



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

## MEMORANDUM

**To:** Commissioner Sam N. Gregorio, President  
Commissioner Rick C. Prescott, Vice-President  
Commissioner Roy Griggs, Secretary-Treasurer  
Commissioner Elect Walt Bigby  
Commissioner Erica R. Bryant  
Commissioner James D. Hall  
Commissioner Capt. Thomas F. Murphy  
Commissioner James L. Pannell  
Commissioner Steve Watkins

**From:** Eric England

**Date:** November 14, 2017

**Re:** **REGULAR BOARD MEETING, Thursday, November 16, 2017**

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The regularly scheduled Board Meeting will be on Thursday, November 16, 2017, 4:30 p.m. in the Board Room of the Regional Commerce Center, 6000 Doug Attaway Blvd., Shreveport. An agenda is attached.

Please let us know if you cannot attend the meeting. Thank you.

**cc:** Ed Walsh, Alex Leach, and Sarah McKinney-Williams, Romph Pou Agency,  
Public Relations  
Southern Strategy Group of North LA, Legislative Monitor  
Ty Scroggins, Scroggins Consulting, LLC  
CBPC Staff

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

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*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*

**AGENDA**

**CADDO-BOSSIER PARISHES PORT COMMISSION**

**Regular Board Meeting, November 16, 2017, 4:30 p.m.**

**Regional Commerce Center, Board Room, 6000 Doug Attaway Blvd, Shreveport**

**CALL TO ORDER/OPENING REMARKS**

Sam N. Gregorio

**SWEARING IN OF WALTER O. BIGBY, JR.**

Dannye Malone

**PLEDGE OF ALLEGIANCE**

Roy Griggs

**ROLL CALL**

Eric England

**INTRODUCTION OF GUESTS**

Sam N. Gregorio

**PUBLIC COMMENT ON AGENDA ITEMS**

Sam N. Gregorio

**UNFINISHED BUSINESS:**

\*Approval of Regular Board Meeting Minutes of October 19, 2017

Roy Griggs

\*Approval of Special Board/Executive Committee Meeting of November 6, 2017

Roy Griggs

\*Approval of September 2017 Financials:

Roy Griggs

\*Approval of November 6, 2017 Marketing Committee Meeting Minutes

Rick C. Prescott

\*Approval of November 6, 2017 Operations Committee Meeting Minutes

Roy Griggs

**NEW BUSINESS:**

\*Internal Control Audit Report

Eric England

\*Promotion and Sponsorship Policy

Eric England

\*Ordinance No. 3, 2017, Economic Development Reserve Trust Fund Ordinance

Eric England

\*Ordinance No. 4, 2017 General Reserve Fund Ordinance

Eric England

\*Ordinance No. 5, 2017 Capital Operations Reserve Fund Ordinance

Eric England

\*Committee Assignments

Eric England

\*Employee Assistance Program Contract Authorization Humans Skills Training and Counseling Center

Eric England

\*Barksdale/Energy Savings/MOU

Eric England

**PORT DIRECTOR'S REPORT**

Eric England

**ADJOURNMENT**

Sam N. Gregorio

**December Meetings**

**Regular Board Meeting, Thursday, December 21, 2017 4:30 p.m.**

Marketing and Operations Committee Meetings, Monday, December 11, 2017, 12 Noon  
Regional Commerce Center, 6000 Doug Attaway Blvd, Board Room, Shreveport, LA

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