

**BOARD FOR BRANCH PILOTS MEETING  
MINUTES**

The Virginia Board for Branch Pilots met on Friday, July 30, 2010, at the Virginia Port Authority, 600 World Trade Center, Norfolk, Virginia, with the following members present:

Charles R. Amory, Jr.  
Captain Robert H. Callis, III  
Bruce R. Cherry  
Captain J. William Cofer  
Captain Milton B. Edmunds  
Thomas P. Host, III  
William M. Martin, III  
Captain John A. Morgan, Jr.  
Meade G. Stone, Jr.

Staff present for the meeting were:

Gordon N. Dixon, Director  
Kathleen (Kate) R. Nosbisch, Executive Director

There was no representative present from the Office of the Attorney General.

Finding a quorum of the Board present, Mr. Cherry, President, called the meeting to order at 9:35 a.m.

Call to Order

Mr. Cherry asked Mr. Martin to introduce new board member Mr. Charles R. Amory, Jr., who is filling the seat vacated by The Honorable Douglas E. Miller. Mr. Martin provided a brief biography outlining Mr. Amory's career. Mr. Cherry welcomed Mr. Amory to the Board.

Introduction of  
New Board  
Member

Captain Callis moved to approve the agenda. Mr. Martin seconded the motion which was unanimously approved by Messrs. and Captains: Amory, Callis, Cherry, Cofer, Edmunds, Host, Martin, Morgan and Stone.

Approval of  
Agenda

Mr. Martin moved to have the minutes from the April 29, 2010, meeting approved. Mr. Stone seconded the motion which was unanimously approved by Messrs. and Captains: Amory, Callis, Cherry, Cofer, Edmunds, Host, Martin, Morgan and Stone.

Approval of  
Minutes

Mr. Martin moved to have the minutes from the April 29, 2010, formal hearing approved. Mr. Stone seconded the motion which was unanimously approved by Messrs. and Captains: Amory, Callis, Cherry, Edmunds,

Host, Martin, Morgan and Stone. Captain Cofer abstained from voting.

Mr. Host moved to have the minutes from the June 14, 2010, reconvened hearing approved. Mr. Stone seconded the motion which was unanimously approved by Messrs. and Captains: Amory, Callis, Cherry, Edmunds, Host, Martin, Morgan and Stone. Captain Cofer abstained from voting.

Captain Callis provided the Board with a report of the examinations conducted by the Examination Administrators on July 29, 2010. The following report was made:

Exam  
Administration  
Report

William G. Saunders, Jr.

Mr. Saunders has successfully completed his first two years of the Virginia Pilot Association's apprenticeship program. Mr. Saunders answered oral questions related to the initial license. The subjects included courses and distances from Cape Henry to the James River Bridge and Hospital Point, the master/pilot exchange of information, local traffic, safe vessel speed, restricted visibility, bridge clearances and restrictions, overtaking situations, docking and undocking situations, mooring procedures, safe anchoring positions in Lynnhaven, Sewell's Point and Newport News, anchoring techniques, fatigue, license limitations, reportable incidents and the duties of a pilot. Mr. Saunders received his degree in Mechanical Engineering from Virginia Military Institute. Mr. Saunders attended the Advanced Manned Model Ship Handling course, a five day course, at the Warsash Maritime Academy in Hampshire, England. During his tenure as an apprentice, Mr. Saunders has trained aboard 611 ships. Mr. Saunders stood a good examination and was found to be qualified. Captain Callis moved that Mr. Saunders be granted a limited branch pilot license with an Alpha classification (16,000 gross tons and 25 feet maximum draft). Mr. Host seconded the motion which was unanimously approved by Messrs. and Captains: Amory, Callis, Cherry, Cofer, Edmunds, Host, Martin, Morgan and Stone.

Joseph M. Schacherer III

Mr. Schacherer has successfully completed his first two years of the Virginia Pilot Association's apprenticeship program. Mr. Schacherer answered oral questions related to the initial license. The subjects included courses and distances from Cape Henry to the James River Bridge and Hospital Point, the master/pilot exchange of information, local traffic, safe vessel speed, restricted visibility, bridge clearances and restrictions, overtaking situations, docking and undocking situations, mooring procedures, safe anchoring positions in Lynnhaven, Sewell's Point and

Newport News, anchoring techniques, fatigue, license limitations, reportable incidents and the duties of a pilot. Mr. Schacherer received his degree in Logistics from the United States Merchant Marine Academy. Mr. Schacherer attended the Advanced Manned Model Ship Handling course, a five day course, at the Warsash Maritime Academy in Hampshire, England, and also has his Chief Mate's License. During his tenure as an apprentice, Mr. Schacherer has trained aboard 610 ships. Mr. Schacherer stood a good examination and was found to be qualified. Captain Callis moved that Mr. Schacherer be granted a limited branch pilot license with an Alpha classification (16,000 gross tons and 25 feet maximum draft). Captain Morgan seconded the motion which was unanimously approved by Messrs. and Captains: Amory, Callis, Cherry, Cofer, Edmunds, Host, Martin, Morgan and Stone.

Mr. Saunders and Mr. Schacherer introduced their families and guests to the Board.

The Board recessed from 9:55 a.m. to 10:05 a.m., which gave everyone an opportunity to review the navigation charts submitted by the two Alpha license applicants.

Mr. Martin presented Mr. Saunders with his license and congratulated him on his accomplishment. Mr. Saunders addressed the members of the Board and thanked them for the opportunity.

Mr. Martin presented Mr. Schacherer with his license and congratulated him on his accomplishment. Mr. Schacherer addressed the members of the Board and thanked them for the opportunity and privilege.

#### January N. Collins

Captain Collins answered oral questions related to the raise in grade. The subjects included safe anchoring positions in Lynnhaven and Sewell's Point, inner harbor transits, vessel interaction during overtaking and meeting situations, bank suction and cushion, and safe vessel speed. Captain Collins stood a good examination and was found to be qualified. Captain Callis moved that Captain Collins be raised from an Echo classification (36,000 gross tons and 34 feet maximum draft) to a Foxtrot classification (40,000 gross tons and 38 feet maximum draft). Captain Cofer seconded the motion which was unanimously approved by Messrs. and Captains: Amory, Callis, Cherry, Cofer, Edmunds, Host, Martin, Morgan and Stone.

Benjamin L. Speckhart

Captain Speckhart answered oral questions related to the raise in grade. The subjects included safe anchoring positions in Lynnhaven and Sewell's Point, inner harbor transits, vessel interaction during overtaking and meeting situations, bank suction and cushion, and safe vessel speed. Captain Speckhart stood a good examination and was found to be qualified. Captain Callis moved that Captain Speckhart be raised from a Echo classification (36,000 gross tons and 34 feet maximum draft) to a Foxtrot classification (40,000 gross tons and 38 feet maximum draft). Mr. Host seconded the motion which was unanimously approved by Messrs. and Captains: Amory, Callis, Cherry, Cofer, Edmunds, Host, Martin, Morgan and Stone.

David B. Ware

Captain Ware answered oral questions related to the extension of route. The subjects included the courses and distances from Cape Henry to Pages Rock, local traffic, safe vessel speed, tidal ranges, transit times for high water arrival in the York River channel, pier characteristics, bridge clearances and restrictions, safe anchoring positions in Yorktown and Cape Charles. Captain Ware stood a good examination and was found to be qualified. Captain Callis moved that Captain Ware be granted an extension of route from the Cape Henry to Pages Rock, upon the York River. Mr. Host seconded the motion which was unanimously approved by Messrs. and Captains: Amory, Callis, Cherry, Cofer, Edmunds, Host, Martin, Morgan and Stone.

Joseph R. McKnew

Captain McKnew answered oral questions related to the extension of route. The subjects included the courses and distances from the James River Bridge to Hopewell and a detailed description of piloting the upper part of the James River from Hopewell to Richmond with regard to safe vessel placement in anticipation of bank cushion and suction in narrow turns, local traffic, docking and undocking at all berths in different stages of current, bridge clearances, emergency anchoring positions and safe vessel speed. Captain McKnew stood a good examination and was found to be qualified. Captain Callis moved that Captain McKnew be granted an extension of route from the James River Bridge to Richmond, upon the James River. Mr. Amory seconded the motion which was unanimously approved by Messrs. and Captains: Amory, Callis, Cherry, Cofer, Edmunds, Host, Martin, Morgan and Stone.

Adam L. Halstead

Captain Halstead answered oral questions related to the raise in grade. The subjects included safe vessel speed, safe anchoring positions in Lynnhaven and Sewell's Point, use of the auxiliary channels, small boat traffic and restricted visibility. Captain Halstead stood a good examination and was found to be qualified. Callis moved that Captain Halstead be raised in grade from a Charlie classification (28,000 gross tons and 30 feet maximum draft) to a Delta classification (32,000 gross tons and 32 feet maximum draft). Mr. Host seconded the motion which was unanimously approved by Messrs. and Captains: Amory, Callis, Cherry, Cofer, Edmunds, Host, Martin, Morgan and Stone.

Charles A. Huffman V

Captain Huffman answered oral questions related to the raise in grade. The subjects included safe vessel speed, safe anchoring positions in Lynnhaven and Sewell's Point, use of the auxiliary channels, small boat traffic and restricted visibility. Captain Huffman stood a good examination and was found to be qualified. Callis moved that Captain Huffman be raised in grade from a Charlie classification (28,000 gross tons and 30 feet maximum draft) to a Delta classification (32,000 gross tons and 32 feet maximum draft). Mr. Amory seconded the motion which was unanimously approved by Messrs. and Captains: Amory, Callis, Cherry, Cofer, Edmunds, Host, Martin, Morgan and Stone.

Captain Edmunds introduced the following resolution from the Board for Branch Pilots to be presented to Jay DeBoer for his service as Director of DPOR, and thus as Secretary to the Board for Branch Pilots.

Resolution for Jay  
W. DeBoer

RESOLUTION IN HONOR OF  
*Jay W. DeBoer*

WHEREAS, Jay W. DeBoer, did faithfully and diligently serve as the Director of the Department of Professional and Occupational Regulation 2006 to 2010; and thus, as Secretary to the Board for Branch Pilots; and

WHEREAS, Jay W. DeBoer, did devote generously of his time, talent and leadership to the Board; and

WHEREAS, Jay W. DeBoer, did endeavor at all times to render assistance and advice to the Board with fairness and good judgment so as to promote and preserve the best interests of our citizens and the profession of piloting in Virginia; and

WHEREAS, the Virginia Board for Branch Pilots acknowledges its gratitude for devoted service of a person who is held in high esteem by the members of the Board and the citizens of the Commonwealth;

NOW THEREFORE BE IT RESOLVED, this 30<sup>th</sup> day of July 2010, that the Virginia Board for Branch Pilots expresses utmost regard and respect for **Jay W. DeBoer**, and his professional legacy to this Board; and, so that all may know of the Board's depth of its expression, it is ordered that this resolution be spread upon the official minutes of the Board and that a copy hereof be presented to **Jay W. DeBoer**.

Captain Edmunds moved to adopt the resolution. Mr. Stone seconded the motion which was unanimously approved by Messrs. and Captains: Amory, Callis, Cherry, Cofer, Edmunds, Host, Martin, Morgan and Stone.

Mr. Martin moved to adopt the following meeting and examination dates for 2011:

**Consideration of  
2011 Meeting Dates**

Tuesday, February 1, 2011, Examination Administrators Meeting;  
Wednesday, February 2, 2011, Branch Pilots Board Meeting;  
Thursday, April 28, 2011, Examination Administrators Meeting and  
Branch Pilots Board Meeting;  
Thursday, July 28, 2011, Examination Administrators Meeting;  
Friday, July 29, 2011, Branch Pilots Board Meeting;  
Tuesday, November 1, 2011, Branch Pilots Board Meeting;  
Tuesday & Wednesday, December 6 & 7, 2011, Renewals; and  
Wednesday, December 14, 2011, Branch Pilots Board Meeting.

Captain Callis seconded the motion which was unanimously approved by Messrs. and Captains: Amory, Callis, Cherry, Cofer, Edmunds, Host, Martin, Morgan and Stone.

Ms. Nosbisch discussed the 45 day temporary licensure bill (SB 474) passed by the 2010 General Assembly. Mr. Martin moved to adopt the emergency regulation not to issue the 45 day temporary license. Mr. Stone seconded the motion which was unanimously approved by Messrs. and Captains: Amory, Callis, Cherry, Cofer, Edmunds, Host, Martin, Morgan and Stone.

**Regulatory Review**

Mr. Cherry requested Ms. Nosbisch provide a brief overview of the regulatory process for Mr. Amory.

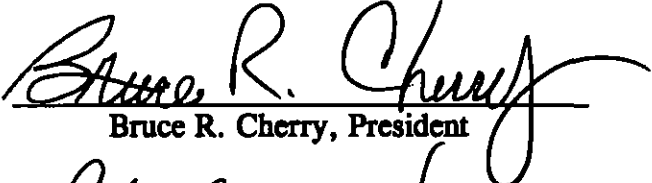
Discussion was held on changing the start time of the board meetings from Other Business 9:30 a.m. to 10:30 a.m., to allow sufficient travel time for Richmond staff. The Board agreed by consensus to the new start time.

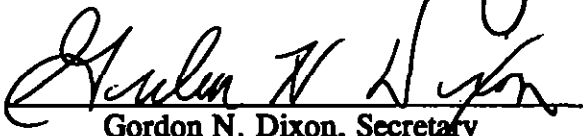
Ms. Nosbisch informed the Board that Cynthia H. Norwood, board counsel, was not present due to military duty.

Conflict of Interest forms were completed by all members present.

Conflict of Interest  
Forms

There being no further business, the meeting was adjourned at 10:25 a.m.. Adjourn

  
Bruce R. Cherry, 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: John A. Morgan, Jr.  
2. Title: Board Member  
3. Agency: Board for Branch Pilots  
4. Meeting/IFF Date: Board Meeting July 30, 2010

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:

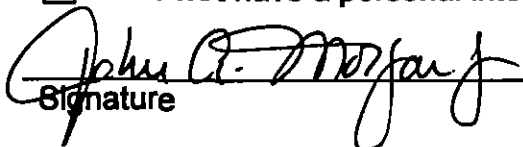
\_\_\_\_\_

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



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

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

1. Name: Bruce R. Cherry  
2. Title: Board Member  
3. Agency: Board for Branch Pilots  
4. Meeting/IFF Date: Board Meeting July 30, 2010

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.

Bruce R. Cherry  
Signature

7/29/10  
Date

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

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

1. Name: Charles R. Amory, Jr.  
2. Title: Board Member  
3. Agency: Board for Branch Pilots  
4. Meeting/IFF Date: Board Meeting July 30, 2010

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.

Charles R. Amory, Jr.  
Signature

7-30-10  
Date

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

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

1. Name: William M. Martin, III
2. Title: Board Member
3. Agency: Board for Branch Pilots
4. Meeting/IFF Date: Board Meeting July 30, 2010

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:

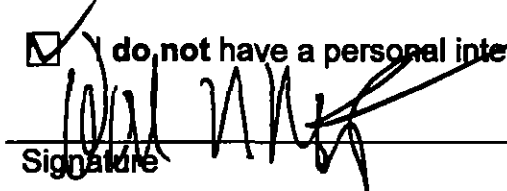
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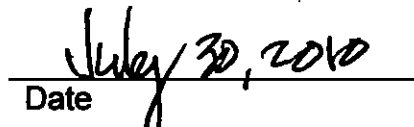
I am able to participate in this transaction fairly, objectively, and in the public interest.

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: Robert H. Callis, III  
2. Title: Board Member  
3. Agency: Board for Branch Pilots  
4. Meeting/IFF Date: Board Meeting July 30, 2010

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 Assn -

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

7/30/2010  
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 July 30, 2010

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.

Thomas P. Host, III  
Signature

7-30-10  
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 July 30, 2010

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  
Signature

7/30/2010  
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 July 30, 2010

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:**

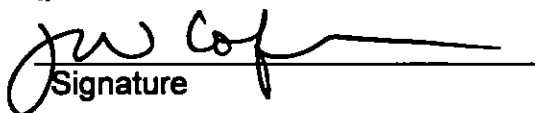
\_\_\_\_\_

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

July 30, 2010  
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 July 30, 2010

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

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**Nature of Personal Interest Affected by Transaction:**

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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:**

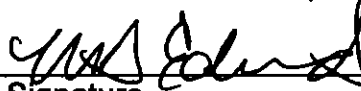
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I am able to participate in this transaction fairly, objectively, and in the public interest.

**or**

I did not participate in the transaction.

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

  
Signature

7/30/10  
Date