

**Board of Pilot Commissioners for the Bays  
of San Francisco, San Pablo, and Suisun**

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JOINT COMMITTEE MEETING:  
PILOT FITNESS AND RULES AND REGULATIONS COMMITTEES  
November 15, 2011  
**MEETING MINUTES**  
**1:00 p.m.**

The Board of Pilot Commissioners Pilot Fitness Committee and Rules and Regulations Committee met jointly on November 15, 2011 at 1:15 p.m. at the Board of Pilot Commissioners office, 660 Davis Street, San Francisco, California. Commissioner Dave Wainwright presided over the meeting with Committee members Commissioner Steve Roberts, Commissioner John Cronin, Brigadier General Chester Ward, MD, MPH, and University of California Associate Clinical Professor Dr. Robert Kosnik present. Members of staff present were Executive Director Allen Garfinkle, Board Counsel Dennis Eagan, Staff Services Analyst Brian Vu and Office Technician Kelly Dolcini. Present in the audience was Board President Mike Miller and San Francisco Bar Pilots (SFBP) Counsel Ray Paetzold. Business, Transportation and Housing (BTH) Acting Secretary Traci Stevens was represented by BTH Deputy General Counsel Gabor Morocz telephonically from Sacramento. Associate Governmental Program Analyst (AGPA) Amanda Esquivias was also participating telephonically.

Open Meeting:

**1. Call to Order and Roll Call.**

Chairman Wainwright called the meeting to order at 1:15 p.m. Commissioner Cronin was present, establishing a quorum for the Rules and Regulations Committee. General Ward and Dr. Kosnik were present, establishing a quorum for the Pilot Fitness Committee.

**2. Approval of Joint Rules and Regulations and Pilot Fitness Committee meeting minutes of November 3, 2011.**

Chairman Wainwright requested approval of the November 3, 2011 minutes. Commissioner Roberts moved approval of the minutes. General Ward seconded the motion, which passed unanimously on a voice vote.

3. **Review and edit as necessary Draft of Pilot Fitness Regulations, provided by BT&H Deputy Counsel Morocz titled “Board Initiated Physical Examination”.**

The Committee reviewed Deputy General Counsel Morocz’ draft and made changes. The Committee also reviewed Board Counsel Eagan’s proposed edits.

4. **Review and edit as necessary Draft of Pilot Fitness Regulations, provided by BT&H Deputy General Counsel Morocz titled “Medical Disability Leave”.**

The Committee has yet to address this agenda item.

5. **Review and edit as necessary Draft of Pilot Fitness Regulations, provided by BT&H Deputy General Counsel Morocz titled “Appeals of Fitness Determinations”.**

The Committee has yet to address this agenda item.

6. **Review and edit as necessary Draft of Pilot Fitness Regulations, provided by BT&H Deputy General Counsel Morocz titled “Qualification Standards for Board Appointed Physicians; Duties of Physicians”.**

The Committee has yet to address this agenda item.

7. **Review and discuss Release and Authorization of medical information to individuals other than Board appointed physicians, such as medical specialists, Board members or Board staff”.**

The Committee has yet to address this agenda item.

8. **Review and discuss what should be included in the “physical examination” referred to item (c) of section titled “Description of Physical Exam” (page 2 of 8 of draft).**

The Committee has yet to address this agenda item.

9. **Review and discuss definition for Physical Examination and Medical Assessment and where these terms should be included in draft regulations.**

The Committee has yet to address this agenda item.

**10. Discuss the NTSB finding that would require local pilot oversight organizations that have not already done so to implement fatigue mitigation and prevent program that (1) regularly inform mariners of the hazards of fatigue and effect strategies to prevent it, and (2) promulgate hours of service rules that prevent fatigue resulting from extended hours of service, insufficient rest within a 24-hour period, and disruption of circadian rhythms.**

With the chairs permission, Commissioner Roberts directed the Committee to view the final report of the NTSB and also the findings and recommendations. He suggested that they collectively assess the current system and also discuss where improvements were needed. He also stated that the Pilot Fitness Committee was ready to address this agenda item in a separate Pilot Fitness Committee meeting if so directed. The consensus of the Joint Committee was that this issue would be more properly addressed by the Pilot Fitness Committee separately at this juncture and, Commissioner Roberts, as chair of that Committee, agreed to call a meeting for that purpose.

The Committee suggested that the Pilot Fitness Committee review:

- SFBP Work Rules and Policies
- Continuing Education
- Minimum Reset Periods

**11. Public Comments on Matters not on the agenda.**

There were none.

**12. Planning agenda items for next committee meeting.**

Agenda Item #10 will be removed and added to the Pilot Fitness Committee agenda.

The next Pilot Fitness Committee meeting is scheduled for November 29, 2011 at 9 a.m.

The next Joint Committee meeting is scheduled for November 30, 2011 at 9 a.m.

**13. Adjournment.**

This committee adjourned at 4:55 p.m.

Respectfully submitted,



Allen Garfinkle  
Executive Director