

**Board of Directors of the Houston Ship Channel Security District
May 13, 2025**

A meeting of the Board of Directors (“Board”) of the Houston Ship Channel Security District (“District”) was convened on May 13, 2025, open to the public, at the offices of the Greater Houston Port Bureau, 4400 Highway 225, Suite 200, Deer Park, Texas, in accordance with the duly posted Notice of Public Meeting.

The roll was called of the officers and members of the Board as follows:

Judson Coleman, Secretary
Raymond Espinosa
Eric Finck
Mark Griffin, Treasurer
Thom Kolupski
Jeff Suggs
Gary Scheibe, Chair
Buck Tadlock
Jessica Thomas, Vice Chair
LaKenya Wilson

and all said persons were present, except Directors Suggs and Tadlock, thus establishing a quorum. Also present were Daniel Ringold of Schwartz, Page & Harding, L.L.P. (“SPH”), legal counsel for the District, and Angela Gonzalez and Eric Carrero of the Greater Houston Port Bureau (“GHPB”), administrators for the District.

1. Call to Order

Chair Scheibe called the meeting to order at 2:02 PM.

2. Public Comment

There were no comments from the public.

3. Approval of Minutes of April 8, 2025, Board of Directors Meeting

Chair Scheibe advised the Board that the draft minutes of the April 8, 2025, Board meeting were distributed as part of the Board Book materials and asked if there were any comments or suggested revisions to said minutes. There being none, Director Thomas moved to approve the minutes of the April 8, 2025, meeting, as presented. Director Finck seconded the motion, which passed unanimously.

4. Chair's Comments on Industry Regulations and Related Matters

Chair Scheibe advised that, starting on January 12, 2026, MTSA facilities will need to have completed cybersecurity training. He recommended that facilities with questions regarding compliance requirements contact Steve Roberts, who is well versed in the new USCG cybersecurity regulations. He briefly mentioned the need to have a cybersecurity officer in place who would be akin to a FSO on the physical plant side. Chair Scheibe noted that this could be a great opportunity for harmonization between regulated facility partners.

5. Request from City of Baytown for funding of replacement motor from Marine firefighting and response boat

Asst. Chief Patrick Mahoney from Baytown Fire Department ("BFD") reminded the Board that BFD owns and operates a 30 foot fire boat that was purchased with the support of the District through the Port Security Grant Program, and is part of BFD's team that responds to calls in and around the Port of Houston. He noted that the asset is also available for EMS, HazMat, and Search & Rescue calls throughout the Houston Ship Channel, Galveston Bay and Trinity Bay. He advised that the boat is now five (5) years old and is starting to show the effects of normal wear and tear. While the City of Baytown handles most repairs and replacements for the fire boat "in house", the propulsion motors on the boat are nearing the end of their projected useful lives and there have been extended periods of time in which the asset has not been in service and available to respond to calls in the past year because of necessary motor repairs. He stated that BFD is seeking financial support from the District in the amount of \$31,000 to purchase a replacement motor to be maintained as "shelf stock", such that there would be little to no downtime in the event one of the existing motors needs to be pulled for repair. Following discussion on the matter, the Board encouraged BFD to include the motor in a PSGP application, for which the District would likely provide local funding share support. The Board further asked Asst. Chief Mahoney to let the District know if there are further failures of the propulsion motors that require more immediate attention in the interim.

6. Legal Report – Schwartz, Page & Harding, LLP

Mr. Ringold advised that the delinquent assessment collections attorneys report is included in the Board Book materials. He further advised that he had nothing further of a legal nature to report at this time.

7. Status Report – Greater Houston Port Bureau

a. Administrative and Financial Reports

Mrs. Gonzalez advised that the administrative and financial reports are in the Board Books. She advised that there are two (2) checks which require Board approval: one payable to Harris County in the amount of \$17,976.81 to cover PSGP matching funds, and one payable to the GHPB in the amount of \$15,886.01 for monthly administrative expenses. Director Thomas moved to approve payment of the two invoices. Director Griffin seconded the motion, which passed unanimously. Director Wilson abstained from voting on the matter.

b. Assessment Update

Mrs. Gonzalez advised nothing further to report at this time that was not covered in the delinquent assessment collection attorneys' report.

c. Education Report

Mrs. Gonzalez advised that the MTSA FSO Classes in May are fully booked and that a CYSO cybersecurity training course is scheduled for June 17th and 18th. She further noted that all training class dates are listed in the new District magazine.

d. Management and Outreach

Capt. Carrero discussed means of electronic delivery of board book materials to the Directors in advance of the meetings. Capt. Carrero then discussed outreach efforts on behalf of the District in connection with the current Texas Legislative Session and the benefit to the District of the GHPB having a lobbyist engaged.

8. Status Report – City of Baytown

Lt. Person advised that the City of Baytown has been coordinating with the City of Houston for upcoming training for the marine teams.

9. Status Report – City of Houston

Larry Baldwin advised that the City of Houston's activity report was included in the Board Book materials. He also advised that Mayor Whitmire reached out to the Secretary of the Navy to attend the 250th anniversary of Fleet Week, and the Secretary has accepted the invitation. The event is currently scheduled for the second week of November.

10. Status Report – Harris County

a. Universal Services/CTS

Bo Garces reported that all cameras 172 and the Command Bridge software is operational, but two of the 183 sites are down as a result of construction activities. Environmental enclosure work is on-going and CTS is near completion of the microwave replacements.

b. Engineering

Kenny Payne advised that he had nothing to report on behalf of Harris County Engineering.

c. Sheriff's Office

LT. Twitty advised that HCSO's report was in the Board Book materials. He noted that he had nothing else to report this month.

11. Status Report – Texas Department of Public Safety

There was no one present from the Texas Department of Public Safety.

12. Status Report – U.S. Coast Guard

Larry Johnson advised that May 29th is the next AMSC meeting, and that the Notice of Funding Opportunity for the 2025 PSGP still has not been released. The latest update Sector Houston has is that the 2025 program has been approved by the Federal Government, FEMA has submitted the NOFO for review, and is waiting for it to be approved for release. Tyson Muniz advised that Sector Houston will be moving to paperless storm forms utilizing the Microsoft Forms tool, effective June 1, 2025. He discussed several aspects of that change and procedures for designating contacts and submitting completed electronic forms. Keiton Moore advised that the Homeport platform is currently down. Capt. Carrero noted that Greater Houston Port Bureau is working closely with VTS in the interim and has added a tab on its website along with other USCG announcements.

13. Status Report – U.S. DHS/CISA

Julio Gonzalez advised he had nothing to mention at this time.

14. Recess to Executive Session to discuss matters relating to security devices and personnel or security audits pursuant to §551.076, Texas Government Code; emergency response providers, risk or vulnerability assessments, encryption codes and security keys for communications systems, information prepared for the United States, information relating to critical infrastructure, and information relating to security systems, all pursuant to §418.183(f), Texas Government Code; and to consult with the District's attorney pursuant to matters authorized by §551.071, Texas Government Code, including proposed settlement agreement in connection with pending litigation:

There was no Executive Session.

15. Reconvene in Open Session and Take Any Action Regarding Items Discussed in Executive Session

There was no Executive Session, therefore nothing to report.

16. US DOT Maritime Grant, HSCSD Support Request

Christine Schlenker advised that she is in the process of transitioning employment from the GHPB to the Port of Houston Authority, and is serving as an independent consultant to IRG Realty Advisors in the interim. She advised that IRG has acquired the Mosaic Terminal and former Oil States barge dock facility, and are looking to convert that facility to a deep draft dock. IRG is requesting that the District serve as the lead applicant on a Port Infrastructure Development Program grant to help fund the project, with IRG being a co-applicant and covering all of the local funding share requirements, as well as any transactional costs to the District in serving as the applicant. She noted that IRG is further

proposing that the District and/or its law enforcement partners would have the opportunity to use the dock once a year for 5 years, free of charge, in connection with training exercises. As we know congestion on the channel is always a safety issue. She advised that the Houston Pilots have already reviewed the plan, and the Army Corp of Engineers is currently considering a permit application for same. She then discussed a number of transportation, safety, and security benefits for the Houston Ship Channel in the conversion of the barge dock to a deep draft dock. A discussion regarding the request ensued, with Chair Scheibe noting that the District has not historically taken on the roll of being a conduit applicant for private companies, and inquiring about the District's authority to act in that capacity. Mr. Ringold advised the Board that the District does have the authority to exercise economic development powers provided by Chapter 375 of the Texas Local Government Code to Municipal Management District, including those relating to transportation improvements. He asked Ms. Schlenker to provide additional information on the particular project and the PIDP, such that he could determine the particulars of the program and the implications to the District in submitting an application for same. Additional comments from Board members included concerns regarding potential liability for the District, to which they asked Mr. Ringold to review the program requirements relative to same. Following discussion, the Board determined to further discuss participation at its next meeting. Mr. Ringold encouraged Ms. Schlenker to reach out to other potential co-applicants in the interim, given the approaching program submittal deadline of September of 2025.

17. Consider Items for Future Meeting Agendas

Nothing presented.

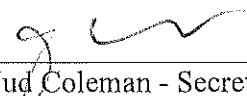
18. Adjourn.

Director Thomas moved to adjourn the meeting at 2:48 p.m. Director Wilson seconded the motion, which passed unanimously.

Next Meeting.

The next meeting of the Board will be on June 10, 2025, at 2:00 PM at Greater Houston Port Bureau 4400 Highway 225 Suite 200, Deer Park, Tx 77536

The above is a correct copy of the Minutes of May 13, 2025, meeting of the Board of Directors of the Houston Ship Channel Security District.



Jud Coleman - Secretary