

**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:** July 6, 2020

**Re:** **REGULAR BOARD MEETING, Monday, July 13, 2020, 4:30 p.m.**

**Public Notice and Certification to Convene  
Virtual July Board Meeting**

*(In accordance with Section 2 of Proclamation 84 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, July 13, 2020 at 4:30 p.m.

On June 26, 2020, the Governor of Louisiana issued Proclamation 84 JBE 2020, extending the Public Health Emergency in response to the COVID-19 outbreak in Louisiana. Proclamation 84 JBE 2020 provides for restrictions on public gatherings, as well as impose limits on in-person interactions. These additional measures shall be in effect through July 24, 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 necessary to conduct the **July 13, 2020** meeting in a virtual setting. Therefore, in accordance with Sections 2 of Proclamation 84 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 July 13, 2020 meeting will convene remotely, via teleconferencing or videoconferencing.

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

*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*

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](mailto: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](mailto: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, July 9, 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 - July 2020 Board Meeting  
Monday, July 13, 2020 4:30 PM - 5:30 PM (CDT)

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

<https://global.gotomeeting.com/join/548383853>

**You can also dial in using your phone.**

United States: [+1 \(646\) 749-3122](tel:+16467493122)

**Access Code:** 548-383-853

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

<https://global.gotomeeting.com/install/548383853>

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](mailto:hettiea@portcb.com).

Posted: Monday, July 6, 2020 at 2:00 p.m.



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  
Monday, July 13, 2020 4:30 PM – 5:30 PM (CDT)  
Steering Room, 2<sup>nd</sup> Floor, Regional Commerce Center**

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

<https://global.gotomeeting.com/join/548383853>

You can also dial in using your phone.

United States: [+1 \(646\) 749-3122](tel:+16467493122)

**Access Code: 548-383-853**

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

<https://global.gotomeeting.com/install/548383853>

<b>CALL TO ORDER/OPENING REMARKS</b>	Roy Griggs
<b>PLEDGE OF ALLEGIANCE</b>	
<b>ROLL CALL</b>	Eric England
<b>INTRODUCTION OF GUESTS</b>	Roy Griggs
<b>PUBLIC COMMENT ON AGENDA ITEMS</b>	Roy Griggs
<b>UNFINISHED BUSINESS:</b>	
*REGULAR BOARD MEETING MINUTES OF JUNE 8, 2020	Bill Altimus
*MAY 2020 FINANCIALS	Bill Altimus
*Approval of Audit Committee Report of June 8, 2020	Bill Altimus
<b>NEW BUSINESS:</b>	
RS. NO. 10 of 2020: A RESOLUTION TO DECLARE CERTAIN PROPERTY SURPLUS AND AUTHORIZE THE SALE OF SURPLUS PROPERTY OWNED BY THE CADDO-BOSSIER PARISHES PORT COMMISSION, AND TO OTHERWISE PROVIDE WITH RESPECT THERETO:	Eric England
*TELECOMMUTING POLICY	Eric England
<b>PORT DIRECTOR’S REPORT</b>	Eric England
<b>ADJOURN</b>	Roy Griggs

**Regular Board Meeting, Monday, August 10, 2020 4:30 p.m.**  
Regional Commerce Center, 6000 Doug Attaway Blvd, Shreveport, LA 71115

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

*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*