

MEETING MINUTES

STATE OF WASHINGTON ~ BOARD OF PILOTAGE COMMISSIONERS

April 6, 2016

Present:

Chair: *Sheri Tonn (by telephone)* Vice Chair: Ned Kiley (in person)
Commissioners: Chuck Adams, Ed Marmol, Don Mayer, Sara Thompson (in person)
Phil Morrell, Grant Stewart, Eleanor Kirtley (by telephone)
Administration: Shawna Erickson, Peggy Larson (in person)
Assistant Attorney General: *Guy Bowman (by telephone)*
Public: Norman Hertz (in person)

A Closed Session/Special Meeting was called on April 5, 2016 and convened on April 6, 2016 by Chair Sheri Tonn. Written notice was provided pursuant to RCW 42.30.080 and WAC 363-116-020. An option to attend by telephone conference call was offered, originating in the Orca Conference Room, 2901 Third Avenue, Seattle, Washington.

CLOSED SESSION

A Closed Session was called from 1:30 p.m. to 2:10 p.m. to hear a presentation from Dr. Norman Hertz, Progeny Systems Corporation, regarding the 2016 Marine Pilot Written Examination process and to consider matters relative to this examination. Present were all those attendees listed above.

SPECIAL MEETING

A special meeting of the Board of Pilotage Commissioners was convened at 2:15 p.m. by Vice Chair Ned Kiley in the Orca Conference Room at 2901 Third Avenue, Seattle, Washington. Present were all those attendees listed above.

Set the Cut Score for the Written Examination. Dr. Norman Hertz gave an overview of the psychometric process and analysis involved in the development and administration of the Written Examination. Motion: Mayer/Marmol - set the Written Examination cut score at 111 as determined by the Subject Matter Experts and recommended by Dr. Hertz – Carried. All protests concerning the Written Examination were reviewed by Dr. Hertz and members of the Exam Committee resulting in no changes in the relevant standing of all applicants. Also, none of the 150 exam items were deemed flawed.

Determine the Number of Successful Applicants who will Advance to the Simulator Evaluation. Motion: Mayer/Marmol – based on the cut score of 111, 15 of the 18 applicants will advance to the Simulator Evaluation – Carried. This scoring information will be posted on the Board’s web site, sent by e-mail to all applicants, and posted at the Board Office later today. All applicants are referenced by an ID number until the entire examination and review process is complete.

Appoint the Evaluators of the Simulator Evaluation Portion of the Examination. Motion: Mayer/Adams – the four evaluators of the Simulator Evaluation shall be Captains Ed Marmol, Richard McCurdy, Deborah Dempsey and Don Mayer – Carried. Simulator Evaluations will begin April 11th.

There being no further business to come before the Board, Vice Chair Kiley adjourned the special Board meeting at 2:30 p.m.

Respectfully submitted,

Sheri J. Tonn, Chair

Peggy Larson, Executive Director

Edmund I. Kiley, Vice Chair

Commissioner Charles F. Adams

Commissioner Philip Morrell

Commissioner J. Grant Stewart

Commissioner Donald W. Mayer

Commissioner Edmund Marmol

Commissioner Eleanor Kirtley

Commissioner Sara Thompson