

Date: September 26, 2017	Board of Pilot Commissioners for the Bays of San Francisco, San Pablo, and Suisun 660 Davis Street, San Francisco, CA 94111 PILOT FITNESS COMMITTEE MEETING MINUTES	Page 1 of 4
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Committee Members Present:

Knute Michael Miller, Committee Chairman and Past Board President
Brigadier General (Ret.) Chester L. Ward, MD
Captain Einar Nyborg, Commissioner and San Francisco Bar Pilot

Committee Members Absent:

Robert Kosnik, MD

Staff Present:

Allen Garfinkle, Executive Director
Roma Cristia-Plant, Assistant Director
Dennis Eagan, Board Counsel
Luis Cruz, Staff Services Analyst

Public Present:

Commissioner George Livingstone, San Francisco Bar Pilot; Captain Joe Long, Port Agent and President, San Francisco Bar Pilots (SFBP); Ray Paetzold, SFBP Business Director-General Counsel; Mike Jacob, Pacific Merchant Shipping Association (PMSA) General Counsel; Dr. Alan Hobbs, San Jose State University Research Foundation; Dr. Erin Flynn-Evans, National Aeronautics and Space Administration (NASA); Captains Richard Hurt and Daniel Larwood, San Francisco Bar Pilots.

OPEN MEETING

1. Call to order and Roll Call. (Chairman Miller)

Chairman Miller called the meeting to order at 11:20 a.m. Staff Services Analyst Cruz called the roll and confirmed a quorum.

**2. Approval of the minutes of Committee meeting held on March 15, 2017.
(Chairman Miller)**

Committee members were presented the minutes from the Committee meeting held on March 15, 2017. Chairman Miller requested minor edits to the minutes. There was no further discussion of the minutes by the Committee members or members of the public.

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MOTION: Dr. Ward moved to approve the minutes of the meeting held on March 15, 2017, as amended. Captain Nyborg seconded the motion.

VOTE: Yes: Miller, Nyborg, and Ward.
No: None.
Abstain: None.

ACTION: The motion was approved.

3. Update on status of San Jose State University Research Foundation work on pilot fatigue study. (Dr. Hobbs, San Jose State University Research Foundation, and Board Staff)

Chairman Miller stated that the pilot fatigue study researchers, with the assistance of Board staff, recently sent out to all pilots a fatigue factors survey. He further stated the Board President and Executive Director subsequently e-mailed a letter to all pilots dated August 30, 2017, and the Executive Director sent out an e-mail to all pilots on September 20, 2017, encouraging the pilots to participate in the survey.

Dr. Hobbs and Dr. Flynn-Evans presented a slide presentation entitled, *Analysis of San Francisco Bar Pilot Dispatch Records: Preliminary Report*, which highlighted important background information pertaining to the fatigue study, a preliminary analysis of the SFBP dispatch records from July 2016 to June 2017, and an overview of the Sleep, Activity Fatigue, and Task Effectiveness (SAFTE) Model, which is designed for the evaluation of different work schedules for fatigue risks and will be used by the researchers in their data analysis. The researchers stated that the SAFTE Model was originally developed for the United States Army and Air Force. The Committee members and members of the public briefly discussed the researchers' preliminary data analysis results, and the researchers clarified the definition of various technical terms used in the presentation.

Dr. Flynn-Evans confirmed that analysis models for fatigue factors are designed to use averages, and that all models have limitations. She confirmed for Executive Director Garfinkle that the SAFTE Model is the most widely used. Dr. Flynn-Evans confirmed for Assistant Director Cristia-Plant that the pilot survey is designed to capture fatigue factors during a high-output work period, and that the researchers intend to send a second survey to the pilots early next year for a follow up to obtain information from the pilots during a low-work period. She further stated the researchers intend to conduct objective monitoring, which includes the collection of sleep and alertness data using portable monitoring equipment, as soon as the researchers can ascertain if there will be sufficient participation among the pilots. Dr. Hobbs noted that researchers are in the process of obtaining further approvals from NASA regarding pilot data obtained confidentially during an objective monitoring phase.

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Dr. Hobbs also thanked the SFBP, and President Joe Long, for arranging for several researchers to participate in rides on various ship movements. He stated that the ride-alongs allowed the researchers to more fully understand the pilot’s job and functions.

Chairman Miller stated he was pleased with the presentation. Captain Nyborg concurred with Chairman Miller, adding that he appreciated the researchers’ attention to detail. During the presentation, several questions arose from the Committee members, Board staff and the public regarding the meaning of terms used by the researchers, including such terms as “work period,” “start times for work periods,” “held time,” and “night and day periods.” Mr. Jacob requested that the final study report clearly define the terms used.

Chairman Miller called for a short recess.

RECESS START TIME: 1:05 p.m.
RESUME OPEN SESSION 1:23 p.m.

4. Review of draft modifications to Board fitness regulations in Title 7, California Code of Regulations sections 217-217.45. Possible Committee recommendation to the Board that it move draft modifications to Board fitness regulations in Title 7, California Code of Regulations sections 217-217.45 on to the Rules and Regulations Committee or a joint Pilot Fitness/Rules and Regulations Committee. (Board Staff)

Board Counsel Eagan reviewed draft amendments to fitness regulations in Title 7, California Code of Regulations § 217-217.45 dated September 26, 2017. The draft regulations proposed edits to various regulation sections to, among other things, identify a time frame of a timely medical assessments and agility tests, propose a “conditional” fit for duty determination, and amend the minimum qualifications for examining physicians. Board Counsel Eagan also stated that the Committee may wish to consider a broader review of the fitness regulations, including clarifying several section headings, revising the dates of some referenced forms, and making other edits. There was a discussion regarding the version dates of the 719K and the NVIC 04-08. Mr. Paetzold offered to research the current forms used by the United States Coast Guard in its license issuance and renewal process.

Board Counsel Eagan inquired if the provisions of the Board’s contract with UCSF required a certain number of physicians. Executive Director Garfinkle responded that the Board’s contract requires UCSF to provide three examining physicians and one medical review officer (MRO), and that only two examining physician are currently available. Assistant

Date: September 26, 2017	Board of Pilot Commissioners for the Bays of San Francisco, San Pablo, and Suisun 660 Davis Street, San Francisco, CA 94111 PILOT FITNESS COMMITTEE MEETING MINUTES	Page 4 of 4
---	--	--------------------

Director Cristia-Plant noted that the physicians' names and resumes are provided in the contract.

The Committee took no action on the proposed draft regulations, and Chairman Miller recommended that Board Counsel, Committee members and others consider the proposed regulation edits, and proposed additional fitness regulation edits at the next Committee meeting.

5. Public comments on matters not on the agenda.

There were no comments from the public.

6. Schedule the next Committee meeting, and proposals for the next Committee meeting agenda.

Chairman Miller asked Board staff to work with Committee members to schedule the next meeting. Executive Director Garfinkle confirmed for Chairman Miller that the same issues discussed at the prior Board and Committee meetings still exist with regard to the availability of physician appointments at the University of California San Francisco (UCSF). Captain Nyborg noted that his personal experiences with the pilot fitness determination process at UCSF has been positive. Chairman Miller requested to add a discussion of the adequacy of the provision of fitness determination services provided by UCSF to the next Committee meeting agenda.

7. Adjournment.

MOTION: Chairman Miller moved to adjourn the meeting. Captain Nyborg seconded the motion.

VOTE: Yes: Miller, Nyborg, and Ward.

No: None.

Abstain: None.

ACTION: The motion was approved and the meeting adjourned at 2:18 p.m.

Submitted by:



Allen Garfinkle, Executive Director