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## LOUISIANA STATE BOND COMMISSION

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JOHN M. SCHRODER, CHAIRMAN

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(225) 342-0040  
www.latreasury.com

P.O. Box 44154  
Baton Rouge, LA 70804

### Instructions for joining the SBC meeting

#### **Web Access:**

Link to Meeting: <https://louisianahousingcorp.globalmeet.com/LHC>

*Note: You will be asked to enter your email address, first name, and last name.*

#### **Telephone Access**

Call: (605) 475-5613

Guest Code: 313574#

#### **Only if accessing via web:**

1. After selecting link, you will be brought to a screen asking "How would you like to join the meeting?" Options are "Continue in Browser" or "Open App".  
*Note: If using the App to access the meeting, the following instructions do not apply.*
2. Select "Continue in Browser".  
*Note: Depending on the configuration of your device, a Plugin may need to be downloaded.*
3. In "Welcome to Global Meet" screen, enter Email Address and select "Continue".
4. In next screen, complete "First Name" and "Last Name" fields, then select "Continue".
5. In "How would you like to talk in the meeting?" screen, select applicable option: "Use My Computer" or "Use My Phone".  
*Note: If you do not have a speaker/mic on your device, "Use My Phone" option should be selected. This option gives the functionality of the software on your computer while using your phone to listen and speak.*
6. If "Use My Phone" is selected,
  - a. In "Call Me" window, enter the phone number you would like to use for audio (listening and speaking)
  - b. You will receive an incoming call from an out of state number.
  - c. Answer call and follow audio prompts by entering 1 then #.  
*Note: If you choose the "Use My Computer" option and no microphone is listed, select "Don't Connect Audio" to join the meeting. Upon joining the meeting, in left side of screen, a microphone with an exclamation mark will be in red. Select the microphone and you will be asked "How would you like to talk in the meeting"? See step 6a-c for completing setting up audio.*
7. After selecting applicable audio option, select "Connect Me".
8. The "Welcome to the Meeting" screen will now be visible.
9. All participants are visible in the "Guest" section.
10. Once the meeting begins, all users will be muted by the host; however, it is encouraged to mute your microphone upon entry into the meeting.
11. Upon conclusion of the meeting, to exit, select "Exit" button in the lower right of the screen.

See page 2 for Instructions for Public Comment.

**Public Comment**

There are two options to provide public comment for the SBC meeting, prior to or during the meeting. Below are the processes for both options. Any public comments received will be read during the meeting.

- **Prior to Meeting:**  
Emails will be received up to 5:00 pm on Wednesday, April 29<sup>th</sup>. All emails must be submitted to [SBC-Application@treasury.la.gov](mailto:SBC-Application@treasury.la.gov) and must include the Agenda Item number, your name and a brief statement. If you wish to speak during the meeting, please indicate in your email. You will be addressed during the meeting.
- **During the Meeting:**  
Within the meeting software (both web and app based), on the left side of the screen is a “Chat” section under the “Guest” section. To provide comments, you must include the Agenda Item number, your name and a brief statement. Please note that all comments submitted are visible to all participants.

If there are any questions regarding the above instructions, please contact (225) 342-0040. It is encouraged to test your device prior to the meeting to ensure no connectivity problems.




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### CERTIFICATION OF INABILITY TO OPERATE DUE TO LACK OF QUORUM

In accordance with Executive Proclamations JBE 2020-30, 2020-33 and 2020-41, issued by Governor John Bel Edwards on March 16, 2020, March 22, 2020 and April 2, 2020, respectively, this notice shall serve as a certification of the Louisiana State Bond Commission's inability to otherwise operate in accordance with the Louisiana Open Meetings Law due to a lack of a quorum as a result of the COVID-19 public health emergency.

Pursuant to Section 4 of JBE 2020-30, the Louisiana State Bond Commission will provide for attendance at its essential government meeting on April 16, 2020, via video conference because it is unable to obtain a quorum (8 of 14 members). In addition, under Section 2 of JBE 2020-33 Governor Edwards ordered all public gatherings of ten (10) or more people to be suspended or postponed. The Louisiana State Bond Commission is composed of fourteen (14) members. Furthermore, in accordance with Section 2A of JBE 2020-41, all individuals in Louisiana are under a general stay-at-home order. It is essential for the Louisiana State Bond Commission to continue to operate because it must approve the issuance of any bonds, or other obligations, of the state and any political subdivision of the state under La. Const. art. VII, §8(B).

Considering the foregoing, and in accordance with Proclamation Numbers JBE 2020-30, JBE 2020-33 and 2020-41, the Louisiana State Bond Commission's meeting on Thursday, April 30, 2020, 2:00 p.m. will be held via video conference and in a manner that allows for observation and input by members of the public, as set forth in the Notice posted on April 23, 2020.

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/s/Lela M. Folse

Lela M. Folse, Secretary  
Louisiana State Bond Commission

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SWORN TO AND SUBSCRIBED BEFORE ME, the undersigned Notary Public, this 23<sup>rd</sup> day of April 2020.

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/s/Anthony V. Ligi, Jr.  
NOTARY PUBLIC