

**TAMPA BAY HARBOR SAFETY & SECURITY  
COMMITTEE**

*2005 Harbor Safety Committee of the Year*

**GUIDELINES**

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October 18, 2006

## **TAMPA BAY HARBOR SAFETY & SECURITY COMMITTEE GUIDELINES**

The Tampa Bay Harbor Safety and Security Committee is an organization of public and private interests formed to make recommendations to achieve a higher level of maritime safety in the Tampa Bay area. The Tampa Bay Harbor Safety and Security Committee shall act in an advisory capacity to the United States Coast Guard Captain of the Port, Sector St. Petersburg, the three bay area port authorities and other concerned parties and shall be governed by a Board of Directors.

### **Board of Directors Memberships**

The membership of the Board of Directors shall consist of permanent and other members.

The permanent members shall consist of:

- Tampa Port Authority
- Port Manatee
- Port of St. Petersburg
- Executive Director, Tampa Bay Pilots
- USCG, Sector St. Petersburg, COTP (non-voting)
- Public Transportation Representative – Florida Department of Transportation (non-voting)

The other members may consist of at least one representative from each of the following membership categories in order to have a broad and balanced representation from the maritime community:

- Agents (Ships/Cargo)
- Liquid Bulk (Stevedores and Terminal Operators) including vessel owners and operators.
- Dry Bulk (Stevedores and Terminal Operators) including vessel owners and operators
- General Cargo (Stevedores and Terminal Operators) including vessel operators
- Commercial vessel owners
- Marine Services and Technical Support
- Cruise Industry
- Tug/Barge Owners and Operators
- Environmental Community
- Governmental Agencies
- Recreational boaters
- Fishing Industry
- Maritime Law
- Shipyards
- At Large

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Members shall be sponsored by a minimum of any two members of the Board of Directors and be elected by a majority of the Board of Directors. No person or entity shall represent more than one membership category at a time.

### Meetings

The Board of Directors shall conduct quarterly meetings and one quarterly meeting shall be designated as an annual membership meeting. Special meetings may be called by the Chairperson or any two permanent members. All meetings shall provide a "Notice of Meeting" and agenda of items to be discussed; and provided to each member of the Board of Directors by mail or electronic means not less than 10 days prior to the meeting date. A majority of the members, represented in person or by written proxy, shall constitute a quorum at a meeting of the Board of Directors; and, the vote, in person or by written proxy, of the members shall be an act of the members of the Board of Directors.

### Executive Committee of the Board of Directors

An Executive Committee shall be established biennially at the April meeting consisting of the Chairman, Vice Chairman, Past Chairman, a representative from each of the permanent members [Tampa Port Authority, Port Manatee, Port of St. Petersburg, Tampa Bay Pilots Association, U.S. Coast Guard Sector St. Petersburg – COTP (non-voting), public transportation representative – Florida Department of Transportation (non-voting)], the Executive Secretary (non-voting) and two members at large from the Board of Directors. If a permanent member is serving in the capacity as Chairman, Vice Chairman or Past Chairman, then another member at large will be selected by the Board of Directors. The Executive Committee shall oversee the day to day business and affairs of the Tampa Bay Harbor Safety and Security Committee. All actions of the Executive Committee shall be by majority vote and shall be reported at the next quarterly Board of Directors meeting.

### Officers

The officers of the Tampa Bay Harbor Safety and Security Committee shall consist of a Chairperson and Vice Chairperson, and, shall be elected at every other annual membership meeting beginning April 2001.

### Executive Secretary

The Board of Directors shall appoint an Executive Secretary to serve the Tampa Bay Harbor Safety and Security Committee.

## TAMPA BAY HARBOR SAFETY AND SECURITY COMMITTEE GUIDELINES

### Committees

The Standing Committees are hereby established:

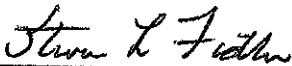
- Vessel Movement Committee
- Boating Safety
- Port Heavy Weather Advisory Group

The Board of Directors may appoint one or more additional committees. Each committee shall include one or more Board members. Such committees shall act in an advisory capacity to the Board of Directors and any action recommended or taken by such committees shall not be binding on the Tampa Bay Harbor Safety and Security Committee unless approved by the Board of Directors. All committee members shall be notified of each committee meeting. Each committee shall keep regular minutes of its proceedings and report the same to the Board of Directors when required or upon request.

Adopted by the Tampa Bay Harbor Safety and Security Committee at the October 18, 2006 meeting.



Terry Fluke, Chairman



Steven L. Fidler, Executive Secretary