

STATE OF ALASKA  
DEPARTMENT OF COMMERCE, COMMUNITY, AND ECONOMIC DEVELOPMENT  
DIVISION OF CORPORATIONS, BUSINESS AND PROFESSIONAL LICENSING

## **BOARD OF MARINE PILOTS**

### **CONDENSED MINUTES OF THE MEETING HELD OCTOBER 24, 2024**

**By authority of AS 08.01.070(2) and in compliance with the provision of AS 44.62, Article 6, a scheduled meeting (teleconference) of the Board of Marine Pilots was held on October 24, 2024, at 333 Willoughby Avenue, 9<sup>th</sup> Floor, Juneau, AK.**

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| <b>Date:</b>                       | October 24, 2024   |
| <b>Time:</b>                       | 9:00 a.m.  |
| <b>Location:</b>                   | Special online teleconference ran from 333 Willoughby Avenue, 9 <sup>th</sup> Floor, Juneau, AK            |
| <b>Board Members Present:</b>      | Chair Curtis Thayer, Captain Edward (Ed) Sinclair, Les Cronk, Andrew Mew, Joseph (Joe) Tougas, Don Habeger |
| <b>Board Members Absent:</b>       | Captain James Cunningham   |
| <b>Division/SOA Staff Present:</b> | Thomas Bay (Marine Pilot Coordinator), Glenn Saviers (Deputy Director)                                     |
| <b>Present from the Public:</b>    | Administrative Law Judge Christopher Kennedy   |

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| <b>1. Review Agenda</b>         |  |              |
| <b>Brief Discussion:</b>        | There was no discussion to amend the agenda.   |              |
| <b>Motion:</b>                  | Move to accept the agenda as written (First: Habeger; Second: Mew).  |              |
| <b>Recorded Votes:</b>          | Mew - Yes  | Cronk - Yes  |
|                                 | Sinclair - Yes   | Tougas - Yes |
|                                 | Habeger - Yes  | Thayer - Yes |
| <b>2. Ethics Disclosures</b>    |  |              |
| <b>Brief Discussion:</b>        | Captain Sinclair requested recusal from the OAH discussion because he was recused when the board originally discussed the matter. Chairman Thayer approved his request to be recused.  |              |
| <b>3. OAH Proposed Decision</b> |  |              |
| <b>Brief Discussion:</b>        | Chairman Thayer asked Administrative Law Judge (ALJ) Christopher Kennedy if the discussion was preferred to be done in open discussion or executive session. ALJ Kennedy said that it was preferred to be done in deliberative session, a discussion in private with |              |

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|   | the board only. The board decided to move into deliberative session to discuss the OAH decision on Chad Clapp.   |              |
| <b>Motion:</b>                                    | I, Don Habeger, move that the Alaska State Board of Marine Pilots enter into deliberative session in accordance with AS 44.62.310(c), and Alaska Constitutional Right to Privacy Provisions, for the purpose of discussing Chad Clapp. The board's Marine Pilot Coordinator, Thomas Bay, and board member, Captain Sinclair, will be excluded from the discussion (First: Habeger; Second: Mew).   |              |
| <b>Recorded Votes:</b>                            | Mew - Yes  | Cronk - Yes  |
|   | Sinclair - Yes   | Tougas - Yes |
|   | Habeger - Yes  | Thayer - Yes |
| <b>Off Record: 9:07 a.m.</b>                      |  |              |
| <b>Brief Discussion:<br/>On Record: 9:32 a.m.</b> | No official action was taken during executive session. The board considered and adopted the OAH's proposed decision.   |              |
| <b>Motion:</b>                                    | Move to adopt the proposed decision as the final agency decision in the matter of Chad Clapp (First: Cronk; Second: Mew).  |              |
| <b>4. MPC Position</b>                            |  |              |
| <b>Discussion:</b>                                | Mr. Bay informed the board that the Executive Administrator position for his other boarded program, the Big Game Commercial Services Board, had been created and that he would be taking the position. He thanked the board for the opportunity to work with them and assured them that he would be available should his replacement need any assistance. Deputy Director Glenn Saviers introduced herself to the board and said that the change would benefit both boards, with both having a solely dedicated person working for them. She informed the board that the division proposes Renee Carabajal, the previous Marine Pilot Coordinator (MPC) and current Program Coordinator 2 within the division, as Mr. Bay's replacement. Deputy Director Saviers explained that the division expects a seamless transition by hiring an MPC who has past experience in the position and an existing working relationship with Mr. Bay. She asked if the board would be supportive and approve the position being offered to Ms. Carabajal. After discussion, the board approved to hire Renee Carabajal as the new Marine Pilot Coordinator. |              |
| <b>Motion:</b>                                    | Move to hire Renee Carabajal as the new Marine Pilot Coordinator (First: Mew; Second: Habeger).  |              |
| <b>Recorded Votes:</b>                            | Mew - Yes  | Cronk - Yes  |
|   | Sinclair - Yes   | Tougas - Yes |
|   | Habeger - Yes  | Thayer - Yes |
| <b>Adjourn:</b>                                   | 9:52 a.m.  |              |

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| Date Final Minutes Approved by the Board:<br>X Meeting <input type="checkbox"/> OnBoard | 01/29/2025 |
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