



Port Arthur Navigation Safety Advisory Committee

Southeast Texas Waterways Advisory Council (SETWAC)

Charter

Purpose/Mission

This Council is a public forum to facilitate discussion and exchange of ideas, thoughts and advice among all stakeholders on a wide range of issues relevant to the Sabine and Neches Rivers, serving the ports of Port Arthur, Beaumont and Orange, in the southeast corner of Texas. The Council may advise regulatory bodies and seek actions of non-regulatory entities to achieve the resolution of concerns and enhance safety. Issues include but are not limited to: communications, traffic management, anchorages, and other topics dealing with safety, efficiency, preservation and improvement of the transit and usage of the Sabine-Neches Waterway System.

Scope

SETWAC is a "harbor safety committee" as discussed in the U.S. Department of Transportation's September 1999 Report to Congress "An Assessment of the U.S. Marine Transportation System" and in subsequent Coast Guard guidance on the establishment and development of harbor safety committees. SETWAC was chartered on March 14, 1997 by the Coast Guard Captain of the Port (COTP) in Port Arthur in a form which met many of the expectations for a harbor safety committee. However, the COTP was the Executive Director and SETWAC's purpose was to provide the COTP with advice on an as-needed basis. The Coast Guard desires harbor safety committees where government agencies support, but do not control. Since there are no local or state entities which regulate waterway use, similar to the Coast Guard, a cooperative harbor safety committee with broad membership is desirable for coordination. This charter is similar to the 1997 charter.

Other, somewhat similar cooperative organizations are focused on specific issues. Although common issues may exist with SETWAC, some of these other organizations are required by law or federal agency standards. Many members of those organizations are also members of SETWAC. The Southeast Texas and Southwest Louisiana Coastal Zone Area Committee implements requirements of the Oil Pollution Act of 1990, with focus entirely on prevention and response to oil and hazardous material spills. The Port Arthur/Beaumont Port Readiness Committee deals solely with the shipment of military cargo through these ports. Although they are distinct from SETWAC, these two committees cover typical concerns of harbor safety committees.

Organizational Structure

Managing Board: The Managing Board is comprised of volunteers who may be elected. Serving in the manner of a board of directors, the members of the Managing Board oversee the day-to-day scheduling and operations of SETWAC and coordinate the agenda. Government agency members of the Managing Board are non-voting members. A Chairperson of the Managing Board may be elected.

Standing Committees: These committees address aspects of the Sabine-Neches Waterway System which remain through time. Members are volunteers or are appointed by the Managing Board and typically are linked to the committee's interests through their personal expertise. Each committee will have a Chairperson elected from its members or appointed by the Managing Board. The following standing committees exist at the implementation of this charter:

-Vessel Traffic Management/Navigation (includes pilots, agents, and vessel operators/charterers)

-Waterway Maintenance and Improvement (covered by the U.S. Army Corp of Engineers (ACOE) and Jefferson County Waterway Navigation District (JCWND))

-Waterway Security (covered by the Area Maritime Security Committee and Port Readiness Committee)

Ad-hoc Committees: These committees are established on an as-needed basis to address and resolve specific issues. Members are volunteers or are appointed by the Managing Board and are often linked to the committee's interests through their personal expertise. These committees are established and terminated by the Managing Board. Each committee will have a Chairperson elected from its members or appointed by the Managing Board.

Executive Secretary: An Executive Secretary will provide administrative support at no charge. Duties include: maintaining the membership listing, recording and mailing meeting minutes, distributing announcements and agendas for meetings, distributing other materials. Use of a webpage for disseminating information is encouraged. Government agencies, such as the Coast Guard, may serve as the Executive Secretary to bear administrative costs.

SETWAC Membership: Ideally, at least one person from the following entities will be a SETWAC member. The members serve as volunteers until they no longer desire to serve, or until other persons with similar interests successfully seek membership with the approval of the Managing Board. The Managing Board may, if desired, determine membership through a vote of SETWAC members. Members are not bound by decisions or recommendations of SETWAC or its committees or liable for the same.

Non-voting members:

CG Auxiliary / U.S. Power Squadron	U.S. Army Corps of Engineers
Community Chamber of Commerce	U.S. Coast Guard (COTP)
Texas General Land Office	U.S. Fish and Wildlife
Texas Department of Public Safety	U.S. Maritime Administration
Texas Parks and Wildlife Department	U.S. Military Sealift Command

Voting members (one from each entity):

Barge Operating Company, or AWO/TWO Rep. Chemical/Oil Refining Docks Commercial Fishing Association Emergency Response Entity, such as Sabine-Neches Chiefs Association Harbor Tug Company Jefferson County Emergency Management Jefferson County Waterway & Navigation District Law Enforcement LNG Terminals Marine Terminals	Organized Labor Port of Beaumont Port of Orange Port of Port Arthur Port of Sabine Sabine Pilots Association Shipping Agents Ship Operating Company Shipyard or Vessel Repair Facility Texas Pilots Association U.S. Army Corps of Engineers
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Meetings: Meetings of SETWAC as a whole will be scheduled by the Managing Board and are open to the public. Meetings will be held on a quarterly basis and more frequently if needed. Meetings of committees will be held on an as-needed basis as determined by the Managing Board and the members of the committees, and are open to the public if so decided by the committee. The desire for making decisions is that a consensus will be reached. If a vote is needed, a simple majority of the members present decides. Members may be represented by alternates, who are chosen by the member.