

Houston Forensic Science LGC, Inc.

MEETING OF BOARD OF DIRECTORS MINUTES

April 9, 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 April 9, 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 April 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 9:00 a.m. on Tuesday, April 9, 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, Hiram A. "Art" Contreras, Catherine Lamboley, Donna Cole, Sandra Thompson, Marcia Johnson, Willie Blackmon, and Tom P. Allen (ex-officio).

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

E. Mr. Hochberg announced that meetings are scheduled for May 8, June 12, July 10, and August 14.

F. Mr. Hochberg noted that a draft of the minutes of the Corporation's meeting of March 13, 2013, had been distributed to the Board. Mr. Barrera 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 March 13, 2013, were adopted.

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

H. Mr. Hochberg invited Hon. Caprice Cospers, Director, Harris County Criminal Justice Coordinating Council to address the Board regarding interactions among criminal justice agencies.

I. Mr. Hochberg asked Mr. Barrera to update the Board regarding the Technical Advisory Group. A meeting, a tour of the lab, and a reception with the TAG is planned for May 1, 2013. A decision will be made as to which Board members will attend. The latent prints expert who was appointed to the TAG had to decline the appointment. Ms. Thompson is working to find a replacement candidate.

The request for liability protection for the TAG members is going before City Council this week.

J. Mr. Hochberg asked Ms. Johnson for a report from the working group on transition issues, including discussion of HR firm meetings and related action. The group is identifying specific items they need to address. The group was informed that the City Attorney's office is willing to support their efforts. An employment template was prepared by the City Attorney's office earlier. Mr. Allen will locate the template.

K. Mr. Hochberg reported on legislative issues related to CODIS and AFIS authorization and employment verification. There are specific requirements for having access to the CODIS database and for doing background checks. As the only LGC in the State of Texas who does this type of work, we do not have that access. There are also some changes that may need to be made in the bylaws and certificate of formation. Mr. Hochberg will be working with Mr. Allen and people in Washington, DC to obtain specific language for changes that may need to be made to keep the lab operating as is as the transition is made.

L. Mr. Hochberg distributed the current financial statement through February prepared by Doeren Mayhew.

M. Mr. Hochberg asked Mr. Allen to update the Board on the interlocal agreement between LGC and City of Houston. There was discussion about Article 6.03. Mr. Allen will draft several alternatives for the Board's consideration.

A discussion was held about Article 7. Mr. Allen will send the Board some information regarding the Meet & Confer Agreement.

N. At 10:28 a.m., the Board took a break until 10:35 a.m. The Board then went into Executive Session at 10:40 a.m. The Executive Session concluded at 12:25 p.m. The Board took a break and then reconvened at 12:30 p.m.

O. Ms. Cásarez made a motion that Coleman Lew invite the six potential candidates for interviews with the Board by either Skype or in person, whichever is more convenient for the candidate. Mr. Blackmon seconded the motion. The motion was amended to add that the interviews will be done in a posted but closed meeting. The motion passed unanimously. It was noted that the Board was not given the names of the candidates or other identifying information during the closed session, only a summary of each candidate's qualifications.

P. One of the candidates (Candidate D) who is based in the Middle East will be in the country Thursday and Friday, April 11 and 12. This may be the only opportunity to meet the candidate in person. It was agreed to delegate the interview to a less than quorum of

the Board. We will provide dates to Coleman Lew to work with to schedule the other candidates for interviews.

The meeting was ADJOURNED at 12:50 p.m.

HOUSTON FORENSIC SCIENCE LGC, INC.

By:

Deborah Bohr

Deborah Bohr
Acting Secretary