



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

**CADDO-BOSSIER PARISHES PORT COMMISSION**  
**Regular Board Meeting**  
**Regional Commerce Center, 3rd Floor Board Room**  
**6000 Doug Attaway Blvd., Shreveport, LA 71115**  
**January 13, 2025, at 4:30 p.m.**

- 1. CALL TO ORDER / OPENING REMARKS:** Commission Vice President Joshua K. Williams called the meeting to order at approximately 4:36 p.m. in the 3rd Floor Board Room of the Regional Commerce Center, 6000 Doug Attaway Blvd., Shreveport, Louisiana and welcomed everyone.
- 2. PLEDGE OF ALLEGIANCE:** Commissioner Williams led the Pledge of Allegiance.
- 3. ROLL CALL:** The roll was called by Executive Port Director, Eric England. Commissioners in attendance included: Joshua K. Williams, Judge Stephen V. Callaway (Ret.), Walter O. Bigby, Jr., Erica R. Bryant, Sam N. Gregorio, Roy Griggs, and Rick C. Prescott. Absent: William "Bill" R. Altimus and James D. Hall. A quorum was present. William "Bill" R. Altimus arrived at 4:38 p.m. and James D. Hall arrived at 4:48 p.m.
- 4. PUBLIC COMMENT ON AGENDA ITEMS:** Commissioner Williams asked for any public comments on agenda items. Hearing none, Commissioner Williams moved on to the next agenda item.

**UNFINISHED BUSINESS:**

- 5. SPECIAL BOARD MEETING MINUTES OF DECEMBER 9, 2024:** Commissioner Callaway presented the minutes of the Special Board Meeting of December 9, 2024. Motion by Commissioner Callaway, seconded by Commissioner Gregorio, to approve the minutes of the Special Board Meeting of December 9, 2024, as presented. Hearing no questions or comments, the motion was approved by the following votes: AYES: Commissioners: William "Bill" R. Altimus, Joshua K. Williams, Judge Stephen V. Callaway (Ret.), Walter O. Bigby, Jr., Erica R. Bryant, Sam N. Gregorio, Roy Griggs, and Rick C. Prescott. NAYS: 0. ABSENT: James D. Hall. ABSTENTIONS: 0. (Published in its entirety in *The Times* on January 17, 2025.)
- 6. REGULAR BOARD MEETING MINUTES OF DECEMBER 9, 2024:** Commissioner Callaway presented the minutes of the Regular Board Meeting of December 9, 2024. Motion by Commissioner Callaway, seconded by Commissioner Bigby, to approve the minutes of the Regular Board Meeting of December 9, 2024, as presented. Hearing no questions or comments, the motion was approved by the following votes: AYES: Commissioners: William "Bill" R. Altimus, Joshua K. Williams, Judge Stephen V. Callaway (Ret.), Walter O. Bigby, Jr., Erica R. Bryant, Sam N. Gregorio, Roy Griggs, and Rick C. Prescott. NAYS: 0. ABSENT: James D. Hall. ABSTENTIONS: 0. (Published in its entirety in *The Times* on January 17, 2025.)
- 7. NOVEMBER 2024 FINANCIALS:** Commissioner Callaway presented the financial report for November 2024 which included a comprehensive overview of the report. Motion by

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MEMBERS: Joshua K. Williams, President; Judge Stephen V. Callaway (Ret.), Vice President; James D. Hall, Secretary Treasurer; Bill Altimus; Walter O. Bigby Jr.; Erica R. Bryant; Sam N. Gregorio; Roy Griggs; Rick C. Prescott

Commissioner Callaway, seconded by Commissioner Altimus to approve the November 2024 Financial Report, as submitted. Hearing no questions, the motion was approved by the following votes: AYES: Commissioners: William “Bill” R. Altimus, Joshua K. Williams, Judge Stephen V. Callaway (Ret.), Walter O. Bigby, Jr., Erica R. Bryant, Sam N. Gregorio, Roy Griggs, and Rick C. Prescott. NAYS: 0. ABSENT: James D. Hall. ABSTENTIONS: 0.

### **NEW BUSINESS:**

**8. CERTIFICATION OF 2025 GENERAL FUND AND CAPITAL OPERATIONS BUDGETS:**

Mr. England stated the budgets are prepared each year in accordance with the Louisiana Local Government Budget Act. The budgets were approved last month at the December meeting and published in accordance with state law. This certification is a requirement of the Budget Act and has been completed as required. It is recommended for adoption. Motion by Commissioner Altimus, seconded by Commissioner Griggs to approve the Certification of the 2025 General Fund and Capital Operations Budgets, as submitted. Hearing no questions, the motion was approved by the following votes: AYES: Commissioners: William “Bill” R. Altimus, Joshua K. Williams, Judge Stephen V. Callaway (Ret.), Walter O. Bigby, Jr., Erica R. Bryant, Sam N. Gregorio, Roy Griggs, James D. Hall, and Rick C. Prescott. NAYS: 0. ABSENT: 0. ABSTENTIONS: 0. (Published in its entirety in *The Times* on January 17, 2025.)

**9. NOMINATING COMMITTEE REPORT FOR 2025 OFFICERS:**

Commissioner Bigby stated, “It was an honor to serve as Nominating Committee Chairman and on behalf of the committee, I move the following as the slate of officers for 2025: President: Joshua Williams, Vice President: Judge Stephen Callaway, and Secretary-Treasurer: Jimmy Hall. Unless there are nominations from the floor, I move that the nominations be closed, and the slate of officers be elected for 2025.” Hearing no discussion, Commission Williams requested a motion to approve the 2025 officers as submitted. Motion by Commissioner Prescott, seconded by Commissioner Callaway to approve the 2025 officers as submitted. Hearing no questions, the motion was approved by the following votes: AYES: Commissioners: William “Bill” R. Altimus, Joshua K. Williams, Judge Stephen V. Callaway (Ret.), Walter O. Bigby, Jr., Erica R. Bryant, Sam N. Gregorio, Roy Griggs, James D. Hall, and Rick C. Prescott. NAYS: 0. ABSENT: 0. ABSTENTIONS: 0.

**10. PORT DIRECTOR’S REPORT:** Mr. England provided an update on various activities and projects, including thanking the nominating committee and congratulating the new officers, the newly signed lease with LSU for the Pecan Station property, and the upcoming 2024 audit.

**11. ADJOURN:** Hearing no other comments or questions to come from the Board, Commissioner Williams adjourned the meeting. The meeting was adjourned at approximately 4:52 p.m.

Respectfully submitted,

*/s/ James D. Hall*

James D. Hall  
Secretary-Treasurer