



Houston Forensic Science Center, Inc.

Board of Directors Public Meeting

Friday, May 10, 2024

www.hfctx.gov

NOTICE OF PUBLIC MEETING

Notice is hereby given that beginning at 9:00 a.m. on the date set out above, a quorum of the board of directors (the "board") of the Houston Forensic Science Center, Inc. ("HFSC" and / or the "corporation") will meet in the City Hall Council Annex Chamber, 900 Bagby Street (public level), Houston, Texas 77002.

In accordance with Chapter 552 of the Texas Government Code (Texas Open Meetings Act) the agenda is posted for public information, at all times, for at least 72 hours preceding the scheduled time of the meeting on the bulletin board located on the exterior wall of the City Hall building at 901 Bagby Street. The notice of this meeting, the agenda and the meeting packet are also posted [online](http://www.hfctx.gov/meeting-archives) at www.hfctx.gov/meeting-archives.

The items listed below may be taken out of order at the discretion of the chair. After the meeting concludes, a recording of the meeting will be posted to HFSC [website](http://www.hfctx.gov) at www.hfctx.gov.

PARTICIPATING IN THE PUBLIC MEETING:

Members of the public may attend the meeting in person or view the meeting through a live stream broadcast on the internet. To view the live stream meeting online please visit www.houstontx.gov/htv.

NOTICE OF PUBLIC COMMENT:

The public is permitted to speak in-person during the public comment agenda item and as permitted by the chair. A speaker may address any subject relevant to the purpose of the corporation. Each speaker should limit his or her comments to three minutes. The chair may limit both the number of speakers and the time allotted for each speaker. A speaker who plans to submit a document for the board's consideration should provide at least ten copies of the document, each marked with the speaker's name. If you have questions regarding attending this meeting, please contact Board Secretary Natalee Veazey at (713) 929-6760.

AGENDA

1. Call to order.
2. Roll call; confirmation of presence of quorum.
3. Public Comment.
4. Reading of draft minutes from March 8, 2024, regular board meeting. Consideration of proposed corrections, if any. Approval of minutes.
5. Consider annual appointment of corporate officers: Dr. Peter Stout as president, Dr. Amy Castillo as vice president, Mr. David Leach as treasurer, and Ms. Natalee Veazey as secretary, and possible related action.
6. Report from Dr. Stacey Mitchell, board chair, including a monthly update of activities, remarks, recognition of reappointed board directors, and other announcements.

- a. Recognition of Stacey Mitchell (board chair), Vanessa Goodwin (board vice chair), Lois Moore (director), and Tracy Calabrese (ex-officio) upon conclusion of their terms of board service as of June 30, 2024.
 - b. Acknowledge selection of new ex-officio board member, Jessica Gooch.
7. Consider selection of the interim vice chair of the board, and possible related action.
8. Report from Dr. Peter Stout, president and CEO, including an overview of operations and technical updates, and other corporate business items.
9. Consider approval of a contract between the corporation and Quisitive Technology Solutions for the redesign and maintenance of the corporation's electronic discovery (e-Discovery) website, total budget not to exceed \$490,993.00, funded by the American Rescue Plan Act (ARPA), and related action.
10. Report from Mrs. Jackeline Moral, quality director, including an overview of the blind quality control program, updates on quality, disclosures and testimony metrics.
11. Adjournment.

NOTICE REGARDING SPECIAL NEEDS:

Persons requiring accommodations for special needs may contact HFSC at 713-929-6760.

Certification of Posting of Notice of the Board of Directors, Houston Forensic Science Center, Inc.

I, Natalee Veazey, do hereby certify that a notice of this meeting was posted on Tuesday, the 7th day of May 2024, in a place convenient to the public on the bulletin board located on the exterior wall of the City Hall building at 901 Bagby Street, Houston, Texas 77002, and on the HFSC [website](#) as required by Section 551.002 et seq., Texas Government Code.

Given under my hand this the 7th day of May 2024.



Natalee Veazey
Board Secretary