



CANNON BUILDING  
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STATE OF DELAWARE  
**BOARD OF PILOT  
COMMISSIONERS**

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<b>PUBLIC MEETING MINUTES:</b>	<b>Board of Pilot Commissioners</b>
<b>MEETING DATE AND TIME:</b>	<b>Friday, November 15, 2019 at 13:00.</b>
<b>PLACE:</b>	861 Silver Lake Boulevard, Dover, Delaware <b>Conference Room A</b> , second floor of the Cannon Building
<b>MINUTES APPROVED:</b>	February 21, 2020

**MEMBERS PRESENT**

Stephen McGuiness, Professional Member  
Carl T. Joseph, III. Professional Member  
Laura Phillips, Public Member  
Mark Reardon, Public Member  
Penelope Marshall, Public Member

**MEMBERS ABSENT**

Bradford Schell, Professional Member

**DIVISION STAFF/DEPUTY ATTORNEY GENERAL**

Caryn Scott, Administrative Specialist II  
Patricia Davis, Deputy Attorney General

**OTHERS PRESENT**

Jerry Medd, Pilot Association  
Kevin Barrow, Pilot Association  
Dan MacElrevey, Pilot Association  
Virginia Jackson, DPR

**CALL TO ORDER**

Mr. Reardon called the meeting to order at 1:01 pm

**REVIEW AND APPROVAL OF MINUTES**

A motion was made by Mr. Joseph, seconded by Mrs. Phillips, to approve the August 16, 2019 meeting minutes. The motion carried unanimously.

### **UNFINISHED BUSINESS**

*\*Coast Guard Licenses:* A motion was made by Mr. Joseph, seconded by Mrs. Phillips to approve adding another checkbox on renewal application about verifying Pilots federal license to see if they are in good standing. The motion carried unanimously.

*\*Updating State License Grades:* Dan in the audience indicated that the Professional board had an extensive discussion about the Class 6 Ship issue and they are discussing potential language changes to the statute. However, the Professional board is planning to wait for this apprentice class to move through to see if there really is a need to change the Code. The Commission agreed to table the matter until the May meeting to see how the cohort moves through. The primary concern will be safety.

### **NEW BUSINESS**

Eric James-First Class Pilot (Expired)

DAG Davis informed the Board that Mr. James renewal application will be pushed through.

### **CORRESPONDENCE**

None

### **OTHER BUSINESS (for discussion only)**

None

### **PUBLIC COMMENT**

Mr. Medd gave an Apprentice Activity Report to board stating the following:

- Exams were completed on October 14, 2019, each Apprentice passed the required exams
- The next exam is the State Exam, on November 18, 2019
- Apprentices have completed the process of testing for their federal pilotage
- Apprentices will be ready to begin work on January 3, 2019
- Apprentice Activity reports are attached
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### **NEXT MEETING**

The next meeting will be February 21, 2020.

### **ADJOURNMENT**

With no further business before the Board, a motion was made by Mr. Joseph, seconded by Mrs. Marshall, to adjourn the meeting. The motion carried unanimously. The meeting adjourned at 1:25 pm.

Respectfully submitted,

*Caryn Scott*

Caryn Scott  
Administrative Specialist II