

EXECUTIVE SUMMARY

Pilot Commissioners Board

General Information

Meeting Type: General Board Meeting

Meeting Date: January 6-7, 2005, Wyndham Westshore Hotel, Tampa, Florida

Board Members: **Pilot Commissioners**
Victoria Robas, Chair
Cheryl Phipps, Vice Chair
Eugene Sweeney
Michael Buffington
Earl McMillin
David Leech
Richard Frudaker
Donald Molitor
John Hiers
Rivers Buford

Other Attendees: Anthony Spivey, Executive Director
Elise Rice, Government Analyst I
Drew Winters, Prosecuting Attorney
Mary Ellen Clark, Assistant Attorney General
Galen Dunton, Board Consultant

Major Issues/Actions

- The pilot finance committee reviewed the financial statements for the first quarter of the fiscal year. Captain Buffington, the Chair of the committee, expressed concern that the department is using the accrual method and cash method at various times in the preparation of the financial information. He indicated this appears to be a departure from the information the board was provided previously; that the department will use the accrual method in reporting the amounts. Captain Buffington has provided a detailed written request for information from the accounting section.

- Captain McMillin presented during the rules committee a request for pilots who are disciplined for grounding issues be sent to a simulator training that can duplicate their respective port area and conditions instead of being monetarily fined. The board did not accept this recommendation because of the prohibitive costs in duplicating the conditions of each port at a simulator facility.

- The board requested board staff to contact each licensed pilot and deputy pilot and obtain a copy of their latest federal Coast Guard License. Board rule requires each pilot and deputy to maintain a current coast guard license. The board requested for this to be accomplished January of each year. Additionally, the board requested staff to develop a database showing the expiration date of the certificates.
- Galen Dunton, board consultant requested from the board that his contract rate be increased from \$50.00 per hour to \$70.00 per hour. The board chair, Victoria Robas, requested that this be brought to the attention of the department.
- Commander Dunton discussed with the board his concerns with the services provided by the Central Intake Unit relative to providing him the applications in a timely manner from candidates requesting to take the pilot examinations. Meetings were held with Central Intake and they provided assurances the situation will not occur in the future. The board chair indicated she will work with staff and prepare a letter to the Secretary regarding the issue.
- The board performed an evaluation on Commander Dunton's service to the board and recommended his services be retained. The chair will communicate a written letter to the Secretary.
- The board was advised that the list of potential candidates for appointment as Deputy Pilot for the Port of Fort Pierce was submitted to the Secretary on January 5, 2005, for a selection.

Anthony B. Spivey
Executive Director
January 10, 2005