

# Houston Forensic Science LGC, Inc.

## MEETING OF BOARD OF DIRECTORS MINUTES

March 13, 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 March 13, 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 March 8, 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 9:00 a.m. on Wednesday, March 13, 2013, in the Council Annex Chambers, 900 Bagby St. (Public Level), Houston, Texas 77002.

D. Ms. Bohr called the roll. The following Directors were present:

Scott Hochberg, Nicole B. Cásarez, Enrique V. Barrera (left at 12:10 a.m.), Hiram A. "Art" Contreras (left at 11:30 a.m.), Catherine Lamboley, Donna Cole (arrived at 9:10 a.m.), Sandra Guerra Thompson, and Tom P. Allen (ex-officio).

The following Directors were absent: Marcia Johnson, Willie Blackmon.

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

E. Mr. Hochberg noted that a draft of the minutes of the Corporation's meeting of February 12, 2013, had been distributed to the Board. Mr. Hochberg noted that the minutes included a resolution which embodies a motion passed dealing with increasing the limit on the banking resolution requiring two signatures. Ms. Lamboley made a motion to approve the minutes, and it was seconded by Mr. Contreras. The Motion passed unanimously, and the minutes of the meeting of February 12, 2013, were adopted.

F. Mr. Hochberg asked if any members of the public wished to address the Board. There was no response from the persons present.

G. Mr. Hochberg invited Chief Timothy Ottmeier to give an update on the DNA backlog reduction plan. Mr. Joseph Fenninger, Houston Police Department CFO, and Ms. Irma Rios, Lab Director, participated in the presentation.

H. Mr. Hochberg discussed the check that was made out to the City of Houston and inadvertently mailed with only one signature. Mr. Hochberg made a motion that the check made out to City of Houston for \$9,223.18 be ratified. Mr. Barrera seconded the motion. The motion passed unanimously.

I. Mr. Hochberg asked Mr. Barrera to give an update on the Technical Advisory Group. An initial meeting with the TAG members is planned for mid to late April, and board members will be contacted regarding their availability.

J. At Mr. Hochberg's request, Ms. Thompson presented the Mission Statement. After three word changes, Mr. Hochberg made a motion that the document be adopted as our Mission Statement. Ms. Cole seconded the motion. The motion passed unanimously on a roll call vote.

K. Mr. Hochberg invited Ken Carrick, Coleman Lew, to participate in the meeting via Skype to give an update on the CEO search. Skype interviews will be scheduled in the near future. Mr. Allen will research issues around confidentiality and the Public Information Act. Mr. Allen will also research whether a full board Executive Session meeting can be held with Mr. Carrick in attendance. Another possibility may be to have a working group meet with Mr. Carrick for a briefing and take that information into Executive Session. Mr. Carrick will provide a handbook to help with the interviews.

L. Mr. Hochberg asked Mr. Fenninger to discuss the portion of the preliminary 2014 budget that is shared with Houston Police Department. Janet Bryan-Matura from Doeren Mayhew was asked to discuss the remainder of the preliminary 2014 budget. Ms. Cole made a motion that the budget be accepted as drafted as the budget request for the coming fiscal year. Mr. Hochberg seconded the motion. The motion passed unanimously on a roll call vote.

M. Ms. Cole made a motion that the transition issues working group be given authority to interview and get quotes from some HR legal firms. Ms. Lamboley seconded the motion. The motion passed unanimously.

N. Mr. Hochberg asked Mr. Allen to discuss the preliminary draft of the interlocal agreement between the LGC and the City of Houston.

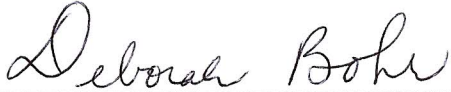
O. Mr. Hochberg discussed the independent review of the crime lab and other forensic areas, and an offer of outside funding for partial payment of the cost. Ms. Lamboley made a motion that the chair be authorized to contract on behalf of the HFSLGC with the Bromwich Group to review areas of the HPD forensic division which will come under the jurisdiction of the LGC (which does not include the property room, which remains the responsibility of HPD), to evaluate implementation of recommendations included in the Summary of Recommendations of the Independent Investigator for the HPD Crime Lab and Property Room, dated August 8, 2007, and related documents, for the purpose of validating the completion of implementation of the recommendations (or implementation of

alternative solutions) and providing information to the LGC board on any recommendations not yet fully addressed. The cost of the contract shall be based on actual billings for time and expenses and capped at \$150,000 including all costs billed to the LGC, of which the LGC shall be obligated to no more than \$75,000. The chair shall further be authorized to contract, on behalf of the HFSLGC, with the Laura and John Arnold Foundation to receive a grant of \$75,000 to be used for partial payment of the above contract. The board authorizes an increase of \$150,000 in the fiscal 2013 budget for the "consultants" line item, with a reduction of \$75,000 from the item originally allocated to executive salaries and benefits (\$280,000), plus the full amount of the grant. The motion was seconded by Mr. Hochberg. The motion passed unanimously on a roll call vote.

The meeting was ADJOURNED at 12:20 p.m.

HOUSTON FORENSIC SCIENCE LGC, INC.

By:

A handwritten signature in cursive script that reads "Deborah Bohr". The signature is written in black ink and is positioned above a horizontal line.

Deborah Bohr  
Acting Secretary