MINUTES OF THE
INFORMATION TECHNOLOGY COMMITTEE MEETING

October 19, 2005

AAPA Headquarters Offices
Alexandria, VA

AAPA's Information Technology (IT) Committee conducted its fall meeting on October 19, 2005 at AAPA Headquarters in Alexandria, Virginia. The committee is chaired by Deborah Givens, Director, Information Technology at the Port of Tacoma. Louis Noriega, Computer Services Manager, Port of Miami, is the vice chair.

The meeting began with attendee introductions and a short synopsis of the current IT-related issues and projects which they are engaged in at their port. Four common areas being addressed by committee members were security enhancements, including access controls and systems integration, hurricane planning and disaster recovery plan renewal, improving document imaging, archiving and retrieving systems, and yard management and financial system upgrades.

Next, the committee recognized Gustavo Espinosa's two years of service as committee chair and presented him with an engraved AAPA gavel. This was followed by the induction of Debbie Givens and Louis Noriega into the chair and vice chair roles respectively. Ms. Givens articulated her vision for the committee over her year as chair with the main goals of increasing participation and bringing value to the committee by leveraging technology to create more learning and sharing opportunities for its members. This would include more use of the e-Communities through discussions and document sharing as well as providing web-based training opportunities.

To this end, the committee agreed that a monthly e-mail highlighting committee activity and e-Communities content would be sent by the liaison. The committee also committed to planning a technology-focused web-based learning opportunity with content based on the results of a survey of the IT professionals in the association. The target time-frame for this training is February/March.

The committee also discussed how it would like to conduct future meetings. It was decided that the first half of meetings would be open to corporate (port) members only and that the second half would be open for vendor participation and presentations. Vendor presentations will take the form of vendor/consultant/port case study in order to give more relevance to the technology or topic area.

The IT Awards were discussed at length with regards to the waning number of entries received each year. The committee decided that the awards would be held every two years rather than every year, due

to the lack of available projects eligible for entry in the one year time-frame. A subcommittee, made up of Debbie Givens and Karen Tobia, will also be revamping the awards criteria and entry process in order to make it more relevant and less time consuming for entrants. These two adjustments should help the competition attract more entries in 2007.

The committee heard from David Cummins of ACS, Inc. in a presentation on the Pier Pass program taking place at the ports of Los Angeles and Long Beach. This presentation will be made available through the committee's e-Community Document Archive.

The second presentation was delivered by Spear Technology on asset management software. Their dashboard approach allows total asset awareness and management as well as maintenance tracking, warranty tracking, benchmarking performance, equipment repair/failure history, hazmat tracking, etc… This presentation will be made available through the committee's e-Community document archive.

Jim Eldridge from the Port of Houston Authority led a discussion on hurricane preparedness based on his experience with ramping up for Hurricane Rita with particular focus on the IT implications of shutting down the port and evacuating personnel. Issues that the port faced included coordinating the workforce and port shutdown with the mandatory public evacuation order, power issues and their effects on IT systems, transporting backup media in the face of airline shutdowns, and ensuring security when power dependent systems and personnel are non-existent. This "dry run" provided the port with an opportunity to address the previously unforeseen issues and better coordinate plans with the local authorities in the face of an evacuation.

Finally, Gustavo Espinosa, former chair of the committee, presented the Port of Corpus Christi and the IT systems of the port. Some of the highlights of the presentation included the port's state of the art security monitoring and dispatch center, the development of a new vessel traffic system, and a sophisticated network infrastructure and data center, including a SAN and failover redundancy capabilities.

The IT Committee reaffirmed its desire to grow the membership with the member's commitment to reach out to ports in their region that are not represented on the committee and encourage them to attend the spring meeting. This meeting will take place in April 2006 at the Port of Tacoma, Washington..

The meeting was adjourned at 4:00 P.M.

ROSTER OF ATTENDEES

Debbie Givens, Committee Chair
Port of Tacoma

Louis Noriega, Committee Vice Chair
Port of Miami

Karen Tobia
Port Authority of New York & New Jersey

Pam Everitt
South Carolina State Ports Authority

Steve Rauch
South Carolina State Ports Authority

Gustavo Espinosa
Port of Corpus Christi Authority

Jim Eldridge
Port of Houston Authority

Alan Hoppes
Port of Tacoma

Jeffrey Brown
Ross & Baruzzini

Tim Finet
Spear Technologies, Inc.

Bonnie Shepherd
Spear Technologies, Inc.

David Cummins
ACS, Inc.

Scott Brotemarkle
American Association of Port Authorities