

NOTICE OF SPECIAL MEETING

Meeting will be held via Zoom Videoconference:

<https://zoom.us/join>

Meeting ID: 891 1131 6034 Password: 001871

To join with only audio, dial:

(301) 715-8592 or (312) 626-6799

and enter the above Meeting ID and Password

NOTICE IS HEREBY GIVEN that a special meeting of the Economic Development Grants Committee of the Industrial Development Board of the Parish of Caddo, Inc. (the "Committee"), will be held via Zoom Videoconference, on **WEDNESDAY, FEBRUARY 9, 2022** at **FOUR O'CLOCK (4:00) P.M. CST**, for the following purposes, to-wit:

1. Roll Call and establishment of quorum.
2. Approval of Agenda (Pursuant to La. R.S. 42:17.1, the Committee may hold its meetings by electronic means during a gubernatorially declared public health state of emergency, however matters shall not be considered at the meeting unless they are critical or time-sensitive, and members of the Committee \present at the meeting approve the consideration of the matters by a two-thirds vote).
3. Approval of Minutes from November 9, 2021 meeting.
4. Further discussion of options and recommendations to the full IDB relative to establishment of criteria for an economic development grant program.
5. Consideration of Specific Grant Proposals.
6. Public Comments.
7. Other Business (R.S. 42:19, unanimous consent is required to amend agenda).
8. Adjournment.

This notice shall also serve as the meeting agenda. This will be an important meeting and all interested parties are urged to attend.

**INDUSTRIAL DEVELOPMENT BOARD
OF THE PARISH OF CADDO, INC.**


February 4, 2022

STATE OF LOUISIANA

PARISH OF CADDO

I, the undersigned Chairman of the Economic Development Grants Committee (the "Committee") of the Industrial Development Board of the Parish of Caddo, Inc. (the "IDB"), do hereby certify that the Committee will hold an essential meeting at 4:00 p.m. on Wednesday, February 9, 2022 (or at such later time and place as may be determined by the undersigned if it is necessary to reschedule such meeting, and for which proper notice shall be given pursuant to the Public Meetings Law), and that such meeting shall be held by video teleconference rather than in-person. A quorum of the members of the Committee, which is required in order for the Committee to take official action, would not be possible in light of the current health emergency as declared by Proclamation Number 6 JBE 2022, signed by Governor John Bel Edwards on January 19, 2022 and effective through Wednesday, February 16, 2022. At the aforesaid meeting, the Committee will consider matters that are critical or time-sensitive and that in the determination of the undersigned should not be delayed; however, such matters shall not be considered at the meeting unless the members of the Committee present at the meeting first approve the consideration of the matters by a two-thirds vote.

IN FAITH WHEREOF, witness my official signature on this the 4th day of February, 2022.

DocuSigned by:

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William C Bradford, Chair

ONLINE MEETING GUIDELINES FOR THE PUBLIC

ECONOMIC DEVELOPMENT GRANTS COMMITTEE OF THE CADDO PARISH INDUSTRIAL DEVELOPMENT BOARD

Zoom Meeting of February 9, 2022, at 4:00 p.m

1. All persons who plan on attending the Zoom meeting are requested to notify David Wolf, Esq., of Adams and Reese LLP, at david.wolf@arlaw.com, in advance of the meeting so that that IDB can have an idea of how many attendees will be present. However, advance notification is not a requirement to attend the meeting.
2. The public is asked to enter an online waiting room by joining the Zoom meeting no later than 3:50 pm, and to remain in the waiting room until a quorum of the IDB members is present. This will also allow the Committee member video feeds to be grouped together on the main video page, for the convenience of all viewers.
3. Once a quorum is present, and before the meeting is convened, everyone present in the waiting room will be admitted as a group and will join the committee members in the meeting. This will occur at 4:00 pm, or as soon as a quorum of Committee members is present. After the meeting has started, it may not be possible for the meeting host to monitor the waiting room or to admit additional persons arriving after the meeting starts, so please be sure to be in the waiting room prior to 4:00 pm.
4. Meeting attendees are asked to identify themselves for purposes of the Committee Minutes by entering their first and last names in their Zoom profile. Persons who will be attending by phone only will be asked to identify themselves when joining the meeting.
5. All members of the public will be muted, and if they have a question or wish to be recognized for public comment on an agenda item must either use the "Raise Hand" feature or the Zoom Chat feature to send a private message to the meeting host with their question or that they wish to be recognized. The meeting host (and/or any co-hosts) will keep a list of questions and persons wishing to be recognized, and will assist the presiding officer in recognizing and unmuting those persons on each item, in the order of their request.
6. Persons wishing to address the Committee on any agenda item shall limit their comments to three (3) minutes after being recognized.