

Houston Forensic Science LGC, Inc.

MEETING OF BOARD OF DIRECTORS  
MINUTES

July 10, 2013

The undersigned, being the duly appointed Acting Secretary of Houston Forensic Science LGC, Inc. (the "Corporation"), hereby certifies that the following are true and correct minutes of the July 10, 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 July 5, 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 9:06 a.m. on Wednesday, July 10, 2013, in the Council Annex Chambers, 900 Bagby St. (Public Level), Houston, Texas 77002.

D. Chairman Hochberg appointed Ms. Victoria Ford as Acting Secretary for purposes of the meeting.

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

The following Directors were absent: Marcia Johnson, 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 June 12, 2013 had been distributed to the Board. Ms. Lamboley 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 June 12, 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 updated the Board regarding the status of the contract for the CEO position, noting that a few minor edits were made to the contract including the effective dates for employment and that with those changes the contract has been accepted by Dr. Daniel Garner

and Mr. Hochberg on behalf of the Board. A motion was made to ratify the employment contract by Mr. Hochberg and was seconded by Mr. Blackmon and then was unanimously adopted. Dr. Garner was invited to join the panel and made some welcoming comments.

(Director Thompson joined the meeting at approximately 9:12 a.m.)

I. Mr. Hochberg reported to the Board that he has now received quotes for workers' compensation and non-owned auto insurance coverage for the corporation from the Texas Municipal League Intergovernmental Risk Pool (TMLIRP) and from W.J. Alexander & Associates, P.C. He reported that the quote from the TMLIRP was significantly lower and that therefore the Corporation has purchased policies through TMLIRP.

J. Mr. Hochberg noted that the Board liaison to the Technical Advisory Group was not present today and that he had been advised by Mr. Barrera there was nothing new to report from that group at this time.

K. Mr. Hochberg reported on recent legislative activity related to the Corporation's ability to access federal and state criminal databases, explaining that both bills which were passed by the Legislature were signed into law by the Governor. He reported that the legislation which classifies the Corporation as a criminal justice agency took immediate effect. He added that the law related to the background checks will take effect on September 1, 2013.

L. Mr. Hochberg, on behalf of Ms. Johnson, presented to the Board a draft policy regarding the awarding of contracts. He reported that some additional legal questions had arisen which would need to be taken into consideration prior to the adoption of a contracts policy by the Board. A discussion ensued regarding the vague nature of the laws related to local government corporations purchasing requirements and regarding the specific requirements of the Corporation's by-laws. Discussion also occurred regarding specific items within the draft policy. The board determined that Mr. Contreras would contact the City purchasing department and bring additional information back to the board regarding these issues.

M. Mr. Hochberg noted that the City of Houston did adopt a budget for fiscal year 2014 and outlined the impact of that budget on the Corporation's own budget. In order to allow Dr. Garner to review the budget and provide input into the budget prior to its final adoption, Mr. Hochberg made a motion to extend the Corporation's fiscal year 2013 spending authority through the month of August 2013. Mr. Contreras seconded the motion and it passed unanimously. (Chief Slinkard spoke to the board during the discussion clarifying the status of the control substance analysts that are being hired.

N. Mr. Hochberg reported to the board on a draft guidance document received from Doeren Mayhew related to the possible options for the Corporation's federal tax status. He noted that the document was in error in stating that the Board must decide quickly on whether or not to apply for 501(c)3 status. Discussion occurred among board members regarding the possible benefits and challenges of being a 501(c)3 and Mr. Allen proposed a hybrid model for consideration as well. The issue was deferred for further discussion at a later time with no action taken.

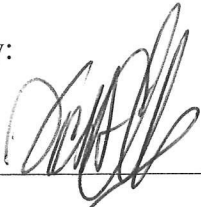
O. Mr. Hochberg appointed Dr. Thompson and Dr. Barrera to a workgroup to monitor and develop quality assurance for the Corporation working in connection with the Technical Advisory Group. He also appointed Ms. Lambolay, Mr. Contreras, and Ms. Johnson to an

informal working group to assist Mr. Allen with the further research and development of the interlocal agreement with the City of Houston.

There being no other business, the meeting was adjourned at approximately 9:59 a.m.

HOUSTON FORENSIC SCIENCE LGC, INC.

By:

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

Victoria Ford  
Acting Secretary