

**Virginia Port Authority Board of Commissioners**  
**Security Committee Meeting – August 31, 2005**  
**Norfolk International Terminals – Command and Control Center**

**Open Session Minutes**

Committee Members Present:

William M. Grace, Committee Chair  
Mark B. Goodwin, Committee Vice Chair  
Ranjit K. Sen

Committee Members Absent:

Jonathan Johnny Johnson  
Virginia M. Murphy

Commissioners Present

John G. Milliken, Chairman  
E. Massie Valentine, Jr., Vice Chairman

Staff:

J. Robert Bray, Executive Director  
J. J. Keever, Deputy Executive Director  
Linda G. Ford, Director of Port Promotion  
Ed Merkle, Director of Security  
Donald Boyd, Chief of Port Police  
Lynward Wingfield, Captain, Port Police  
Andrew Engemann, Captain, Port Police  
Richard Jordan, Port Police Officer/Special Assignment  
to Joint Terrorism Task Force (JTTF)  
Benjamin Inman, Sergeant, Port Police  
Debra J. McNulty, Clerk

Guests:

Jack L. Ezzell, Jr. (Col. USAF Ret.) Zel Technologies LLC (ZelTech)  
Joseph F. Bouchard (Capt. USN Ret.) ZelTech  
Ken Sherwood, ZelTech  
Hank Lewis, ZelTech  
Thomas W. Steffens (RADM USN Ret.), ANTEON Corporation  
Shane Drennen, Applied Marine Technology, Inc. (AMTI)

The VPA Security Committee convened a meeting at 9:35 a.m. Mr. Grace moved that the Committee convene a closed meeting under the Virginia Freedom of Information Act in order to discuss security matters as they relate to terrorism under Virginia Code §2.2-3711(A)(20). The vote was unanimous.

The Board came out of closed session at 11:45 a.m. After reconvening the open session, the following resolution was made by Mr. Grace and seconded by Mr. Goodwin:

Whereas, the Virginia Port Authority Security Committee had convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of *The Virginia Freedom of Information Act*; and

Whereas, Section 2.2-3712 of the *Code of Virginia* requires a certification by the Security Committee members that such closed meeting was conducted in conformity with Virginia law;

Now, therefore be it resolved, that the Security Committee hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Security Committee.

The resolution passed by a roll call vote of the Committee members as follows:

|             |     |
|-------------|-----|
| Mr. Grace   | Aye |
| Mr. Goodwin | Aye |
| Mr. Sen     | Aye |

Mr. Merkle gave a brief description of the components of the VPA Security Strategic Plan that is currently under development with assistance from ZelTech, the Authority's lead systems integrator. He reported that performance measures are currently being developed.

Mr. Merkle described "Iron Shield", the port exercise that involved interagency cooperation at the federal, state, and local levels. He reported that the strengths demonstrated during the exercise involved teamwork, detection capabilities and data queries.

Mr. Merkle reported that the team was able to detect a radiation device and utilize data systems to search other activities that fit the same profile. Mr. Merkle reported that areas of improvement involve radiological incident evaluation tools and training the police force in NIMS (National Incident Management System). Mr. Merkle explained the purpose of NIMS.

Mr. Milliken asked Mr. Merkle what he planned to present in the public session of the Board meeting, scheduled for September 27. He deferred to Mr. Grace who recommended a summary of discussions proper for open session. Mr. Grace advised there would be no closed session.

Mr. Grace announced that a tour of the Command and Control Center would be conducted prior to lunch. There were no members of the public or media in attendance for public comment. The meeting adjourned at 11:55 a.m.

Respectfully submitted,

Debra J. McNulty  
Clerk to the Board