\_\_\_\_\_

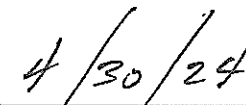
I am able to participate in this transaction fairly, objectively, and in the public interest.

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

