

Minutes Open Session	Pilot Fitness Committee Meeting	Date: March 24, 2014
Location: Board Offices at 660 Davis Street, San Francisco, CA 94111		Page 1 of 3

Committee members present

K. Michael Miller, Chairman
Captain Joe Long, Commissioner
Brigadier General Chester Ward, MD
University of California Associate Clinical Professor Robert A. Kosnik, MD

Staff present

Allen Garfinkle, Executive Director
Roma Cristia-Plant, Assistant Director
Dennis Eagan, Board Counsel
Sigrid Hjelle, Office Technician
Kelly Dolcini, Staff Services Analyst

Others present

Ray Paetzold, General Counsel, San Francisco Bar Pilots

1. Call to order and roll call

Chairman Miller called the meeting to order at 1:40 p.m.

2. Approval of minutes of the January 14, 2014 Pilot Fitness Committee meeting

Chairman Miller called for a motion to approve the minutes of the January 14, 2014 Pilot Fitness Committee meeting.

MOTION: General Ward moved to approve the minutes of the meeting. Commissioner Long seconded the motion.

ACTION: The motion passed unanimously on a voice vote.

3. Report on status of pilot fitness regulations. (Executive Director Garfinkle)

Board Counsel Eagan reported that the regulations had been approved by the Office of Administrative Law and would become law on April 1, 2014.

Minutes Open Session	Pilot Fitness Committee Meeting	Date: March 24, 2014
Location: Board Offices at 660 Davis Street, San Francisco, CA 94111		Page 2 of 3

4. **Review of the status of contracting with a provider to implement the fitness regime. (Executive Director Garfinkle)**

The Committee discussed the scope of work for the new pilot fitness regulations. Assistant Director Cristia-Plant reported that staff has been in discussion with contracting staff at UC San Francisco. They are determining the exact cost to the Board of the medical monitoring and what functions and services could be subcontracted to entities outside of the UC system.

Chairman Miller asked what would happen if there is not adequate funding in the budget to cover those expenses. Executive Director Garfinkle reported that he did not anticipate that happening; however, if the Board was in danger of going over-budget, cuts could be made in other areas.

Chairman Miller also inquired whether the BOPC would get a rate closer to that negotiated by insurers or if it would pay market rates. Assistant Director Cristia-Plant stated that she believes the inter-agency rate is lower than market rate, but she is in the process of doing research and will have more information after another conference call with UCSF contracting staff.

5. **Review of the most recent scope of work and discussion of various providers identified and their proposed methods of studying pilot fatigue issued as mandated by SB 1408. Possible Committee action to recommend full Board approval of scope of work for purposes of obtaining cost estimates for market research purposes. (Executive Director Garfinkle)**

Chairman Miller reported that he and Board staff had had phone conversations with practitioners since the last meeting. Among topics discussed was the small sample-size of pilots and whether all of them could be enticed to participate in order to get the most accurate results. There was also the unanswered question of how regulations would be implemented upon completion of the study.

The discussion next turned to the cost of the study and the wide range of price figures that had been provided. Executive Director Garfinkle suggested that practitioners should be asked for a maximum price analysis in order to capture all possible evaluation methodologies. The terms of payment were also discussed.

Mr. Paetzold discussed a list of questions he had collected from the SFBP regarding the study. He asked:

1. What information/data will be provided by the actigraph?
2. What is the reliability/accuracy of that info/data?

Minutes Open Session	Pilot Fitness Committee Meeting	Date: March 24, 2014
Location: Board Offices at 660 Davis Street, San Francisco, CA 94111		Page 3 of 3

3. Are there generally accepted criteria for determining the accuracy of the info/data?
4. Do the actigraphs require calibration to ensure their accuracy?
5. How will the info/data be used?
6. Has that use of actigraphy for that purpose been generally accepted by the scientific community? Where documented?
7. To what extent – if any- will the info/data be used to regulate off-duty conduct of pilots? If so, how?
8. If the info/data will be used to regulate on-duty conduct, what value/relevance will the info/data provide in regulating on-duty conduct?
9. What is the minimum number or percentage of the SFBP who would be needed to participate in the actigraph portion of the study to provide meaningful results?

There was a brief discussion of the potential for detail in the study. Chairman Miller advised Board staff to revise the scope of work per the discussion and to seek Board approval for a fiscal impact report.

7. Public comment on matters not on the agenda

There were none

8. Proposals for next month's agenda

There were no proposals for next month's agenda.

9. Adjournment

There being no further business to come before the Committee, it adjourned at 3:31 p.m.

Prepared by: Kelly Dolcini