



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

MEMORANDUM

To: PERSONNEL COMMITTEE
Commissioner Lynn Austin
Commissioner James D. Hall
Commissioner Capt. Thomas F. Murphy
Commissioner Rick C. Prescott
Commissioner Steve Watkins

From: Commissioner Erica R. Bryant, Chairwoman

Date: August 17, 2016

Re: MEETING OF THE PERSONNEL COMMITTEE, Thursday, August 18, 2016 3:45 p.m.

We will have a Personnel Committee Meeting on Thursday, August 18, 2016 at 3:45 p.m. in the Board room of the Regional Commerce Center prior to our regular monthly Board meeting.

A tentative agenda is attached for your review.

Thank you.

cc: Commissioner Sam N. Gregorio, President
Commissioner Roy Griggs, Secretary-Treasurer
Commissioner James L. Pannell
Mr. Eric England
Mrs. Gloria Washington
Mr. Danyne W. Malone
Ms. Ty Scroggins, Scroggins Consulting, LLC

"This institution is an equal opportunity provider and employer."

*MEMBERS: Sam N. Gregorio, President; Rick C. Prescott, Vice President; Roy Griggs, Secretary-Treasurer
Lynn Austin; Erica R. Bryant; James D. Hall; Capt. Thomas F. Murphy; James L. Pannell; Steve Watkins*



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AGENDA

Personnel Committee Meeting

MISSION: Maximize utilization of the Caddo Bossier Port resources to generate economic development in Caddo and Bossier Parishes, expand use and development of the area's multi-modal transportation and distribution system, and increase commerce through the Port.

- *The Port will provide cost effective and efficient facilities for its users.*
- *The Port shall operate in a fiscally responsible manner.*
- *The Port will maximize utilization of public assets entrusted to it for the economic benefit of the citizens of Caddo-Bossier Parishes and partners of interest.*

Agenda – August 18, 2016
3:45 p.m., Regional Commerce Center
Board Room

Call to Order

Public Comment/Introduction of Guests

- **Procurement Card Policy**

Adjournment

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