

<p><u>APPROVED MINUTES</u> <u>RHODE ISLAND STATE PILOTAGE COMMISSION MEETING</u> Thursday, March 7, 2019 Held at 235 Promenade Street, Room 250 Providence, RI 02908</p>	
<p><u>MEMBERS IN ATTENDANCE</u></p> <p>Capt. E. Howard McVay, Chair Capt. Peter Fritz, Vice Chair Frank Floor, RIDEM, Member Dean Hoxie, RIDEM, Member</p>	<p><u>OTHERS IN ATTENDANCE</u></p> <p>Atty. Hoefsmit, RIDEM, Commission's Legal Counsel Sean Bogus, Director NEMP Paul Costabile, Executive Director, NEMP</p>

I. REVIEW OF PREVIOUS MEETING MINUTES

A regular monthly meeting of the RI State Pilotage Commission was called to order at approximately 9:30am on Thursday, March 7, 2019 at the headquarters of the RIDEM, Division of Law Enforcement. A quorum was present; the Commissioners reviewed the February 14, 2019 minutes. Member Frank Floor **MOVED** to accept the minutes per Atty. Hoefsmit's revision in section II.6. * Vice Chair Fritz **SECONDED** the **MOTION**. Vote was **UNANIMOUS**, 4-0 to approve.

II. OLD BUSINESS

- 1) **Pilot Training Advisory**: Vice Chair Frtiz explained to Capt. Costabile and Capt. Bogus that the pilot training materials are a review of the Rules of the Road. He advised that he will include a cover letter with the packet asking each pilot to reply by email to the commission secretary confirming that they have received the materials. He reiterated that this is a review and it is **not** a test, and therefore, the pilots can read the materials and answer the questions at their leisure. The Vice Chair also talked about recent accidents when a pilot was on board the vessel. He added that he doesn't think there is a rise in accidents, but however; there is more focus and attention to what's going on.

Chair McVay added that he would like to send out a court case to the pilots every six months and then send a *Rules of the Road* refresher once or twice a year.

Capt. Costabile stated that they (NEMP) are also looking at accidents that are currently happening, and the pilots are refreshing themselves with the rules of the road.

- 2) **Review of Pilot Certificates and Expirations Dates**: Chair McVay stated that while he and Capt. Bogus were at the APA Trustees' meeting, the executive director advised that they do not know when the RADAR refresher certificate will no longer be required. The pilots will continue to take the refresher and submit their certificates to the commission.

* February draft minutes (II. 6) were revised and approved by Atty. Hoefsmit previous to the March meeting.

III. PILOT UPGRADE REQUEST

- 1) The Chair stated that Capt. Harper sent a letter to the commission requesting that he be approved from 30-foot draft to 32-foot draft. While the commissioners reviewed Capt. Harper's schedule, Chair McVay stated that he was very impressed with Dale's accomplishments.

Capt. Bogus pointed out that it is the Pilots' intent to help the pilot (in training) to gain as much experience as they need to help them move up in draft. He stated that in many cases Dale's schedule reflects work that allowed him rides to help him advance.

The Chair then entertained a motion to approved Capt. Harper's upgrade. Vice Chair Fritz made a **MOTION** to approved Dale Harper from a 30-foot draft to a 32-Foot draft. Commissioner Floor **SECONDED** the **MOTION**. Vote was **UNANIMOUS. 4-0 in favor.**

IV. OTHER COMMENTS

- 1) **Apprentice Evaluation Form:** The Chair advised to both Capt. Costabile and Capt. Bogus that Dale Harper attended the February meeting and gave his comments on the Apprentice Evaluation Form and how it can be improved. McVay explained that Capt. Harper commented saying that after 3-6 months in the program, he felt it was unnecessary for the Sr. pilot to check off all the boxes because it was too repetitive. He said that Dale suggested having a first-level evaluation form and then a second-level evaluation form. Commissioner Floor added that the comments' section on the form was particularly important to him when evaluating the pilots. Chair McVay stated that the other commissioners agreed with Capt. Harper's suggestions.

The Chair also advised that another recommendation that Capt. Harper suggested was to put the form in electronic format. Discussions continued.

- 2) **Exploring Harassment Policy:** The Chair advised of an incident where an out-of-state pilot on board a cruise ship was being sued for harassment. The commissioners and pilots discussed whether there should be policy in the state regulations that addresses harassment of pilots. Chair McVay said he would research to see if other commissions are addressing the issue.
- 3) **Commission Member's Appointment Confirmations:** Commissioner Hoxie advised that He has formally been appointed as Deputy Director (for the DEM, Bureau of Natural Resources) and Commissioner Floor has also been confirmed as the Chief of Parks and Recreation for RIDEM.

V. NEW BUSINESS

No new business

VI. ADJOURMENT

There being no further business to discuss, the meeting adjourned at approximately 10:30 a.m. Chair McVay **MOVED** to adjourn the meeting. Member Dean Hoxie **SECONED** the **MOTION**. Vote was **UNANIMOUS, 4-0 to adjourn**.

Remaining Scheduled Dates:	Th, May 2	Th, Aug. 1	Th, Nov. 7
	Th, Jun. 6	Th, Sep. 5	Th, Dec. 5
	Th, Jul. 11	Th, Oct. 3	

Meeting dates are subject to change