Burt Kittleson, Chairman of the Information Technology Committee, called the meeting to order at 8:10 a.m. The following individuals were present at the meeting:

Committee Members:
Burt Kittleson, Port of Portland, Committee Chairman
Gustavo Espinosa, Port of Corpus Christi Authority
Eddie Fuller, Port of Houston Authority
Gurminder Singh, Maritime Exchange for the Delaware River and Bay
Lisa Himber, Maritime Exchange for the Delaware River and Bay
Pam Everitt, South Carolina State Ports Authority
Jacqueline B. Sassard, South Carolina State Ports Authority
Janice Granberg, Port of Seattle
Diane Manasco, Port of Longview, WA
Jerrol Larrieu, Port of New Orleans
Karen Ryan Tobia, Port Authority of New York & New Jersey
Larry Sposi, ITS America
Scott Brotemarkle - AAPA

All present introduced themselves and stated the organization that they were representing. The Port of Portland's Senior Manager of Information Technology, Howard Fuhrman, welcomed the committee to the port and talked a bit about the importance of the impact of e-commerce on information technology at ports and beyond.

The first topic of discussion was the committee's proposal to draft a resolution calling for inclusion and representation in the ANSI X12 Committee. It was decided that further discussion would take place at the TOPAS subcommittee meeting later that day. The committee did wish to pursue drafting a resolution for review at the upcoming AAPA Annual Convention in Veracruz, which would take place the following week.

Next, Burt Kittleson of the Port of Portland demonstrated the new functionality of the port's website with regards to its trucker information, container notification system and real time terminal cameras. The password protected site provides import and export status views by container or
bill of lading as well as an on-line vessel schedule. It also provides a view of gate activity through two cameras at their T-6 container terminal that refresh every sixty seconds.

Larry Sposi then briefed the committee on his work with ITS America. He began with background on its formation by an act of Congress with the purpose of having the public and private sector develop transportation technology together. Mr. Sposi stressed the importance of port authority input in working groups and at ITS America industry meetings. Currently, ITS America is working on disseminating the flow of information and cargo from origin to destination. This research is presented in the form of a 12-foot wall size flow chart outlining all of the waypoints of cargo and data.

Lisa Himber then asked if anyone on the committee could clarify the Maritime Transportation System’s (MTS) project called MTS 2020 and its status. Scott Brotemarkle of AAPA agreed to find out what AAPA knows on the subject and brief the committee through e-mail.

After the break, the committee continued with a discussion on the IT Competition as proposed by Karen Ryan Tobia. Ms. Tobia presented her mock-up of what the competition guidelines could look like, as modeled after the Environmental Improvement Awards which AAPA currently conducts. After some discussion of the guidelines and suggestions for changes, Ms. Tobia agreed to re-draft the IT Competition guidelines and submit them to the committee for more comments in the month following the committee meeting. It was also suggested that the judges for the competition come from other AAPA technical committees, specifically the Operations and Public Relations Committees. These judges could not come from ports with entries in the competition.

The remainder of the meeting was spent generating possible seminar topics for the upcoming Information Technology Seminar being held in Gulfport, Mississippi April 4-6, 2001. It was agreed that eCommerce should be an overarching theme of the seminar. Attached is a list of the possible seminar topics that were discussed.

The meeting was adjourned at 12:05 PM.
DRAFT LIST OF TOPICS FOR THE INFORMATION TECHNOLOGY SEMINAR
SPRING 2001

1) ECommerce: Using Technology and Getting Your Trading Partners On-Board
   a. Moderator: Pam Everitt
   b. Possible Speakers
      i. APL
      ii. Maersk-Sealand
      iii. Fed-Ex
      iv. UPS

2) Waterways Management
   a. Moderator: Lisa Himber
   b. Possible topics
      i. AIS System
      ii. Transponders
      iii. Measuring Dynamic Depths

3) ECommerce: Voice and Data Communications
   a. Moderator: Gustavo Espinosa
   b. Possible Speakers
      i. Cisco

4) Wireless Technology for Cargo Scanning
   a. Speaker: Inigo Thomas

5) Federal Government Technology Update
   a. Customs - ACE
   b. ITS America
   c. MTS - MTS 2020
   d. USDA

6) Demystifying XML
   a. Moderator: Burt Kittleson
   b. Possible speaker: Mark Federspiel

7) ECommerce: Supply Chain Logistics: Tracking and Tracing

8) Intermodal Management: Linking the Modes Electronically

9) ECommerce: Intranet - Internal Efficiencies
POSSIBLE CROSSES OVERS WITH ADMINISTRATION SEMINAR

10) Roundtable: Defining Ecommerce - Ecommerce Applications for Ports
   a. Possible Speaker: John Cushing - Emodal

11) Writing & Defining Electronic Policy
    a. Possible topics
       i. E-Mail
       ii. Web
       iii. Security
       iv. Disaster Recovery
    b. Possible speaker
       i. Attorney

12) Resources: Balancing Outsourcing with Internal Staff