



6000 Doug Attaway Blvd. | Shreveport, LA 71115 | P (318) 524-2272 | F (318) 524-2273 | port@portcb.com | www.portcb.com

MEMORANDUM

To: Commissioner Roy Griggs, President
Commissioner Walter O. Bigby, Jr., Vice President
Commissioner Bill Altimus
Commissioner Erica R. Bryant
Commissioner Sam N. Gregorio
Commissioner James D. Hall
Commissioner Capt. Thomas F. Murphy
Commissioner Rick C. Prescott

From: Eric England

Date: May 7, 2020

Re: **REGULAR BOARD MEETING, Monday, May 11, 2020, 4:30 p.m.**

Public Notice and Certification to Convene Virtual May Board Meeting

(In accordance with Sections 4 of Proclamations 30 JBE 2020 and 52 JBE 2020)

The Board of Commissioners of the Caddo-Bossier Parishes Port Commission (hereafter referred to as "the Commission") has scheduled its Regular Monthly Meeting for Monday, May 11, 2020 at 4:30 p.m.

On March 13, 2020, the Governor of Louisiana issued Proclamation 27 JBE 2020, declaring a Public Health Emergency in response to the COVID-19 outbreak in Louisiana. Additional measures to ensure public safety and limit the spread of COVID-19 were further enacted on March 16, 2020 and April 30, 2020 by Proclamation 30 JBE 2020 and Proclamation 52 JBE 2020, respectively, which provide for restrictions on public gatherings, as well as impose limits on in-person interactions. These additional provisions shall be in effect through May 15, 2020.

The President of the Commission hereby certifies that in order to protect the welfare of the citizens of Louisiana, and in order to ensure the presence of a quorum of Commission members, which would otherwise not be possible under the present circumstances, it is

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MEMBERS: Roy Griggs, President; Walter O. Bigby Jr., Vice President; Bill Altimus, Secretary Treasurer;
Erica R. Bryant; Sam N. Gregorio; James D. Hall; Capt. Thomas F. Murphy; Rick C. Prescott

necessary to conduct the **May 11, 2020** meeting in a virtual setting. Therefore, in accordance with Sections 4 of Proclamations 30 JBE 2020 and 52 JBE 2020, and in consideration of the safety and well-being of the Commission members, staff, and communities directly impacted by the COVID-19 Public Health Emergency, the Commission's May 11, 2020 meeting will convene remotely, via teleconferencing or videoconferencing.

Meetings will be livestreamed using the *GoToMeeting* platform. Public comments will be accepted during the public comment period of the meeting during the livestream through the "Raise Your Hand" feature. In the event technical difficulties are experienced by an individual desiring to make a public comment, he or she may text 318-426-0878 or email tylerc@portcb.com during the meeting and alert the Commission of their desire to make a public comment. In addition, public comments are encouraged to be submitted to the Commission **prior to the meeting** at hettiea@portcb.com or 318-426-0878. The Agenda for the meeting, as well as the public link to access the livestream of the meeting will be posted on the Commission's website and distributed to its public notification list, no later than 4:00 p.m. on Thursday, May 7, 2020.

To connect through the GoToMeeting link provided or the app (that can be downloaded in the app store on an iPhone or Android device), please click or enter the following link:

Caddo-Bossier Port Commission - May 2020 Board Meeting
Monday, May 11, 2020 4:30 PM - 5:30 PM (CDT)

Please join my meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/628439773>

You can also dial in using your phone.

United States: [+1 \(669\) 224-3412](tel:+16692243412)

Access Code: 628-439-773

New to GoToMeeting? Get the app now and be ready when your first meeting starts:

<https://global.gotomeeting.com/install/628439773>

Those wanting to make a public comment, but without audio/microphone on their computer, must register and join via the conference call line ***Note – If the participant does not have a pin please press pound and the audio for said participant will begin upon the administrator starting the meeting.

We advise you to check system requirements in advance of the meeting to ensure you will be able to connect to the meeting when it is live.

For questions regarding the virtual Commission meeting, please email Hettie Agee at hettiea@portcb.com.

Posted: _____, May __, 2020 at _____.



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AGENDA

CADDO-BOSSIER PARISHES PORT COMMISSION

Regular Board Meeting, May 11, 2020, 4:30 p.m.

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CALL TO ORDER/OPENING REMARKS	Roy Griggs
PLEDGE OF ALLEGIANCE	
ROLL CALL	Eric England
INTRODUCTION OF GUESTS	Roy Griggs
PUBLIC COMMENT ON AGENDA ITEMS	Roy Griggs
UNFINISHED BUSINESS:	
*REGULAR BOARD MEETING MINUTES OF APRIL 13, 2020	Bill Altimus
*MARCH 2020 FINANCIALS	Bill Altimus

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Erica R. Bryant; Sam N. Gregorio; James D. Hall; Capt. Thomas F. Murphy; Rick C. Prescott

NEW BUSINESS:

RS. 7 NATIONAL MARITIME DAY

Eric England

PORT TENANT RENT DEFERRAL DISCUSSION

Eric England

PORT DIRECTOR'S REPORT

Eric England

ADJOURN

Roy Griggs

Audit Committee Meeting, Monday, June 8, 2020 3:30 p.m.

Regular Board Meeting, Monday, June 8, 2020 4:30 p.m.

Regional Commerce Center, 6000 Doug Attaway Blvd, Board Room, Shreveport, LA 71115