

**SOUTH CAROLINA COMMISSIONERS OF PILOTAGE**  
**LOWER COASTAL**

Monthly Meeting Agenda

September 9, 2025

5:00 PM

Charleston Pilots Office

6 Concord Street, Charleston, SC 29401

**Present:**

Board Members Present:

Mr. David R. Galloway (Chairman)  
Mr. Henry Hay  
Mr. Derrick Holmes  
Mrs. Amy W. Page  
Mr. Henry Coombs  
Mr. Joel Britt

Staff and Others Present:

Capt. Crayton Walters, Charleston Pilots Assoc.  
Mrs. Laura Smith, LLR Board Executive  
Hardwick Stuart SCLLR Board Counsel  
Ms. Valerie Torres, Maritime Assoc. of S.C./Pilot Commission secretary  
Madalyn Vezzosi, Charleston Pilots Assoc.

**Call to Order/Attendance**

**Meeting was called to order at 5:00 pm** by Mr. David Galloway, Lower Pilotage Commission Chairman.

Public Notice of this meeting was properly posted at the office of the LLR South Carolina Board of Commissioners of Pilotage website and at the Charleston Pilots Office, 6 Concord Street, Charleston SC. It was provided to any requesting persons, organizations or news media in compliance with Section 30-4-80 of the 1976 South Carolina Code, as amended, relation to the Freedom of Information Act. A quorum is noted as present/not present. All votes referenced herein were unanimous unless otherwise indicated.

**Approval of Agenda**

The agenda was reviewed.

- **Motion:** Approval of the agenda Mrs. Amy Page
- **Seconded by:** Mr. Joel Britt
- **Vote:** Unanimous approval

**Approval of Minutes and Financial Report** Mr. Galloway

The minutes August 12, 2025, and financial report was reviewed.

- **Motion:** Approval of the minutes & Financial report, Mr. Joel Britt
- **Seconded by:** Mrs. Amy Page
- **Vote:** Unanimous approval

**Old Business**

Coast Guard Report

- There was no Coast Guard report

#### Policy/Procedure update

- Online regulations have been updated and posted
- The commission reviewed Chapter Two, which outlines membership structure. This section reflects state law and lists eight designated positions. No changes were proposed to the membership itself, though the Beaufort and Jasper County seats remain vacant pending legislative action.
  - **Proposed Updates and Discussion:**
    - **Language Updates:** Removed outdated references to “first appointed” members and clarified that terms are three years, as per regulation. Adjusted phrasing around appointment timing to reflect the reality of the confirmation process, recommending a target date (e.g., July) while acknowledging flexibility.
    - **Committee Structure:** Reclassified standing committees (Personnel and Navigation) as ad hoc to reflect actual practice. The chairperson may convene and appoint members as needed.
    - **Personnel Committee:** Functions previously assigned to this committee (e.g., pilot activity review) are now handled at the commission level unless a committee is deemed necessary.
    - **Navigation Committee:** Pilot involvement is encouraged but not mandated. Committee functions may include coordination with the Army Corps of Engineers and addressing navigational safety issues.
    - **Formatting and Consistency:** Paragraphs were renumbered, and terminology (e.g., chairperson vs. chairman) was standardized.
    - **Chapter Three:** Will be reviewed at the next meeting, with only a one-sentence change anticipated.
  - **Apprenticeship Course Update:** Captain Cameron presented a comprehensive update to the Coast Guard-approved apprenticeship course. Key points included:
    - **Curriculum Expansion:** Increased from 115 to 140 learning tasks, adding clarity and specificity in areas such as emergency procedures, vessel behavior, electronic navigation, pilot safety, and regulatory accountability.
    - **Essay Requirement:** Apprentices must write essays for each learning task. These are retained for five years per Coast Guard regulations. Essays may be subpoenaed in the event of an incident, emphasizing the importance of thorough and accurate documentation.
    - **Manual Redesign:** The course manual was streamlined from 86 to 59 pages, with content reorganized and appendices added for easier updates. A graphical harbor experience map was introduced, cross-referenced with Coast Guard pilotage routes.
    - **Evaluation and Oversight:** The course includes a syllabus, evaluation criteria, and outlines the role of the course monitor. Updates were reviewed by a committee of pilots and apprentices to ensure accuracy and relevance.
    - **Purpose:** The course enables apprentices with limited tonnage licenses to earn unlimited tonnage endorsements through Coast Guard approval, fulfilling the commission’s training mandate.

#### LLR Report

- Due for August: Physical for George Campson

#### New Business

- There was no new business

#### Commissioners Comments

- There were no commissioner comments.

#### Legal Comments

- There were no legal comments

**Public Comments**

- There were no public comments.

**Announcements**

- November's meeting is changed from November 11, 2025, to November 12, 2025

**Adjournment**

- 5:32 PM

Next Meeting scheduled Tuesday, October 14, 2025