

## MINUTES

**Houston Ship Channel Security District  
Board of Directors Public Meeting**

**Houston, Texas  
January 27, 2010**

A public meeting of the Board of Directors of the Houston Ship Channel Security District was convened on January 27, 2010 at 9:00 a.m. at the offices of the West Gulf Maritime Association (WGMA), Executive Board Room, Third Floor, 1717 East Loop North, Houston, Texas. The following directors were present:

Beth Bowles  
Clayton Curtis  
Greg DeLong  
Harry Engelhardt, Jr.  
Richard Henderson  
Robin Riley  
Tom Schroeter  
Steve Stewart  
Lawrence Waldron  
Ray Yellig

Mark Skobel was absent from the meeting.

Also present at the meeting was Jan Park, employee of the Port of Houston Authority and Assistant to Tom Schroeter. At Mr. Schroeter's request, Ms. Park took notes for the Minutes of the meeting.

The Meeting was called to order at 9:00 a.m. by Tom Schroeter.

Mr. Schroeter called for nominations for a temporary chairman. He stated that he would not be a candidate for the position of Chairman for the term of his office, but that he would be willing to

take on the position of Chairman Pro Tempore for the purpose of getting the meeting underway. Robin Riley moved and Steve Stewart seconded the Motion that Tom Schroeter act as Chairman Pro Tempore for the purpose of the January 27, 2010 meeting. The Motion was voted on and carried unanimously.

The Board was welcomed to WGMA by Neils Aalund, WGMA's Vice President of Maritime Affairs of WGMA.

Each of the Directors present at the meeting then introduced themselves. Mr. Schroeter also recognized the following individuals: Mr. Doug Adkinson and Mr. Ian Gorman of Harris County and Mr. Rick Diehl, EHCMA Director and Chairman of the AMSC Grant Subcommittee.

Bruce Birdwell, Risk Manager from the Port of Houston Authority, gave a presentation regarding directors' liability insurance that included details regarding a proposed policy from Chubb Insurance Company. Mr. Schroeter indicated the Port of Houston Authority offered to advance monies against its anticipated assessment obligation in order to pay the \$2,500 annual premium for the policy discussed by Mr. Birdwell. After a brief discussion Ray Yellig moved and Harry Englehardt, Jr. seconded a Motion that the Board of Directors of the Houston Ship Channel Security District request that Mr. Birdwell proceed to obtain a policy of liability insurance for the Directors. Passed unanimously. Cost of said insurance shall be paid for by the Port of Houston Authority and said cost of insurance shall be deducted from its initial assessment.

Discussion ensued regarding the purpose and mission of the Houston Ship Channel Security District. The directors also discussed the Open Meetings Act and Public Information Act. A discussion was held regarding grants from the Department of Homeland Security (through its FEMA agency) and the future assessment of the District's members. It was noted that representatives of Harris County, including Jeremy Phillips of the Public Infrastructure Department, would attend a future meeting to make a presentation on the County's plans for a security infrastructure system that would encompass the Houston Ship Channel Security District and its four zones.

The Meeting was adjourned at 10:35 a.m. by Mr. Schroeter for a short break.

The Meeting was reconvened at 10:50 a.m. by Mr. Schroeter.

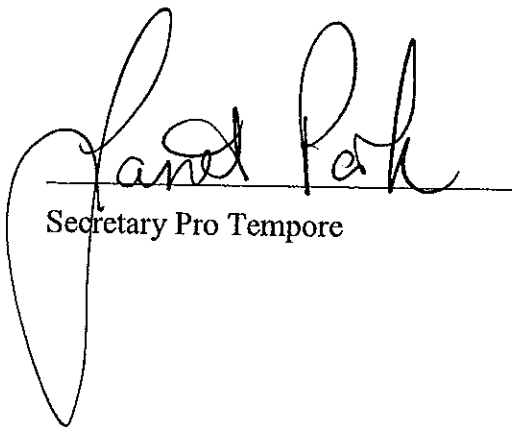
Mr. Schroeter discussed the provisions in Chapter 68 of the Texas Water Code pertaining to staggered terms. This matter will be taken up at a future meeting of the Board.

Beth Bowles moved and Robert Riley seconded a Motion that Tom Schroeter be the acting Chairman pro-tempore and Jan Park be acting Secretary pro-tempore for the first two meetings. Motion passed unanimously.

Robin Riley passed out a document regarding an upcoming Security Conference and indicated that Board members may wish to attend seminars on security. The Directors discussed the need to keep informed, educated and updated on security matters affecting the Security District, and on the need to foster relationships with those persons and organizations who are stakeholders in these matters.

It was decided that the next meeting would be held on February 16, 2010 at 9:00 a.m. at WGMA.

The Meeting was adjourned at 11:11 a.m.

  
Secretary Pro Tempore

  
Chairman Pro Tempore