



BOARD OF EXAMINERS

New Orleans and Baton Rouge Steamship Pilots for the Mississippi River

Casey E. Clayton
President

Kevin G. Alario
Commissioner

Sharon Ann Geraci
Executive Secretary

Lee A. Jackson
Commissioner

NOVEMBER 3, 2021 QUARTERLY MEETING MINUTES

1. Call to Order

The quarterly meeting was called to order at 9:30 a.m. by President Casey Clayton.

2. Roll Call

Roll call was taken. Board members present were President Casey Clayton, Captain Lee Jackson, and Captain Kevin Alario.

Also present were Ralph Wall, Cory Grant, Jack Capella, and various members of the public.

3. Adoption of Minutes

A motion was made by Captain Alario to approve the August 11, 2021 meeting minutes; seconded by Captain Jackson. The motion was approved.

4. Old Business

a. BOE Office Needs/Lease Adoption

The Board advised that it obtained and presented three bid proposals for office space leases to the state, and the state approved the location on Causeway. The Board was provided with details as to the space and its location and advised as the procedure and current status with state sign-off. Captain Alario made a motion to approve the lease pending a visit to the site by all examiners. Captain Jackson seconded. The motion was approved.

b. 12 Hour Rest/Emergency Rule

The Board noted that the current emergency rule will expire on November 4, 2021, has been in place for two years, and its desire to keep the emergency rule in place until the regulation changes are finalized.

c. Retention of Records Board Policy

Counsel advised as to state requirements for document retention and noted that a draft policy is still being worked on. The Board expressed a desire to be sensitive to personnel records and discussed the types of documents the Board possesses. The Board asked counsel to advise as to how public record requests are affected. Counsel for the Board will research this and other issues.

d. Ethics Class/BOE Members

Board discussed the status of their state ethics training and were reminded to complete all requirements by the end of the year.

e. Anti-Harassment Classes Update

The Board noted that all pilots had been sent notice of the online course which must be completed by the end of the year.

f. Administrative Rules/Proposed Changes

In light of the public hearing held on October 29, 2021, the Board discussed the written and oral comments, questions, and suggestions it received. It also received additional public comment from the members of the public present at the meeting. The Board noted that a special meeting would need to be called and held to make any substantive changes to the Board's initial Notice of Intent, and that if such changes needed to be made, an additional public hearing would also need to be held.

5. New Business

a. Deputy Pilots – Recency; Continuing Education; Restrictions

The Board noted that clarity as to the requirements for the latest class of deputy pilots was needed because they came in in the middle of the five year cycle. Regarding recency, the Board noted that the deputy pilots will have worked 10 months by the end of the year, and that the number of turns they are required to complete should reflect that. Captain Jackson made a motion for deputy pilots to be recent in 2021 if they reach 45 turns. Seconded by Captain Alario. Comment was received from the public. The motion was approved. Regarding continuing education, the Board again noted the abbreviated amount of time the deputy pilots had to complete the required courses but wanted to check with MPI as to the schedule and availability of courses. Regarding restrictions, the Board noted that classes traditionally move up in restriction in 8 month increments but also expressed the desire to ensure that the pilots had sufficient experience. Public comment was received. Captain Jackson made a motion to advance the deputy pilots to the next restriction. Seconded by Captain Alario. The motion was approved.

b. File System Update – Lifetime File; Annual File

The Board advised that its historical files were incomplete and that they have begun requesting missing records from pilots, starting with those commissioned most recently.

The Board noted the need to possess certain documents, such as a pilot's application, forever. The Board also noted that the Board of Review may require this information and that the Bar Pilots are currently undergoing the same process.

c. Recency Update for all NOBRA pilots

The Board noted that most pilots were in good shape for 2021 recency requirements. The Board noted that it would not be having another quarterly meeting prior to the end of the year so any issues would have to be handled remotely and on a case-by-case basis.

d. Pilot Assistance Program

The Board expressed a desire to establish a Pilot Assistance Program to provide resources for pilots if and when they are needed by pilots facing several types of issues. The Board received public comment on this issue.

e. Executive Session

Captain Alario made a motion to go into executive session to discuss the below items; Seconded by Captain Clayton. The Motion was Approved.

- i. Incidents Pending before the Board**
- ii. Individual Pilot Review**
- iii. Investigations Pending**
- iv. Return to Regular Session**

Captain Alario made a motion to return to regular session; Seconded by Captain Jackson. The Motion was Approved.

6. Adjournment

Captain Alario made a motion to adjourn the meeting; Seconded by Captain Jackson. The Motion was Approved.

The meeting was adjourned at 12:20p.m.