MINUTES OF THE
INFORMATION TECHNOLOGY COMMITTEE MEETING

October 16-17, 2003

Holiday Inn Select
Brent I Room
480 King Street
Alexandria, VA 22314

Gustavo Espinosa, Chairman of the Information Technology Committee, called the meeting to order at 2:30 PM. The individuals listed on the attached roster were present at the meeting.

The first agenda item was a briefing and presentation by Robbie Moss of the Transportation Security Administration (TSA) and Jeremy Grant from Maximus, TSA’s current contractor on the TWIC (Transportation Worker Identification Credential) Program. An update on the progress of the program was given. TWIC is currently still in development but is expected to go to an initial card implementation phase in the fall 2004 timeframe. There was an extensive question and answer session.

Next, there was a presentation by U.S. Customs on security initiatives including the testing of container seals and radiation detection. The end of this presentation concluded the day’s activities.

On Friday morning, Mr. Espinosa reconvened the committee at 9:00 A.M. Since there was not a chance to do so previously, introductions were made around the table by each attendee and a snapshot of their current IT projects was given. Mr. Espinosa also asked for a volunteer to present their port’s IT systems at the next meeting. Pam Everitt from the port of Charleston agreed to present. It was also agreed that the spring meeting of the IT Committee and TOAS will be held in Philadelphia, PA and hosted by Shalom Cohen with assistance from Lisa Himber.

Next, Scott Brotemarkle, the AAPA staff liaison, led the committee through AAPA business. The concern that the IT Competition may not sustain high participation because of the lack of a crop of eligible IT projects on an annual basis was raised. The committee thought that it may be more appropriate to hold the IT Competition every other year rather than annually. The IT Action plan for 03-04 was distributed for changes and asked for comments by November 1. The IT Survey was passed to committee members Bill Sutton and Debbie Givens for final suggestions and changes to make it suitable for on-line distribution.

Next, Mary Beth Long, Manager of Government Affairs for AAPA, gave a briefing to the committee on government relations issues impacting IT. The majority of these issues were in the Maritime Security area. Most of the questions and resulting discussion revolved around the U.S. Coast Guard regulations and their impact on security at ports. It was also suggested that committee members submit paragraph reports of port security projects, vendors’ performance, successes and failures, and make them available securely through the committee web site.
After a fifteen minute break, the meeting continued with two presentations by the Port of Tacoma. The first was on their winning entry from the 2003 Information Technology Awards Competition on “Central Point of Coordination”, an electronic rail planning tool developed by their department. The second was an overview of the IT Systems at the Port of Tacoma.

The meeting was adjourned at 11:30 A.M.

**ROSTER OF ATTENDEES**

Gustavo Espinosa - Chairman  
Port of Corpus Christi Authority  

Pam Everitt – Vice Chair  
South Carolina State Ports Authority  

Bobby Scafidel  
St. Bernard Port Harbor & Terminal District  

Eddie Fuller  
Port of Houston Authority  

W. Gordon Fink  
MARAD/CHCP  

Jeremy Grant  
Maximus  

Robby Moss  
Transportation Security Administration  

Dan Shoemaker  
USIS  

Lisa Himber  
Maritime Exchange of the Delaware River and Bay  

Doc Howell  
North Carolina State Ports Authority  

Cris Mowrey  
North Carolina State Ports Authority  

Debbie Givens  
Port of Tacoma  

Janice Granberg  
Port of Seattle  

Alan Hoppes  
Port of Tacoma  

Louis A. Noriega  
Port of Miami  

Bill Sutton  
Georgia Ports Authority  

Scott Brotemarkle  
American Association of Port Authorities