



Houston Ship Channel Security District

<http://www.hscsd.org>

2012-2014 Zone Director Nomination Schedule

- 10/01/11 – Send letters to Harris County and Harris County Mayors and Councils Association Requesting Each to appoint a Director. They will have 2 months to respond.
- 10/01/11 – Email facility contacts that Requests for Candidates will be arriving shortly
- 10/10/11 – Send Request for Candidates for Zone Directors to facilities by certified mail.
- 11/07/11 – Email reminder requesting the submission of candidate names and follow-up, as necessary, with candidates to obtain resumes.
- 11/08/11 – Annual Luncheon - remind attendees to submit candidates by Friday
- 11/11/11 – Deadline for receipt of zone candidate names and candidate resumes from facilities.
- 11/14/11 – Email candidate resumes; announcement that the ballots will be coming 11/28/11 and instructions for voting.
- 11/28/11 – Email unique ballots by zone to facilities.
- 11/30/11 – Email Directors requesting they contact facilities that have not voted.
- 12/01/11 – Deadline for Harris County Commissioners Court and Harris County Mayors and Councils Association to have appointed their Directors.
- 12/02/11 – Deadline for receipt of ballots from facilities – 11:59 PM
- 12/05/11 – Send Zone Director Nominations to Commissioners Court.
- 12/13/11 – Announce winning candidates at the HSCSD Board meeting
- 12/20/11 – Commissioners Court approval of Zone Directors.

