

Date: January 26, 2021	Board of Pilot Commissioners for the Bays of San Francisco, San Pablo, and Suisun 660 Davis Street, San Francisco, CA 94111 PILOT POWER COMMITTEE MEETING MINUTES	Page 1 of 5
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Committee Members Present:

Captain Robert Carr, Commissioner and Committee Chair
Joanne Hayes-White, Board Vice President
Captain John Carlier, Acting Port Agent

Committee Members Absent:

None.

Staff Present:

Allen Garfinkle, Executive Director
Roma Cristia-Plant, Assistant Director
Alethea Wong, Administrative Assistant II

Identified Public Present

Mike Jacob, Pacific Merchant Shipping Association (PMSA) Vice President and General Counsel; Captain Anne McIntyre, San Francisco Bar Pilot (SFBP) Business Director; Jennifer Ferrera Schmid, Commissioner; Karen Tynan, Commissioner; and Michael Anthony.

OPEN MEETING

1. Call to Order and Roll Call. (Chair Carr)

Committee Chair Carr called the meeting to order at 9:31 a.m. Administrative Assistant II Wong called the roll and confirmed a quorum.

2. Approval of the minutes from the Committee meeting held on July 16, 2020. (Chair Carr)

Committee members were presented with the draft minutes from the July 16, 2020, meeting. There was no discussion.

MOTION: President Hayes-White moved to approve the draft minutes of the meeting held on July 16, 2020. Chair Carr seconded the motion.

VOTE: YES: Carr, Carlier, and Hayes-White.
NO: None.
ABSTAIN: None.

ACTION: The motion was approved.

3. Public comment on matters on the agenda or not on the agenda.

There were no comments from the public.

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4. Review the results of the most recent Pilot Retirement Survey sent to pilots in January 2021. (Administrative Assistant II Wong)

Administrative Assistant II Wong reviewed the pilot retirement survey staff report. She noted the following:

- There are currently 51 licensed pilots.
- There are eight trainees in the Pilot Trainee Training Program, with time in the program from 4 to 25 months.
- There are 11 candidates remaining on the 2019 trainee eligibility list, and this list expires on June 26, 2022.
- The retirement survey was conducted on 1/4/2021 through 1/18/2021, and 51 responses were received.
- Sixteen pilots are eligible to retire, and 8 pilots anticipate retiring over the next three years.
- The top 4 responses that would impact a pilot’s decision to retire are:
 - Personal finances.
 - Health or physical demands of piloting work.
 - I want to work as long as I can, and don’t have a retirement date in mind.
 - Issues related to work/rest balance.

Committee Chair Carr wanted the Committee to have more discussions regarding the staff report and if all 11 candidates were to enter the program before the eligibility list expires in June 2022, then he projects the following number of candidates to enter the Pilot Trainee Training Program:

- 3 candidates may join the Pilot Trainee Training Program in March 2021.
- 2 candidates may join the Pilot Trainee Training Program in July 2021.
- 2 candidates may join the Pilot Trainee Training Program in October 2021.
- 2 candidates may join the Pilot Trainee Training Program in January 2022.
- 2 candidates may join the Pilot Trainee Training Program in April 2022.

Committee Chair Carr stated that based on this projected timeline, there is no need to have a Pilot Trainee Training Program Selection Examination before the 2019 eligibility list expires. Executive Director Garfinkle agreed that there is no need to have an earlier exam, and he doesn’t expect to be able to pick up all of the candidates from the 2019 eligibility list because the list has so many candidates.

Executive Director Garfinkle reminded the Committee that the Board had already instructed him to keep the Pilot Trainee Training Program with 8 trainees, and the only exception would be to have more than 8 trainees in the program, but Board staff have not yet received the budget authority to have more than 8 trainees. He reported that if monies are moved around, it may be possible to accept 2 more trainees into the Pilot Trainee Training Program in the current Fiscal Year 2020-21, and if the recently submitted budget change proposal were to be

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approved, Board staff will have budget authority to accept up to 10 trainees in the Pilot Trainee Training Program beginning on July 1, 2021. Assistant Director Cristia-Plant added that on the Board agenda scheduled for January 28, 2021, there is an agenda item to amend the Artelia contract, to extend the contract for a year, since no funds were used or expected to be used, to send pilots to the manned model training during the past year due to the pandemic. She added that Board staff is expecting to send 12 pilots for manned model training in May and June 2021. She clarified that if the Board approves the contract amendment for Artelia, the money will be available to be moved to the trainee budget, and accept up to 2 more trainees into the Pilot Trainee Training Program, beginning in March 2021.

Committee Chair Captain Carr reported that he had spoken with the Pilot Evaluation Committee (PEC) Chair Captain Teague of the possibility of accepting additional candidates into the Pilot Trainee Training Program on a temporarily basis and not a permanent basis. He reported that he and PEC Chair Captain Teague spoke and both agreed on the flexibility of accepting more trainees into the program temporarily, to keep the Pilot Trainee Training Program full when trainees are transitioning into the graduation phase, and that Captain Teague was in support of possibly having a candidate enter the Pilot Trainee Training Program a month earlier and there is no loss of continuity. He added that the PEC expects to have 5 trainees in the Pilot Trainee Training Program by February 2021, due to anticipated graduations.

Executive Director Garfinkle agreed with Committee Chair Carr and reported that it takes a while for a candidate to enter the Pilot Trainee Training Program. He added that he had already contacted the next three candidates, who are all currently on a work assignment and will need to make arrangements with their current employer to end their work assignments, make travel arrangements to complete their medical assessments at the University of California of San Francisco (UCSF) since they are out-of-state. He added that UCSF usually takes some time to complete the physical, therefore allowing candidates to join the Pilot Trainee Training Program earlier will help maintain the program's continuity. He reported that all three of the candidates with pending offers to train have been instructed to go to UCSF to complete their medical assessments, even though the Board has not yet approved to accept more than 8 trainees into the Pilot Trainee Training Program, nor approved of issuing any trainees with a Certificate of Completion.

SFBP Business Director Captain McIntyre suggested that Executive Director Garfinkle provide a brief review of the process when a trainee enters the Pilot Trainee Training Program for the newer Commissioners, to better help them understand. Executive Director Garfinkle reported that when a trainee completes all their requirements to graduate and the PEC members will review the trainee's progress and determine if the trainee is ready graduate from the Pilot Trainee Training Program. The PEC will make a recommendation to the Board to issue the trainee a Certificate of Completion. Board members will review the documentation and vote if the trainee is ready to graduate from the Pilot Trainee Training Program, and be issued a Certificate of Completion. Afterwards, the trainee is eligible to

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apply for a pilot license, and this is a separate Board action. He further clarified that if there were more trainees graduating, but only one license available to issue, the Board can choose a trainee to license first, and is not required to follow a specific order such as if a trainee entered the program first, then that particular trainee should be issued a license first. He added that in the past, there have been instances when trainees received a Certificate of Completion, but had to wait several months before a license due to the maximum number of pilot licenses already reached. Once a trainee receives a license, the trainee can join SFBP, but is not required to. When there are spots available to accept new trainees into the Pilot Trainee Training Program, Board staff will notify the next candidate(s) on the eligibility list. Board staff contacts the candidate(s) to complete the medical assessments, which is a requirement to enter the Pilot Trainee Training Program. Once the medical assessment is completed, the trainee contracts with the Board to obtain training for one to three years, and the trainee will receive a stipend of \$7,000 per month. If the trainee agrees to the contract and signs it, then Board staff will arrange for the trainee to receive orientation, which includes an in-person meeting review of what is expected of the trainee and the specifics of the Pilot Trainee Training Program. Afterwards, the trainee will attend an orientation at SFBP regarding safety protocols, pilot boat safety, sexual harassment training, and will meet SFBP staff, including the dispatcher. SFBP will discuss the process when joining SFBP so that the trainee knows what to expect after graduating from the Pilot Trainee Training Program. Commissioner Tynan thanked Executive Director Garfinkle for the overview and noted that it was helpful. Executive Director Garfinkle noted that arranging the orientation may take time since it requires Board staff and various SFBP staff and pilots to be available to assist, therefore it is ideal to orient more than one trainee at a time. Everyone involved tries to finish the orientation within a day, so the trainee is able to start training.

Committee Chair Carr shared a comment made by a fellow licensee that the pilot retirement survey doesn't identify if a pilot was interested in turning in their state license prior to their retirement eligibility. He noted that one pilot did turn in their state license prior to his retirement eligibility in 2020, and the pilot who made the suggestion was considering the same path. Committee Chair Carr agreed that the suggestion of adding a question to identify if a pilot is planning to turn in their pilot license prior to their retirement eligibility, will help the Committee when reviewing pilot power issues. He will work with Board staff to revise the questions, and the changes can become effective for the next pilot retirement survey, which will be in July 2021.

5. **Assessment of the adequacy in the current number of pilots and pilot trainees, projected needs through 2024, including reviewing the most recent data required in Title 7, California Code of Regulations, §237(d). Develop possible recommendation to the Board regarding contracting with one or more pilot trainees for participation in the Pilot Trainee Training Program. (Chair Carr)**

Committee Chair Carr reported that Board staff have posted the Section 237(d) report available to everyone and after reviewing the report, he does not have any comments at this time. SFBP Business Director Captain McIntyre reported that the Section 237(d) report for

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2019 was late, and that SFBP will follow-up on the Section 237(d) report for 2020 so that the report is submitted sooner.

7. Public comment on matters not on the agenda.

There were no public comments.

8. Schedule the next Committee meeting, and proposals for the next Committee meeting agenda. (Chair Carr)

Committee Chair Carr suggested that Board staff receive additional approvals and information before the Committee meet again, possibly during the spring.

9. Adjournment.

MOTION: President Hayes-White moved to adjourn the meeting. Committee Chair Carr seconded the motion.

VOTE: YES: Carr, Hayes-White, and Port Agent Carlier
NO: None.
ABSTAIN: None.

ACTION: The motion was approved, and the meeting was adjourned at 9:58 a.m.

Submitted by:



Allen Garfinkle
Executive Director