

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 July 24, 2025, 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:

888-808-6929  
**Access Code:**  
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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, July 24, 2025, at 9:30 a.m.**

**Board Meeting Minutes**

**ATTENDANCE**

**Board Members Present (in person and by phone)**

Karen Tynan, President, Public Member (by phone)  
Captain William Benedict, Pilot Member  
Captain Robert Carr, Pilot Member  
Captain Lynn Korwatch, Dry Cargo Industry Member  
Sam Rodriguez, Public Member  
Roy Mathur, Wet Cargo Industry Member  
Christine Casey, Designee for the Secretary of the California State Transportation Agency (CalSTA)

**Board Members Absent**

Joanne Hayes-White, Vice President, Public Member

**Board Staff Present (in person and by phone)**

Allen Garfinkle, Executive Director  
Matthew Millspaugh, Assistant Director  
Alethea Wong, Licensing and Training Programs Manager  
Greg Shepherd, Records Management and Program Support Coordinator  
Mari McNeill, Board Administrative Coordinator  
Nina Lincoff, Board Counsel  
Roma Cristia-Plant, Retired Annuitant (by phone)

**Identified Public Present (in person and by phone)**

Jennifer Cohen, Pacific Merchant Shipping Association (PMSA), Vice President of Governmental Affairs  
Captain John Carlier, San Francisco Bar Pilots (SFBP), President and Port Agent  
Captain Anne McIntyre, SFBP Business Director (by phone)  
Kevin Baldwin, SFBP General Counsel  
Captain Paul Ruff, SFBP  
Captain Todd Johnston, BOPC Trainee  
Allison Wang, Fellow at CalSTA

## 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 McNeill called the roll and confirmed a quorum.

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

President Tynan announced that the Board would table agenda item 9C, per Assistant Director Millspaugh's request and that this item would be included in the August 2025 Board meeting agenda.

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

### 3. Review and approval of Board meeting minutes from the meeting held on June 26, 2025. (President Tynan)

**Possible Board action to approve the minutes from the Board meeting held on June 26, 2025.**

Captain Carr asked that his statement starting on page 15 of the draft June 26, 2025, Board meeting minutes be amended to better reflect the detailed comments he made related to pilot fatigue. Captain Carr subsequently read his comments into the record. He requested to strike "*citing the extensive steps that the SFBP has taken to mitigate fatigue risk*" and replace it with "*referencing the years long efforts of the BOPC addressing pilot fatigue.*" He cited the *Fatigue Study conducted by San Jose State University and NASA which the Board commissioned to review the work of pilots on our waters. The Board developed regulations from the recommendations in the Fatigue Study and the SFBP submitted an FRMS based on those regulations. Commissioner Carr feels this incident did not fall outside of regulation or the guidance in the Board approved FRMS.*"

**MOTION:** Commissioner Rodriguez moved to approve the draft June 26, 2025 Board meeting minutes as amended. Commissioner Benedict seconded the motion.

**VOTE:** YES: Tynan, Benedict, Carr, Korwatch, Rodriguez, and Mathur.

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)**

Commissioner Benedict stated that revisions to the First-Class Pilot endorsement testing protocols (with the United States Coast Guard [USCG]) would become effective Tuesday, July 29, 2025. Revisions discussed included edited geographic routes (revision will reduce the number of geographic routes from 30 to 24) and an updated light list (revision will remove the light list module and only require the previously included chart population portion). Commissioner Benedict stated that he was very pleased with the changes and thanked those involved for their assistance.

The Board welcomed Commissioner Mathur.

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

### **A) Correspondence and activities since the Board meeting held on June 26, 2025.**

Executive Director Garfinkle reported the following activities:

- On Friday, June 27, 2025, Executive Director Garfinkle notified the Port Agent of the surcharge rates for the third quarter.
- On Tuesday, July 1, 2025:
  - Executive Director Garfinkle attended and testified before an Administrative Law Judge (ALJ) at the hearing on the Captain Greger licensing matter.
  - Board staff were notified that the Department of Finance (DOF) approved the Board's request to increase the Board Operations Surcharge rate to 6.50% (from 5.75%), effective July 1, 2025. The DOF's approval had previously been on hold pending the passage of the state budget.
- On Wednesday, July 2, 2025:
  - Board staff notified SFBP of the Board Operations Surcharge rate change. Executive Director Garfinkle thanked SFBP for accommodating the late adjustment. This was possible because no July billing had commenced, as of July 2, 2025.
  - Governor Newsom announced the appointment of Ray Mathur to the wet cargo seat on the Board. Per Governor Newsom's appointment announcement, Commissioner Mathur, of Hercules, has been appointed to the Board of Pilot Commissioners for the Bays of San Francisco, San Pablo, and Suisun. Commissioner Mathur has been Captain and Wharf Master for Petroplus, Blackstone, and First Reserve (PBF) Energy – Martinez Refining Company since 2015. He was Oil Spill Specialist for the Office of Spill Prevention and Response for the California Department of Fish and Wildlife from 2004 to 2015. Commissioner Mathur was Marine Terminal Specialist for the State Lands Commission from 1995 to 2004. He was Superintendent and Terminal Operations Manager for Stevedoring Services of America (SSA) Terminals from 1994 to

1995. Commissioner Mathur was Master Mariner for Great Eastern Shipping. Company from 1979 to 1994. He earned a Bachelor of Science degree in Maritime Studies from the Lal Bahadur Shastri (LBS) College of Advanced Maritime Studies and Research. Executive Director Garfinkle welcomed Commissioner Mathur.

- On Thursday, July 3, 2025, Executive Director Garfinkle attended the continuation of the ALJ hearing on the Captain Greger licensing matter.
- On Monday, July 7, 2025, Executive Director Garfinkle extended offers to train to candidates Michael MacLachlan and Brenden Roberts. Candidate Captain Roberts immediately accepted the offer to train and permission for him to participate in the Board's medical assessment program was provided to the University of California San Francisco (UCSF).
- On Wednesday, July 9, 2025:
  - Executive Director Garfinkle received a response from training candidate Michael MacLachlan, informing Executive Director Garfinkle that "due to life changes he had come to the tough decision" to remove himself from the candidate list.
  - Board staff received a copy of the United States Coast Guard (USCG) Significant Port Safety and Security Cases Report presented at the July Harbor Safety Committee meeting. There were two loss of propulsion events during this period.
    - The first was when a foreign flag car carrier lost propulsion while maneuvering alongside a berth in Benicia. The main engine failed to respond to the command of dead slow astern while alongside the pier. Engineers on Board were able to troubleshoot the issue and effect repairs within five minutes. The Loss of Propulsion (LOP) was attributed to the failure of a start air solenoid valve. The case remains pending.
    - The second was when a foreign flag container vessel experienced a reduction in propulsion while transiting six miles southwest of the entrance to the San Francisco Bay. The vessel reported that a control valve on the main diesel engine failed which caused the reduction in Revolutions Per Minute (RPMs). The vessel was able to conduct repairs and safely travel into San Francisco Bay without further incident. The case remained pending as of the date of the report.
- On Thursday, July 10, 2025, Assistant Director Millspaugh provided the Department of Finance (DOF) with a request for budget augmentation to host a trainee training exam in the Fiscal Year (FY) 2025-2026 (25/26).
- On July 14, 2025, Executive Director Garfinkle arranged for Board Licensee Captain Weiss to be interviewed by the Incident Review Committee (IRC) on July 22, 2025.
- On Wednesday, July 16, 2025:
  - Executive Director Garfinkle attended the open session of the Pilot Evaluation Committee (PEC).

- Executive Director Garfinkle attended a meeting of the Joint Pilot Boat and Finance Committee.
- On Tuesday, July 22, 2025, the IRC met with the pilot in the Motor Vessel (M/V) PLATANOS matter.

**B) Report on pilot licensing matters since the Board meeting held on June 26, 2025.**

Executive Director Garfinkle reported that, since the June 2025 Board meeting, the Board issued a license renewal to the following Board licensee: Captain Crowl.

**C) Report on Board surcharges.**

Executive Director Garfinkle reported that the SFBP wired \$740,375.28 to the Board for surcharges collected in June 2025, itemized as follows:

- Operations Surcharge: \$189,306.70
- Pilot Training Surcharge: \$26,685.00
- Trainee Surcharge: \$52,760.00
- Pilot Boat Surcharge: \$471,623.58

**D) Report of pension fiduciary.**

Executive Director Garfinkle reported that as of June 30, 2025, there were 85 pensioners.

- Surcharge Rate for the Quarter: \$ 0.04595 per gross registered ton
- Rolling Look Back Period: January 2024 to December 2024
- Monthly Tonnage for the Month: 26,430,159.00 tons
- Surcharge Billing Total: \$1,214,465.64
- Administrative Costs for the Month: \$3,116.00
- Amount Distributed to Pension Beneficiaries: \$1,211,349.64
- Total Monthly Target Rates: \$1,292,835.11
- Amount Over/(Under) Target: \$(78,369.47) (under target)

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

**E) Report on legislative activities and contractual matters.**

Legislative Activities

Assistant Director Millspaugh reported that Board staff are currently monitoring:

- Senate Bill (SB) 263: If enacted, this bill would require CalSTA, in consultation with DOF and the Governor's Office of Business and Economic Development, to conduct a study on the impacts that potential future increases in tariffs and reciprocal tariffs on international trade of imports and exports might have on California's economic output. This bill is in committee process and has been referred to Appropriations.

- Senate Concurrent Resolution No. 54: Honoring former and current members of the SFBP and commemorating the 175th anniversary of the SFBP was Chaptered by Secretary of State (Chapter 145, Statute of 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 # TBD)**  
Board staff continue to pursue an inter-agency agreement with CMA for use of their simulator and facilities for the 2026 pilot trainee simulator exam. Board staff continued to meet with CMA regarding finalizing the scope of work and expect to finalize terms of the agreement before the next Board meeting.
- **Trainee Selection Exam Services (Contract # 25M900001)**  
Board staff continue to meet with prospective contractor Dainis & Company, Inc. (Dainis) to finalize terms of a proposed agreement for development of the 2026 pilot trainee exam. Staff anticipate submitting the Statement of Work (SOW) for California Highway Patrol (CHP) review before the next Board meeting.
- **California Department of Human Resources (CalHR) – Trainee Selection Exam Services (Contract # TBD)**  
Board staff continue to work towards developing a scope of work and budget for the Pilot Trainee Training Program Exam related to services from CalHR. Board staff submitted a draft SOW to CalHR on June 5, 2025, and are awaiting CalHR's proposed budget related to the SOW.
- **State Controller's Office (SCO) – Pilot Boat Program Audit**  
Board staff are developing a new Inter-Agency agreement between the Board and the SCO in support of the Pilot Boat Program audit. The SOW is still with SCO senior management for review and feedback.
- **Pilot and Pilot Trainee Fitness Assessment w/the University of California San Francisco (UCSF) (Contract # 25M900004)**  
The development of a new three-year agreement with a term date of July 1, 2025, to June 30, 2028, has been approved by both parties and the Department of General Services.

## **Maritime Investigator Services Contracts**

- **Marine Investigator Services – Invitations for Bids (IFB) (Contracts # 24M900003)**

The Board received one response from the IFB for maritime investigative services and is in the process of developing a contract with that individual. Board staff are researching whether professional liability insurance is required. If professional liability insurance is not required, staff will work with CHP to continue finalizing the current agreement. Once the insurance issue is resolved, Board staff will work with the CHP Contracts Unit to post a new IFB, for maritime investigator services to attract additional contractors.

- **Pilot Trainee Random Drug Testing Services (Contract # 25M900002) Maritime Investigator Services Contracts**

Board staff have finalized the SOW for this agreement (for random drug testing) but are awaiting submission of required documents from the contractor, included proof of insurance. The proposed term of the contract is July 1, 2025 – June 30, 2028.

Assistant Director Millspaugh:

- Expressed his thanks to Jennifer Schmid for helping steer the exam project at CMA. He noted that that CMA's ability to carry out the terms of the agreement has not been impacted by the CMA and California Polytechnic State University (Cal Poly) merger.
- Stated that discussions are underway with the Department of General Services (DGS) Office of Risk and Insurance Management (ORIM) related to the Maritime Investigator Services contract and whether liability insurance should be required by the contract or not. The small dollar value of the Maritime Investigator contracts and (most importantly) the on-demand nature of the investigator services may lead to the investigators purchasing insurance that may not be used.
- Stated that during the development of the Marine Investigator Services contract, it was determined that liability insurance should be included but services are provided on an as-needed basis leading to the contractor purchasing insurance without knowing if they will ever use it. Assistant Director Millspaugh will continue working with ORIM to determine if insurance is needed.



## **7. Port Agent's Report. (Port Agent Carlier)**

### **A) Monthly report on San Francisco Bar Pilots' (SFBP) Port Agent updates, including: a list of pilots who have been Absent for Medical Reasons (AFMR) and the Minimum Rest Period (MRP) exceptions, SFBP Fatigue Risk Mitigation Report, SFBP Pilot Boat Report, and vessel moves.**

Port Agent, Captain Carlier, reported that, as of July 24, 2025:

- **Absent for Medical Reasons (AFMR)**

The following pilots were AFMR, and their initial absence dates were:

- Captain Cvitanovic since February 14, 2025.
- Captain Lingo since March 12, 2025.
- Captain Carr since June 25, 2025.

- **Recommended Minimum Rest Period (MRP)**

The SFBP continuously monitors the dispatch list for possible 12-hour MRP exceptions. If the potential exception is likely to result in a rest period of less than 10 hours, mitigating measures are employed. 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.

- **Fatigue Risk Mitigation Report**

- There are currently 52 licensees on the SFBP Roster.
- Work periods over 12 hours: 22 occurrences, none exceeded 14 hours.
- Night work periods over 10 hours without rest opportunity: 3 occurrences.
- Night-time hours over 18 hours in a 72-hour period: There were no occurrences.
- Rest periods of less than 12 hours (MRPs): There were 21 occurrences. The minimum period was 10 hours.

### **B) Monthly report on SFBP ship piloting business activity.**

Port Agent, Captain Carlier, reported that, as of July 24, 2025:

1. The status for each of the SFBP-owned pilot boats were reported as:
  - Pilot Vessel (P/V) CALIFORNIA was in the shipyard, as of May 28, 2025.
  - Normal operations for P/Vs DRAKE, GOLDEN GATE, PITTSBURG, and SAN FRANCISCO.
2. Vessel moves, for June 2025, were as follows:

- Bar Crossings: 456
  - Bay Moves: 130
  - River Moves: 44
  - **Total Moves: 630**
3. Gross Registered Tonnage (GRT): 26.4 million.
  4. Year-over-year, when comparing the same period in 2025 to the same period in 2024, total moves were down 1.9% and GRT was down 1.8%.

Captain McIntyre stated that work periods and rest periods are recorded as raw data within SFBP's software system, printed in dispatch reports, and then manually compiled. The SFBP is working with a contractor to develop a software solution to support a more automated process.

Board Members and attendees discussed the time needed for UCSF to process Fit for Duty (FFD) paperwork. Discussion points included:

- Commissioner Carr and Captain Carlier voiced concerns regarding UCSF's turnaround time and stated that UCSF requires extensive proof that a pilot can return to work (requiring specific details, such as surgery notes).
- Executive Director Garfinkle stated that UCSF takes an average of two weeks to process a FFD certification, adding that processing times may be longer if laboratory testing is required or if UCSF has requested additional [document] submissions from the pilot. Director Garfinkle noted that additional submissions are needed when the initial submission does not provide all details necessary to form an opinion, and that while Board staff provide guidelines to pilots [on what information should be included by a pilot's personal physician], personal physicians often write vague notes as opposed to providing the context UCSF needs; leading to the additional document requests. Board staff have been working with UCSF for faster turnaround times but have yet to affect change.
- Board Members and participants discussed reducing the processing time for FFD requests. Discussion points included:
  - Commissioner Carr requested an agenda item to discuss way to reduce processing time for FFD processing and approval.
  - Executive Director Garfinkle stated the agenda item would more properly go to the Fitness Committee rather than the full Board.
  - Commissioner Carr and President Tynan requested an agenda item for the next board meeting (to discuss and require UCSF to reduce the processing time for FFD evaluations) and stated that they looked forward to the agenda item.

- 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 Captain Ruff)**

**A) Report on the Pilot Evaluation Committee (PEC) meeting held on June 18, 2025.**

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

5. The PEC met on Wednesday, July 16, 2025, at 7:30 a.m. The members present were Captains Wehr, Slack, Stultz, and Ruff. Executive Director Garfinkle joined the PEC in an open session, in which, the following was discussed:
  - Psychometrician company, Dainis, which the PEC believed to be the leading company to help with the 2026 exam.
  - The budget for training including testing and when to bring in the next, and last, trainee on the current list.
6. The open session was completed at 7:45 a.m., and then the PEC moved into the smaller conference room for the closed sessions.
7. There are four active trainees: Gallo, Johnson, Johnston (suspended), and Thinger. Their time in the program ranges from eight to 23 months.
8. Captains Gallo and Johnson have completed all their first-class pilotage requirements and have been developing their craft of pilotage on the San Francisco Bay.
9. Captain Thinger has almost completed the Coast Guard testing (with only the two river sections and the section outside the Golden Gate Bridge left to complete).
10. Those riding ships are observing, part handling and handling under the direct supervision of a licensed San Francisco Bar Pilot.
11. In closed session, the three trainees riding ships were counseled on their progress. Time was spent addressing any specific issues for each apprentice.
12. As of July 24, 2025, three apprentices are meeting the recommended benchmarks and are progressing at their own pace.

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

**The Board may go into closed session to discuss any confidential portions of the Committee Chair's report and/or other relevant confidential medical information, as authorized by Harbors and Navigation Code section 1157.1.**

PEC Chair Ruff stated that there were no changes [to the PEC's recommendation to dismiss Johnston] since the June 2025 Board meeting.

Captain Johnston stated that Board Counsel agreed to his request to delay the hearing on the PEC's recommendation to dismiss until he can receive all the requested information from Board staff.

President Tynan stated that Captain Johnston should let Board Counsel know if he needs an additional extension to have enough time to review the data.

- 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 or trainees who has/have 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 or trainees who hold a Certificate of Completion from the Pilot Trainee Training Program.**

**Possible Board action to accept a recommendation from the Executive Director that a trainee or trainees holding a Certificate of Completion from the Pilot Trainee Training Program be licensed as a state-licensed pilot, and issue said state license.**

None.

**9. Joint Pilot Boat Advisory Committee and the Finance Committee. (Committee Chair Carr)**

**A) Report on the Joint Pilot Boat Advisory Committee and the Finance Committee meeting held on July 16, 2025.**

Committee Chair Carr stated that the Joint Pilot Boat Advisory and Finance Committee met on July 16, 2025. The major items on the Committee agenda included:

1. The Committee reviewed and recommended the Board accept the final authorization of \$978,565.56 (for agenda item 9B).

Board Counsel Lincoff added that the corresponding meeting documents are the same documents previously reviewed and are available for review in the Board office.

Committee Chair Carr continued listing the Committee agenda items:

2. The Committee discussed the need to find a new subject matter expert to join the Committee and replace Committee Member Martin Robbins, due to Committee Member Robbins' increased workload at the Water Emergency Transportation Authority (WETA).
3. The Committee discussed Board staff's request for the Committee to recommend that the Board approve a statement regarding the Board's authority to conduct audits related to the use of Pilot Boat Surcharge funds to build or improve pilot boats (Pilot Boat Program).

**B) Possible Joint Finance/Pilot Boat Advisory Committee recommendation regarding the SFBP's and the San Francisco Bar Pilot's Benevolent and Protective Association's (SFBP B&P) request for final authorization for the design and engineering stages of a new station pilot vessel.**

**Possible Board action on the Joint Finance/Pilot Boat Advisory Committee's recommendation to review supporting documentation from the SFBP and the San Francisco Bar Pilot's Benevolent and Protective Association (SFBP B&PA) and approve a request for final authorization for the design and engineering stages of a new station pilot vessel.**

**MOTION:** Commissioner Carr moved to approve the final authorization to grant the SFBP and the SFBP B&P \$978,565.56, for the design and engineering stages of a new station pilot boat vessel. Commissioner Rodriguez seconded the motion.

**VOTE:** YES: Tynan, Benedict, Carr, Korwatch, Rodriguez, and Mathur.

NO: None.

ABSTAIN: None.

**ACTION:** The motion was approved.

- C) Possible Joint Finance/Pilot Boat Advisory Committee recommendation to the Board to approve a Board Resolution providing authority to a third-party contractor to conduct audits related to the use of Pilot Boat Surcharge funds to build or improve pilot boats (Pilot Boat Program).**

**Possible Board action regarding a Board Resolution providing authority to a third-party contractor to conduct audits related to the use of Pilot Boat Surcharge funds to build or improve pilot boats (Pilot Boat Program).**

President Tynan stated that this agenda item was continued and will be discussed in the August 2025 Board meeting.

**10. 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 violations between the June 2025 and July 2025 Board meetings.

**11. 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 that, since Board approval of the M/V KONA TRADER was not included in the July 2025 Board agenda, the conversation and vote on that approval would be included in the August 2025 Board agenda.

- A) Progress report on IRC report regarding the October 14, 2024, event involving the Motor Vessel (M/V) PLATANOS which made unintended contact with the pier at Shell Martinez.**

**Possible Board action to extend the M/V PLATANOS report to the next monthly Board meeting.**

Board staff received documents responsive to the Freedom of Information Act request from the USCG in June 2025 and conducted an interview with the licensee involved based off the information provided. A written decision should be ready in time for the August 2025 Board meeting. Executive Director Garfinkle recommended the Board to extend the report on the M/V PLATANOS event to the Board Meeting on August 28, 2025.

**MOTION:** Commissioner Korwatch moved to grant the IRC an extension to present its report on the M/V PLATANOS event at the next Board meeting, on Thursday, August 28, 2025. Commissioner Carr seconded the motion.

**VOTE:** YES: Tynan, Benedict, Carr, Korwatch, Rodriguez, and Mathur.

NO: None.

ABSTAIN: None.

**ACTION:** The motion was approved.

**12. Status report on the Board's Information Technology Modernization Project (ITMP).  
(Assistant Director Millspaugh)**

Assistant Director Millspaugh stated that ITMP work continues. Gartner and Board staff have received extensive feedback from DOF, and that he has been working with the team to submit Project Approval Lifecycle (PAL) stage 2 to California Department of Technology (CDT). Once CDT approves PAL Stage 2, the next major step is completing PAL Stage 3 which involves solicitation of IT solution. Board staff aim to release the request for proposals later this year. A Budget Change Proposal (BCP) was included in this year's budget [toward expending funds on an IT solution] contingent on approval of PAL stages.

**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, and the status of the next pilot boat build. (Mike Jacob, Pacific Merchant Shipping Association (PMSA)/Captain Anne McIntyre, SFBP)**

Ms. Cohen reported industry related updates, on behalf of PMSA, including:

- Trade projections remain unclear but generally dim.
- In June 2025, the Port of Los Angeles had their busiest month in the Port's 117-year history (this directly contrasts with the May 2025, performance, which was their slowest month in two years).
- The Port of Long Beach moves were down.
- The Port of Oakland moves were down 13% in year over year comparisons.
- Comparatively, the 10 largest ports in the United States recorded a 7.9% in year over year drop in inbound containers in June 2025. Ms. Cohen stated that these figures do not tell much. Some of the moves, running the same comparison for the last year, included:
  - The Port of Oakland (USOAK) was up 1.10%
  - The Port of Mobile in Mobile, Alabama (USMOB) was up 7.04%.
  - The Port of Jacksonville (USJAX) was down 12.9%
  - The Port of Charleston (USCHS) down 13.37%
  - The Port of Baltimore (USBAL) down 17.65%
  - The Port of New Orleans (USMSY) down 34.92%
  - The Port of Seattle (USSEA) down 35.75%
  - The Port of Tacoma (USTIW) was down 36.01%
- The declines more than wiped out a nearly 10% increase tied to inventory front-loading in April 2025 and left the second quarter down 1.8% from a year earlier.
- Cathay Air Cargo was up 6.3% in year over year comparisons.
- It is unclear why the industry is not affected as much as anticipated.

- Tariff effects are yet to be seen.
- Spot rates from China to the United States West Coast also declined, reflecting decreased cargo.

Ms. Cohen stated that the bills and projects the PMSA was monitoring included:

- SB 263 (to create a study model for trade policy changes/fluctuations focusing on the impact of tariffs to ports and harbors),
  - This bill remains in flux.
  - PMSA would like the bill to progress to assist with anticipating when trade fluctuations will occur and what they will be. The author and power behind the bill is of no consequence to PMSA, the PMSA simply believes the information collected would be beneficial in predicting employment and tax revenue.
  - The California Legislature is on recess for four weeks and will return on August 18, 2025. The Legislature will have 11 days to get the bill through the final appropriations committees before the Legislature adjourns (on September 12, 2025); then the Legislature will go into recess until end of year.
- The Port of Oakland approved the widening project for the turning basin. This project will prove critical for safety and efficiency.

Captain McIntyre stated that:

- Shipping activity is down about 2% in the Bay and the SFBP is thankful that there is not a larger decrease but is still concerned about volatility.
- The station boat project is progressing and the SFBP anticipates the Request for Proposals (RFP) will be sent August 11, 2025.
- The first week of August, the Army Corps of Engineers (ACOE) will be coming to Oakland to ride ships to develop a simulated model for the turning basins. In late September, 4 pilots will be going to the ACOE simulator to test the turning basin design.
- August 7, 2025, at 6:35 p.m., will be Maritime night at the Oakland (Oak) Ballers (baseball team). Everyone is encouraged to attend. It will be an opportunity to do some maritime networking and watch baseball.

#### **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. (Captain McIntyre)**

Captain McIntyre stated that the SFBP received a waiver of liability from CalSTA, which the SFBP signed and returned in the morning of July 24, 2025. She thanked Board staff for finding the creative approach and CalSTA for making it work.

*President Tynan suggested the Board discuss agenda items 17-18 prior and after agenda items 15-16, to allow audience members to comment and leave prior to the closed session.*



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

None.

**18. Comment by public and Board Members on matters not on the agenda.**

Commissioner Carr stated that, related to agenda item 10, he wanted to make Board aware that the International Maritime Organization (IMO) has adopted changes for safety standards for ladders that were previously just recommended as best practices, will be mandatory effective June 2028.

Board Counsel Lincoff stated that the August 2025 Board agenda should include agenda items for the UCSF timing and M/V KONA TRADER.

Recess began at 10:48 a.m.

Meeting resumed at 10:58 a.m.

Closed session began at 10:58 a.m.

Closed session ended at 11:08 a.m.

Open session resumed at 11:09 a.m.

**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).**

Nothing to report.

**16. Discussion and possible re-appointment of the Executive Director to a new five-year term. (President Tynan)**

**Possible Board action to appoint the Executive Director to a new five-year term. The Board may go into closed session pursuant to 11126(a)(1) of the Bagley-Keene Open Meeting Act to discuss the most recent Executive Director evaluation.**

**MOTION:** President Tynan moved to appoint Executive Director Garfinkle to a new five-year term. Commissioner Rodriguez seconded the motion.

**VOTE:** YES: Tynan, Benedict, Carr, Korwatch, Rodriguez, and Mathur.

NO: None.

ABSTAIN: None.

**ACTION:** The motion was approved.

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

None.

**18. Comment by public and Board Members on matters not on the agenda.**

None.

**19. Adjournment.**

President Tynan adjourned the meeting at 11:10 a.m.

Submitted by:



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Allen Garfinkle  
Executive Director

DRAFT

## ACRONYM INDEX

Acronyms / Abbreviations	Definition
ACOE	Army Corps of Engineers
AFMR	Absent For Medical Reasons
ALJ	Administrative Law Judge
BCP	Budget Change Proposal
BOPC/Board	Board of Pilot Commissioners
CalHR	The California Department of Human Resources
Cal Poly	The California Polytechnic State University
CalSTA	The California State Transportation Agency
CDT	The California Department of Technology
CHP	The California Highway Patrol
CMA	The California State University Maritime Academy
COLA	Cost of Living Adjustment
Dainis	Dainis & Company, Incorporated (Psychometrician company)
DGS	The Department of General Services
DOF	The Department of Finance
FCP	First Class Pilot (federal license test)
FY	Fiscal Year (a Fiscal Year is July 1 – June 30, instead of a calendar year of January-December)
GRT	Gross Registered Tons
IFB	Invitation for Bids
IMO	International Maritime Organization
IRC	Incident Review Committee
ITMP	Information Technology Modernization Project
LBS	Lal Bahadur Shastri (College of Advanced Maritime Studies and Research)
LOP	Loss of Propulsion
MRP	Minimum Rest Period (12 hours)
M/T	Motor Tanker / Motor Tug
M/V	Motor Vessel
Oak	Oakland
PAL	Project Approval Lifecycle
PBF	Petroplus, Blackstone, and First Reserve (Energy)
PEC	Pilot Evaluation Committee
PMSA	The Pacific Merchant Shipping Association
P/V	Passenger Vessel / Pilot Vessel
RFP	Request for Proposals
RPMs	Revolutions Per Minute
SB	Senate Bill
SCO	The State Controller's Office
SFBP	San Francisco Bar Pilots
SFBP B&PA	San Francisco Bar Pilots Benevolent and Protective Association
SOW	Scope of Work

<b>Acronyms / Abbreviations</b>	<b>Definition</b>
SSA	Stevedoring Services of America (Marine Terminals)
TBD	To Be Determined
UCSF	The University of California San Francisco
USBAL	Port of Baltimore
USCG	The United States Coast Guard
USCHS	Port of Charleston
USJAX	Port of Jacksonville
USMOB	Port of Mobile in Mobile, Alabama
USMSY	Port of New Orleans
USOAK	Port of Oakland
USSEA	Port of Seattle
USTIW	Port of Tacoma
WETA	Water Emergency Transportation Authority
25/26	2025-2026 (Fiscal Year abbreviation)

This and other documents for this meeting can be found on the Board's website [www.bopc.ca.gov](http://www.bopc.ca.gov).

