

State of California

Board of Pilot Commissioners

for the Bays of San Francisco, San Pablo, and Suisun

Draft Minutes of the Meeting of the Board of Pilot Commissioners held on December 12, 2024, at 9:30 a.m.

Members of the public are encouraged to participate in meetings of the Board, either in person or via telephone.

Location:

Board of Pilot Commissioners
660 Davis Street
San Francisco, California 94111

To participate via telephone please use:

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SERVING THE PEOPLE OF CALIFORNIA SINCE 1850



**Board of Pilot Commissioners (BOPC)
for the Bays of San Francisco, San Pablo, and Suisun
Board Meeting
Thursday, December 12, 2024, at 9:30 a.m.**

Board Meeting Minutes

ATTENDANCE

Board Members Present (in person and by phone)

Karen Tynan, President, Public Member
Joanne Hayes-White, Vice President, Public Member (by phone)
Captain Lynn Korwatch, Dry Cargo Industry Member
Captain Einar Nyborg, Pilot Member
Sam Rodriguez, Public Member
Stephanie Dougherty, Designee for the Secretary of the California State Transportation Agency (CalSTA)

Board Members Absent

Captain Robert Carr, Pilot Member
Vacant, Wet Cargo Industry Member

Board Staff Present (in person and by phone)

Allen Garfinkle, Executive Director
Matthew Millsbaugh, Assistant Director
Alethea Wong, Licensing and Training Programs Manager
Greg Shepherd, Records Management and Program Support Coordinator
Mari McNeill, Administrative Coordinator
Patrick Tuck, Board Counsel
Roma Cristia-Plant, Consultant to the Board (by phone)

Identified Public Present (in person and by phone)

Captain John Carlier, San Francisco Bar Pilots (SFBP) President and Port Agent
Kevin Baldwin, SFBP General Counsel
Jennifer Cohen, Pacific Merchant Shipping Association (PMSA) Vice President of Governmental Affairs
Captain Paul Ruff, SFBP (by phone)
Captain Anne McIntyre, SFBP Business Director
Joshua Rayburn, Gartner Inc. (Gartner) Consulting Associate Director
Cooper Shively, Gartner Consulting Consultant

OPEN MEETING

1. Call to Order and Roll Call (President Tynan)

President Tynan called the meeting to order at 9:31 a.m. Board Administrative Coordinator, Marjorie (Mari) McNeill called the roll and confirmed a quorum.

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

Ms. Cristia-Plant noted that she was participating remotely by phone.

3. Review and approval of Board meeting minutes from the meetings held on September 26, 2024 and November 14, 2024. (President Tynan)

Board action to approve the minutes from the Board meetings held on September 26, 2024 and November 14, 2024.

A) Review and approval of Board meeting minutes from the September 26, 2024 Board meeting.

Board action to approve the minutes from the Board meetings held on September 26, 2024.

MOTION: Commissioner Nyborg moved to approve the draft September 26, 2024, Board meeting minutes. Commissioner Rodriguez seconded the motion.

VOTE: YES: Tynan, Hayes-White, Korwatch, Nyborg, Rodriguez.

NO: None.

ABSTAIN: None.

ACTION: The motion was approved.

B) Review and approval of Board meeting minutes from the November 14, 2024 Board meeting.

Board action to approve the minutes from the Board meetings held on November 14, 2024.

MOTION: Commissioner Nyborg moved to approve the draft November 14, 2024, Board meeting minutes with minor changes. Commissioner Rodriguez seconded the motion.

VOTE: YES: Tynan, Hayes-White, Korwatch, Nyborg, Rodriguez.

NO: None.

ABSTAIN: None.

ACTION: The motion was approved.

4. President Announcements and Activities (President Tynan)

None.

5. Board Member Announcements and Activities (Board Members)

None.

6. Directors' Report (Executive Director Garfinkle/Assistant Director Millspaugh)

A. Correspondence and activities since the Board meeting held on November 14, 2024.

Executive Director Garfinkle reported on the following:

- On November 15, 2024, Board staff published the 15-day Notice of Modifications to the Pilot Boat Regulations. The notice period ended on Friday, November 29, 2024. No comments were received.
- On November 18, 2024:
 - Board staff received an email from Commissioner Rodriguez containing a copy of an article noting that the Ports of Los Angeles and Long Beach set new high-volume records following the International Longshoremen's Association (ILA) labor dispute shutdown on the East Coast.
 - Board staff forwarded a letter from President Tynan to Governor Newsom, Senate President Pro Tempore Mike McGuire, and Assembly Speaker Robert Rivas detailing the Board's concerns with the California Air Resources Board (CARB) Harbor Craft Regulations and the requested SFBP extension request.
- On November 21, 2024:
 - Board staff received a copy of the PMSA West Coast Trade Report for November 2024.
 - Board staff received a copy of the National Transportation Safety Board's (NTSB) official report on the event involving the Passenger Vessel (P/V) RUBY PRINCESS. A copy of the NTSB report may be found in documents prepared for today's meeting.
- On November 22, 2024, Board staff received an article from the Press Democrat, a publication covering news in Sonoma and Napa Counties, concerning the merger between California State University Maritime Academy (CMA) and California Polytechnic State University (Cal Poly), San Luis Obispo.
- On November 26, 2024, Board staff received the annual notice from the Office of Administrative Law (OAL) reminding us that the annual rulemaking calendar is due by January 30, 2025.
- November 27, 2024, Board staff submitted a letter to the Department of Finance (DOF) requesting permission to raise the Board Operations Surcharge to 5.75%. This is the only surcharge the Board needs to obtain DOF approval to change.
- On December 2, 2024, the Rulemaking Package for the Pilot Boat Regulations was submitted to the Economic Research and Major Regulations team at the DOF for their review and approval.
- On December 3, 2024, the Board's liaison at the Economic Research and Major Regulations department informed Executive Director Garfinkle that the DOF's final comments and signatures should be available by January 2, 2025.

- On December 4, 2024:
 - Executive Director Garfinkle attended the open session of the Pilot Evaluation Committee.
 - Board staff successfully oriented and onboarded a new trainee, Captain Nicholas Ahrens. Executive Director Garfinkle welcomed Captain Ahrens and thanked the SFBP staff for their efforts in ensuring a smooth start to his training journey.
 - Executive Director Garfinkle addressed a safety concern raised by a Board licensee regarding the availability of a “manrope” on the Motor Vessel (M/V) Easterly Lime Galaxy with the ship's agent, Gulf Agency Company (GAC) North America. Ian Meadows of GAC responded claiming they are following up with the vessel operators and charters and that they will revert with their action plan going forward.
- On December 5, 2024, Executive Director Garfinkle attended a joint meeting of the Pilot Boat Advisory and Finance Committees of the Board.
- On December 9, 2024, Board staff received a copy of the new Safety of Life at Sea regulations (version 23) and Mandatory Performance Standards for pilot transfer arrangements from the San Francisco Bar Pilots Association.

B. Report on pilot licensing matters since the Board meeting held on November 14, 2024.

Executive Director Garfinkle reported that since the November 2024 Board meeting, the Board issued license renewals to the following Board licensees: Captains Barnum, Weber, Epperson, Johnson, Favro, and Ridens.

C. Report on Board surcharges.

Executive Director Garfinkle reported that the SFBP wired \$802,948.25 to the Board for surcharges collected in November 2024, itemized as follows:

- Operations Surcharge: \$ 194,778.59
- Pilot Training Surcharge: \$ 21,280.00
- Trainee Training Surcharge: \$ 25,400.00
- Pilot Boat Surcharge: \$ 561,489.66

D. Report of pension fiduciary.

Executive Director Garfinkle reported that as of November 30, 2024, there were 85 pensioners.

- Surcharge Rate for the Quarter: 0.04356 per gross registered ton
- Rolling Look Back Period: July 2023 to June 2024
- Monthly Tonnage for November: 26,585,689.00
- Surcharge Billing Total: \$ 1,158,072.62
- Administrative Costs for the Month: \$ 2,539.50
- Amount Distributed to Pension Beneficiaries: \$ 1,155,533.12

- Total Monthly Target Rates: \$ 1,221,602.70
- Amount Over/(Under) Target: \$ (63,530.08)

The last Cost of Living Adjustment (COLA) increase to the pension was April 1, 2023.

E. Report on legislative activities and contractual matters.

Assistant Director Millspaugh reported:

Legislative Activities

For legislative matters, Assistant Director Millspaugh reported that Board staff are not currently tracking any legislation. The Legislature reconvenes on January 6, 2025.

Contractual Matters

Assistant Director Millspaugh reported the following regarding contractual matters:

Trainee Selection Exam Contracts

- **California State University Maritime Academy (CMA) – Trainee Selection Exam Services (Contract # To Be Determined (TBD))**

Board staff continue to work toward developing an interagency contract between the CMA and the Board for the use of CMA’s simulator and facilities for the 2026 Pilot Trainee Training Exam. In November, California State University Board of Trustees voted in favor of the CMA-Cal Poly merger but there have been no updates since.

- **Trainee Selection Exam Services (Contract # TBD)**

Board staff continue work on the development of a scope of work and related documents towards the solicitation of services for the development of the 2026 Pilot Trainee Training Program Exam, including a virtual written exam, as well as the simulator and oral portions of the exam. Board staff expect to complete a draft Statement of Work (SOW) by January 10, 2025, and provide a draft Request for Proposal to the California Highway Patrol (CHP) for review by January 15, 2025, with the intended start date of an agreement in July 2025.

- **California Department of Human Resources (CalHR) – Trainee Selection Exam Services (Contract # TBD)**

Board staff continue to work toward developing a scope of work and budget for the Pilot Trainee Training Program Exam related services from the California Department of Human Resources (CalHR). The scope of work involved are to-be-determined but will be related to the validation of the job analysis and validation of the written, simulator and interview portions of the exam.

- **State Controller’s Office (SCO) – Pilot Boat Program Audit**

Board staff continue to work with SCO staff to develop a scope of work (SOW) for a new Inter-Agency agreement between the Board and the SCO in support of the Pilot Boat Program Audit. SCO has provided additional information toward the development of a

SOW and Board staff have a meeting with SCO set on December 18, 2024, to discuss the SOW and budget and Board staff anticipate development of the new Inter-Agency Agreement will be completed by early 2025.

- **Pilot and Pilot Trainee Fitness Assessment with University of California San Francisco (UCSF) (Contract # TBD)**

Development of a new three-year agreement with a term date of July 1, 2025 - June 30, 2028, is in process. Board staff have provided a proposed budget to UCSF which is under review by UCSF. Board staff expect to submit the agreement for review by the CHP in January 2025.

Maritime Investigator Services Contracts

- **Marine Investigator Services – One-Year Contract Amendment/Extensions (Contracts # 21M900007 and 21M900008)**

Board staff are working with the California Highway Patrol to determine the feasibility of amending/extending the two existing marine investigator services contracts for one additional year each. The scopes of work will remain the same as the existing contracts, while adding one additional year of budget to each contract.

- **Marine Investigator Services – Invitations for Bids (IFB) (Contracts # TBD)**

Simultaneously while pursuing the amendments for the existing marine investigator services contracts, Board staff continue to develop a new IFB for marine investigator services. If it is determined amendments to the existing agreements are not possible, then staff will pursue the IFB.

Captain McIntyre voiced concerns regarding CMA’s capacity to provide facilities and support for conducting the simulator portion of the pilot trainee exam due to the lack of resources available because of the Cal Poly merger. Commissioner Korwatch stated the CMA had a 10% staff reduction due to funding challenges. Assistant Director Millspaugh stated he intended to draft a contract to share with CMA which will outline requirements and timelines. Commissioner Nyborg stated that the previous exam delays left lasting impacts and expressed that avoiding delays to the 2026 exam is extremely important.

7. Port Agent’s Report (Port Agent Carlier)

A. Monthly report on San Francisco Bar Pilots (SFBP) pilot availability and absences.

The Port Agent, Captain Carlier, reported that, as of December 12, 2024:

- The following pilot was Absent for Medical Reasons (AFMR) and the initial absence date:
 - Captain Teague since February 14, 2024.
- The SFBP continuously monitors the dispatch list for possible 12-hour Minimum Rest Period (MRP) exceptions. For any potential exception likely to result in a rest period of less than 10 hours, SFBP will ensure that mitigating measures are enacted. These measures include, but are not limited to, suspending continuing professional development protocols, cancelling scheduled meetings or committee assignments, cancelling previously granted compensation time requests, deferring scheduled training sessions, or calling in off-watch

pilots.

- There are currently 52 licensees on the SFBP roster. There were 9 MRP exceptions in November 2024, with the shortest rest period being 10.8 hours.

B. Monthly report on SFBP ship piloting business activity.

The Port Agent, Captain Carlier, reported that, as of December 12, 2024:

- The status for each of the SFBP-owned pilot boats were reported as:
 - Normal operations for Pilot Vessels (P/V) CALIFORNIA, PITTSBURG, and SAN FRANCISCO.
 - P/V DRAKE has been in the shipyard since October 7, 2024.
 - P/V GOLDEN GATE was out of service October 13, 2024 – November 15, 2024, due to a fire suppression system failure.
- Vessel moves were as follows:
 - Bar Crossings: 454
 - Bay Moves: 140
 - River Moves: 46
 - Total Moves: 640
 - Gross Registered Tonnage (GRT): 26.6 million
- Year-over-year, when comparing the same period in 2023 to the same period in 2024, total moves were down 1% and GRT was up 4.9%.

Commissioner Nyborg stated Captain McIntyre is working to produce a progress report on the Fatigue Risk Management System (FRMS) implementation regarding hours of fatigue.

C. Monthly confidential written report of licensed pilots who have been Absent for Medical Reasons (AFMR). The Board may go into closed session to discuss the contents of the Port Agent’s confidential report and other relevant confidential medical information, as authorized by Harbors and Navigation Code (HNC) section 1157.1.

None.

8. Pilot Evaluation Committee (Committee Chair)

A. Report on the Pilot Evaluation Committee (PEC) meeting held on December 4, 2024.

PEC Chair Ruff presented the PEC Chair’s Report on the following:

- The PEC met on December 4, 2024. The members present were Captains Slack, Stultz, Bridgman, and Ruff. Executive Director Garfinkle joined the PEC in an open session and discussed the next exam and third-party proctoring.
- Training began for the new trainee, Nicholas Ahrens (trainee designator “A”).
- The six active trainees include Barron, Gallo, Johnson, Johnston, Thinger, and Ahrens. The

trainees' time in the program ranges from two weeks to 15.9 months.

- All trainees have been getting trips to obtain their first-class pilotage endorsement for unlimited tonnage upon San Francisco Bay. They have been observing, part handling and handling ships under direct supervision of a licensed pilot.
- Trainees Gallo and Barron have completed testing for their federal pilotage with the United States Coast Guard (USCG) and have completed a few trips to and from Sacramento to raise their pilotage endorsements to unlimited first-class pilot.
- In closed session, all trainees were individually interviewed and counseled on their progress in the training program. Time was spent answering their questions and concerns they had.
- All trainees presently meet recommended benchmarks and are progressing at their own rate.
- The next PEC meeting is scheduled for Wednesday, January 15, 2025, at 7:30 a.m. at the Board office.

B. Possible PEC recommendation to place one or more Pilot Trainee Training Program trainees on probation or dismiss one or more trainees from the program.

Possible Board action to place one or more Pilot Trainee Training Program trainees on or off probation or dismiss one or more trainees from the program.

None.

C. Possible PEC recommendation as to whether a trainee has, or trainees have successfully completed the Pilot Trainee Training Program.

Possible Board action to award a Certificate of Completion to a trainee who has completed the Pilot Trainee Training Program.

None.

D. Possible recommendation from the Executive Director for the Board to issue a state pilot license to a trainee who holds a Certificate of Completion from the Pilot Trainee Training Program.

Possible Board action to accept a recommendation from the Executive Director that a trainee holding a Certificate of Completion from the Pilot Trainee Training Program be licensed as a state-licensed pilot.

None.

9. Reported Safety Standard Violations (Executive Director Garfinkle) (Reported safety standard violations occurring up to the start of the meeting will be included.)

Executive Director Garfinkle stated that there were no new safety standard violations reported to date.

Discussion was had regarding the status of the missing manrope previously reported for the M/V EASTERLY LIME GALAXY. Executive Director, Allen Garfinkle reported that the agent for the ship agreed to follow up on the issue but has not sent any additional correspondence. He further reported that correspondence from the ship's agent will be included in the Director's Report as it is received. Commissioner Nyborg stated the Board can consider this issue closed with the hope the captain will act.

10. Incident Review Committee (IRC) —Reportable Piloting Events (Executive Director Garfinkle/Vice President Hayes-White) (Reportable piloting events occurring up to the start of the meeting will be reported on.)

Executive Director Garfinkle stated there are two open investigations:

A) Progress report regarding the September 25, 2024, event involving the bulk carrier M/V KONA TRADER which made unintended contact with the pier in the Port of Stockton.

Possible IRC request and Board action on an extension to present this report at the next monthly Board meeting.

Executive Director Garfinkle stated the 90-day statutory deadline will be December 23, 2024, and IRC requests an extension for the report to the next board meeting.

MOTION: Commissioner Rodriguez moved to grant the Incident Review Committee an extension to present its report on the Motor Vessel (M/V) KONA TRADER at the next Board meeting, on Thursday, January 23, 2025. Commissioner Korwatch seconded the motion.

VOTE: YES: Tynan, Hayes-White, Korwatch, Nyborg, and Rodriguez.

NO: None.

ABSTAIN: None.

ACTION: The motion was approved.

B) Progress report regarding the October 14, 2024, event involving the Motor Tanker (M/T) PLATANOS which made unintended contact with the pier at Shell Martinez.

Possible IRC request and Board action on an extension to present this report at the next monthly Board meeting.

Executive Director Garfinkle stated the M/T PLANTANOS's hull was damaged when it made unintended contact with the pier at Shell Martinez but there was no damage to the pier. The IRC requested an extension for presenting the report.

Commissioner Rodriguez inquired about the frequency of ships contacting piers, etc. Executive Director Garfinkle provided clarification, reporting that ships regularly make intentional contact with shore structures as part of their docking maneuvers, however unintentional contact is any contact not intended during those maneuvers, which may increase the risk of damage, such as that which was reported by the M/T PLANANTOS with the pier at Shell Martinez. Commissioner Rodriguez thanked Executive Director Garfinkle for the additional clarification and stated that the insight was very helpful.

Commissioner Nyborg and President Tynan requested investigating the feasibility of increasing the 90-day timeline for IRC investigations. Board Counsel Tuck agreed to investigate the feasibility of changing the 90-day statutory deadline to 180 days. Assistant Director Millspaugh also agreed to investigate the required process BOPC would have to follow to initiate a statute change, and noted if pursued the earliest it could be done would be the next legislative session. Commissioner Rodriguez added that 90-day reporting windows are fairly standard with California agencies.

MOTION: Commissioner Korwatch moved to grant the Incident Review Committee an extension to present its report on the Motor Tanker (M/T) PLATANOS at the next Board meeting, on Thursday, January 23, 2025. Commissioner Nyborg seconded the motion.

VOTE: YES: Tynan, Hayes-White, Korwatch, Nyborg, and Rodriguez.
NO: None.
ABSTAIN: None.

ACTION: The motion was approved.

11. Joint Pilot Boat Advisory and Finance Committee (Committee Chair, Commissioner Carr)

A) Report on the December 5, 2024, Joint Pilot Boat Advisory and Finance Committee meeting.

Commissioner Nyborg reported on behalf of Chair Carr:

- The Joint Pilot Boat Advisory and Finance Committee had no recommendations to the Board from the meeting on December 5, 2024.
- The joint committee was informed by staff that the proposed amendments to the pilot boat regulations, section 236.1, were provided to the Department of Finance (DOF) after no further public comments were received during the public comment period that ended November 29, 2024. Once DOF approves the regulation package, it will go to the Office of Administrative Law, with an expectation that the regulations will be implemented April 1, 2025. The joint committee did not commit to a date to meet again but expect to set a March 2025 date to discuss next steps.
- Captain McIntyre informed the joint committee that the most recent California Air Resources Board (CARB) and SFBP meeting was encouraging. Although no extension application approvals have been received to date, SFBP feels confident a two-year extension for the station boats is forthcoming. Captain McIntyre further stated that even with an extension, two pilot boats will be out of compliance by the end of the year and the extension process is not a long-term fix.
- The joint committee thanked staff and President Tynan in composing and delivering a letter to the administration outlining:
 - The SFBP's conflict with complying with competing regulations and statute.
 - The Board's request for assistance from the Governor's office in ensuring CARB is fully aware of the need for expediency in granting the extensions and developing a long-term solution regarding the conflicting statute and regulations.

B) Discussion of the California Air Resources Board (CARB) Harbor Craft regulations deadline and the SFBP request for exemptions.

Possible Board action regarding the SFBP extension request.

No request for Board action.

Captain McIntyre reiterated that, at the meeting with CARB and SFBP regarding their request for extension, they discussed the process, and stated she would continue to relay any updates to the Board. Board members and attendees requested this agenda item remain on the Board meeting agenda.

C) Update on the Pilot Boat Regulatory process.

None.

12. Status report on the Board's Information Technology Modernization Project (ITMP) (Assistant Director Millspaugh/Gartner Inc. [Gartner])

Assistant Director Millspaugh provided updates on the project progress (Project Approval Lifecycle (PAL) Stage 2 is almost complete). Gartner representatives Joshua Rayburn and Cooper Shively provided detailed project updates, providing the projected progress, outlining the PAL process, and listing potential recommendations for an IT solution. Recommendations included utilizing an outside contractor to supply an IT solution, utilizing current software, or seeking resources from another state agency. Mr. Rayburn outlined the pros and cons of each option, stating the process had revealed the most viable recommendation is purchasing an outside IT solution. Board members and attendees discussed pilot access to the solution software and Mr. Rayburn stated that better understanding the software currently used by pilots will be helpful in determining what is developed, and the costs associated vary depending on number of licenses needed for accessing the IT solution. He explained that prior to software development, more market research and working groups will be required to ensure maximum efficiency is achieved with minimal increased demand on pilot time commitment.

13. Stakeholders' report on subjects that may be of interest to the Board, including reports on shipping activity regionally and within the Board's jurisdiction (Mike Jacob, Pacific Merchant Shipping Association/Captain Anne McIntyre, SFBP)

On Behalf of Mr. Jacob, Ms. Cohen stated there were higher volumes of shipping activity reported at western ports. She reported many customers are ordering products ahead in anticipation of the tariffs President-elect Trump may propose after his January 20, 2025, presidential inauguration.

14. Discussion regarding the contract for Surcharge Collection, Pilot Education and Pilot Trainee Training between the SFBP and the Board, and issues related to reimbursement of the SFBP by the Board. (Nyborg/McIntyre)

SFBP Counsel Baldwin stated, with the help of Board Counsel Tuck and Assistant Director Millspaugh, the SFBP compiled a claim that will be submitted to the Department of General Services (DGS) on December 13, 2024.

15. Closed session for the Board to confer with legal counsel regarding potential significant exposure to litigation against the Board involving an inactive licensee. (Board Counsel)

The Board is authorized to discuss this matter in a closed session pursuant to the Open Meeting Act, Government Code section 11126, subdivisions (e)(1) and (e)(2)(B).

There were no updates for this agenda item. Commissioner Nyborg requested that the Board keep this agenda item for the January 23, 2025, Board meeting.

16. Comment by public and Board members on matters not on the agenda.

Board members and attendees discussed Board member terms ending:

- President Tynan and Commissioner Korwatch announced their renewal statuses.
- Commissioner Nyborg was thanked for his service, and it was announced that, although his last official meeting would be December 12, 2024, he would continue his Board duties either through the 60 days allowed beyond his term or until a new appointment is made, whichever comes sooner.

Board members and attendees acknowledged the contributions made by Commissioner Nyborg, Commissioner Tynan, and Commissioner Korwatch to the Board.

President Tynan highlighted the pilots that will continue to work through the holidays, sacrificing time with their loved ones.

17. Proposals for the next Board meeting agenda. (President Tynan)

President Tynan requested the agenda retain agenda items 15 (closed section), 11(B) (CARB update), and 10 (Incident Review Committee).

Commissioner Nyborg recommended the agenda retain agenda item 14 (SFBP Counsel Baldwin's collection report).

18. Adjournment.

President Tynan adjourned the meeting at 11:21 a.m.

Submitted by:



Allen Garfinkle
Executive Director

ACRONYM INDEX

Acronyms / Abbreviations	Definition
AB	Assembly Bill
AFMR	Absent For Medical Reasons
BOPC/Board	Board of Pilot Commissioners
CA	California
CalHR	California Department of Human Resources
Cal Poly	California Polytechnic State University
CalSTA	California State Transportation Agency
CARB	California Air Resources Board
CHP	California Highway Patrol
CMA	California State University Maritime Academy / California Maritime Academy / Cal Maritime
COLA	Cost of Living Adjustment
DOF	The Department of Finance
GAC	Gulf Agency Company, North America
Gartner Inc.	Gartner (Business management consultant)
GRT	Gross Registered Tons
HNC	Harbors and Navigation Code
IFB	Invitation for Bids
ILA	International Longshoremen’s Association
IRC	Incident Review Committee
IT	Information Technology
ITMP	Information Technology Modernization Project
MRP	Minimum Rest Period
M/T	Motor Tanker / Motor Tug
M/V	Motor Vessel
NTSB	National Transportation Safety Board
OAL	The Office of Administrative Law
PAL	Project Approval Lifecycle
PEC	Pilot Evaluation Committee
PMSA	Pacific Merchant Shipping Association
P/V	Passenger Vessel / Pilot Vessel
SCO	State Controller’s Office
SFBP	San Francisco Bar Pilots
SOW	Scope of Work
TBD	To Be Determined
UCSF	University of California San Francisco
USCG	United States Coast Guard

This and other documents for this meeting can be found on the Board’s website www.bopc.ca.gov.

