

Houston Forensic Science LGC, Inc.

MEETING OF BOARD OF DIRECTORS
MINUTES

June 12, 2013

The undersigned, being the duly appointed Acting Recording Secretary of the Houston Forensic Science LGC, Inc. (the "Corporation"), hereby certifies that the following are true and correct minutes of the June 12, 2013, meeting of the Board of Directors (the "Board") of the Corporation.

A. In a manner permitted by the Corporation's Bylaws, the meeting was called by providing all Directors with notice of the date, time, place, and purposes of the meeting more than three days before the date of the meeting.

B. In accordance with Chapter 551, Texas Government Code, which Chapter is made applicable to the Corporation by Section 431.004, Texas Transportation Code, a notice of the meeting was duly filed on June 6, 2013, in the same manner and location as required by law of the City of Houston, Texas (the "City").

C. The meeting was called to order by Scott Hochberg, Chairman of the Board, at 9:02 a.m. on Wednesday, June 12, in the Council Annex Chambers, 900 Bagby St. (Public Level), Houston, Texas 77002.

D. Chairman Hochberg appointed Director Nicole Casarez as Acting Secretary for purposes of the meeting. Mr. Hochberg noted that Director Donna Cole had submitted her letter of resignation, a copy of which was provided to the Board. Mr. Hochberg thanked Ms. Cole for her service.

E. Ms. Casarez called the roll. The following Directors were present: Scott Hochberg, Nicole Casarez, Marcia Johnson, Hiram A. "Art" Contreras, Catherine Lamboley, Willie E. B. Blackmon, and Tom P. Allen (ex-officio).

The following Directors were absent: Enrique Barrera and Sandra G. Thompson.

Mr. Hochberg announced that a quorum of the Directors was present.

F. Mr. Hochberg noted that a draft of the minutes of the Corporation's meeting of May 24, 2013, had been distributed to the Board. Ms. Johnson made a motion to approve the minutes, and it was seconded by Mr. Blackmon. The Motion passed unanimously, and the minutes of the meeting of May 24, 2013 were adopted.

G. Mr. Hochberg asked if any members of the public were present who would like to address the Board. Mr. Hochberg then noted that no one had asked to address the Board, and the meeting continued.

H. Mr. Hochberg noted that the Board liaison to the Technical Advisory Group, Mr. Barrera, had prepared a written update on TAG activities. A copy of the report was provided to Board members.

I. Mr. Hochberg updated the Board regarding the status of the CEO position, noting that a draft employment contract between the Corporation and Dr. Daniel Garner had been prepared by Ms. Lambolely, Mr. Contreras and Mr. Barrera in consultation with Mr. Allen and the City Attorney's Office. A copy of the draft contract was provided to the Board. Ms. Lambolely outlined the terms of the agreement and the Board discussed questions and possible additions and clarifications. Board members agreed to send any further comments on the contract to Mr. Allen, who will circulate a second draft. At the conclusion of the discussion, Ms. Johnson made a motion to authorize Mr. Hochberg to negotiate the employment contract with Dr. Garner subject to approval of the Board at its next meeting on July 12, 2013. Mr. Blackmon seconded the motion, and it passed unanimously.

J. Mr. Hochberg reported on recent legislative activity related to the Corporation's ability to access federal and state criminal justice databases.

K. Mr. Hochberg updated the Board regarding the current financial position of the Corporation, compared with the Corporation's adopted budget.

L. Mr. Hochberg noted that the City of Houston has not yet adopted a budget for fiscal year 2014. Accordingly, Mr. Hochberg made a motion to extend the Corporation's fiscal year 2013 spending authority through the month of July 2013. Mr. Contreras seconded the motion, and it passed unanimously.

M. Mr. Hochberg reported that he had contacted the Texas Municipal League and the Alexander Agency regarding what they would charge to provide workers' compensation and non-owned auto insurance coverage for the corporation. The Texas Municipal League had provided a quote, and Mr. Hochberg was waiting to hear back from the Alexander Agency. Ms. Johnson made a motion that, upon receipt of the second quote, that Mr. Hochberg have the authority to engage one of those firms to provide such insurance coverage, with a price not to exceed \$3,600. Mr. Contreras seconded the motion, which passed unanimously.

N. Ms. Johnson provided the Board with a draft policy regarding the awarding of contracts, and led the Board in a discussion about the draft. Action on the draft was postponed to a future board meeting.

O. Mr. Hochberg appointed an informal working group consisting of the faculty members of the Board (Mr. Barrera, Ms. Johnson, Ms. Thompson and Ms. Casarez) and charged them with coming up with a recommendation regarding meeting dates and times for future board meetings.

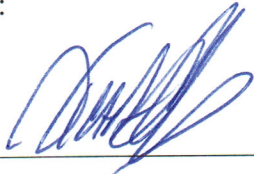
P. Ms. Lambolely called to the Board's attention to the fact that Directors' City identification badges have expired.

Q. Mr. Hochberg noted that the Board is still in search of a part-time administrative assistant.

There being no other business, the meeting was adjourned at 10:22 a.m.

Houston Forensic Science LGC, Inc.

By:

A handwritten signature in blue ink, appearing to read 'Victoria Ford', is written over a horizontal line.

Victoria Ford, Acting Secretary