

Minutes of Pilot Commission
Port Freeport
July 23, 2020
Via Video/Teleconference

Notice is hereby given that in accordance with the order the Office of the Governor issued March 16, 2020, and due to imminent threat to public health and safety and urgent public necessity the Port Freeport Pilot Commission will conduct a Special Meeting on Thursday, July 23, 2020 at 12:00 p.m. at the Administration Building, 1100 Cherry Street, Freeport, Texas in part by video/teleconference in order to advance the public health goal of limiting face-to-face meetings (also called "social distancing") to slow the spread of the Coronavirus (COVID-19).

The meeting agenda and agenda packet are posted online at www.portfreeport.com.

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Commissioners present:

Mr. Shane Pirtle, Chairman
Mr. John Hoss, Secretary/Treasurer
Mr. Rudy Santos, Commissioner
Mr. Ravi Singhania, Commissioner
Mr. Dan Croft, Commissioner

Staff Members present:

Mr. Jason Cordoba, Legal Counsel
Ms. Phyllis Saathoff, Executive Director/CEO
Mr. Al Durel, Director of Operations
Mr. Rob Lowe, Director of Administration/CFO
Mr. Brandon Robertson, Network Systems Manager
Mr. Chris Hogan, Director of Protective Services
Mr. Jason Hull, Director of Engineering
Ms. Mary Campus, Controller

Also, Present:

Captain Daniel Blanton, Brazos Pilots Association

1. CONVENE OPEN SESSION in accordance with Texas Government Code Section 551.001, et. seq., to review and consider the following:
2. Approval of minutes from the Special Meetings held May 28, 2020.

A motion was made by Commissioner Croft to approve the minutes as presented. The motion was seconded by Commissioner Singhanian with all Commissioners present voting in favor of the motion.

3. Receive update regarding protective procedures and continuity plans related to the pandemic.

Before beginning his presentation, Captain Blanton first updated the Board on the tropical depression stating the Captain of the Port issued Commission Whiskey (MSIB 2320 bulletin) earlier in the day. The Captain does not expect to raise the condition above Whiskey however it could change depending on projected forecast. The pilots are operating as normal at this time. An update was sent out through pilot dispatch and the Port Coordination Team was activated as was the Port Restoration Team should it be needed.

Captain Blanton stated the pilots issued a letter to a vessel for an egregious ladder (gangway). A written path forward on how it will be fixed will be sent to the pilots. Additionally, the pilots have continued communications with the tug and barges on the wire on how to better handle pilot transfers.

Capt. Blanton discussed the pilots protective and continuity plans related to COVID stating the pilots are practicing social distancing and have instructed all pilots and employees to not travel outside of the U.S. Temperatures are monitored daily at the office and no visitors are allowed. The pilots also have several different variances of PPE from cloth, KN95 and N95 masks to Tyvek suits, rubber gloves, face shields and goggles. When a pilot boards a foreign flag ship, reports of any condition of sickness are reported to the Coast Guard who has developed a task force that tracks crew changes, fevers, etc. and has a working relationship with them to clear the crew. Pilots discovered a hole in system with U.S. flag ships however they are working to develop a screening checklist specifically for the U.S. flag vessels to mitigate this situation. Upon boarding the pilots are met by ship's crew and are not allowed to use interior ladder wells or elevators so they are escorted to the bridge from the outside and are required to complete numerous forms/paperwork as well as have the appropriate PPE. Ms. Saathoff asked the pilots that if they are ever concerned about their supply of PPE to let the Port know so it can be supplemented. Captain Blanton also shared a draft of a COVID-19 questionnaire that will be sent to all U.S. flag vessels once it is finalized.

4. Receive update from the Brazos Pilots Association regarding 2020 vessel traffic, financial report, pilot boat fee collection and expenditures and other pilot matters.

Captain Blanton stated that vessel traffic is up 15% from prior year with most of the uptick coming in the first quarter. He shared a graphic showing the numbers of vessels per dock with BASF maintaining their numbers with tug and barges. The Port and Dow have been fairly consistent with their numbers. LNG is up significantly with 55 ships over zero from last year. Phillips remains the same and Seaway is up a bit. Overall, the total vessels are up to 566 over 470 from prior year. Captain Blanton reported on the financials for the boat loan stating the

current loan balance is \$1.9 million. He stated there was a \$9,240 unauthorized withdrawal from the account. The theft was reported to the Brazoria County Sheriff's Department and is being investigated as to how it happened. TDECU has refunded the money to the account. The pilots made a quarterly payment which will allow them to hold six months of business interruption insurance which will carry them through the hurricane season. Current balance is \$107,472.

Lastly, Captain Blanton gave an update on Deputy Pilot Noah Niday stating that he is doing really well and has great acumen to become a great pilot. He has completed 331 transits and is very close to being cleared to sail during daylight hours however he has been caught in the quarantine that has slowed his progress. He received permission to test (to draw his chart) in the RAC however the RAC shutdown. Sector Command was able to assist and proctored the test at the Command and has his pilot endorsement now. Additionally, he has been in self-quarantine from the tug and barge incident but will be clear to return to duty in a few days. Captain Blanton is not concerned Deputy Niday will be delayed in completing the two-year program.

5. Adjourn.

With no further business before the Commission, the meeting adjourned at 12:43 p.m.