

Resilient Louisiana Commission & Task Forces Guidelines

Purpose

The COVID-19 pandemic has exposed and compounded economic vulnerability in Louisiana which will be further threatened by coming global economic crises including mass displacement of jobs from new technologies (e.g. automation and artificial intelligence) and environmental disaster, increasing sociopolitical tension from entrenched poverty, new global economic structures, and the prediction of new pandemics.

The Resilient Louisiana Commission brings together public and private sector expertise to prepare and guide the state through the ongoing aftermath of the COVID-19 pandemic. There are two charges.

Charge 1: Crisis Response. To issue industry-specific recommendations to respond to crisis needs as they evolve and to help safely implement any COVID-19-related orders of the Governor.

Charge 2: Long-Term Resilience. To examine Louisiana's economic vulnerability and build a long-term comprehensive game plan for a more resilient future Louisiana economy.

The two are interrelated: because the immediate decisions of Charge 1 impact long-term resilience, they must be in conversation with the long-term decision-making of Charge 2.

Outcome

Charge 1: Crisis Response. Ongoing industry-specific findings and recommendations to respond to crisis needs as they evolve and to help safely implement any COVID-19-related orders of the Governor, to be fluidly accumulated into a single, evolving *Comprehensive Game Plan for a Resilient Louisiana: Crisis Response Phase*.

Charge 2: Long-Term. *Comprehensive Game Plan for a Resilient Louisiana: Long-Term Phase*.

The two phases will eventually merge together as a single *Comprehensive Game Plan for a Resilient Louisiana*.

Values

Resilience. Inclusivity. Immediate & Long-term Thinking. Transparency & Accountability. All of these must be accounted for in every component of the *Comprehensive Game Plan* and the process of designing it. Engage with honesty, curiosity, comprehensiveness, and questions. This is a new world and no one of us has the answers, but we will find and innovate the answers together if we are willing to collaborate, think outside the box, and be surprised.

Structure and Expectations

Resilient Louisiana is composed of industry-specific Task Forces, the Commission, and the Central Team. **The Task Forces** gather, share, and analyze information according to both charges, meet at the beginning of each week, and issue findings and recommendations to The Commission. **The Commission** reviews these, meets at the end of each week, and submits to the Central Team their approved findings and recommendations. **The Central Team** forwards these on to the Governor, supports and coordinates the work of the Task Forces and Commission, oversees internal and external communications, and serves as liaison between the Resilient Louisiana Commission and the Governor. **The Governor** reviews the Commission's findings and recommendations, and takes action at his discretion.

Task Forces

- Are each composed of 2-4 Chairs, approximately 12-15 Members, and any Commission Members serving ex-officio.
- Meets via video-conference at the end of each week. Meetings are subject to the public meetings laws, which has requirements listed at the bottom of this document.
- Staff and facilitate meetings, and delegate internal tasks, functions and informal working groups, at the discretion of the Chairs.
- Are encouraged to bring in outside presenters, expertise, and resources, at the discretion of the Chairs.
- Have a representative requested by the Commission appear at the weekly Commission meeting for questions and discussion.
- May call on any/all members of the Central Team at any time for any needs, including but not limited to:
 - Research and data (andrew.doss@la.gov, 504-715-8990).
 - Materials (marisha.patterson@la.gov, 225-252-0464)
 - Zoom scheduling requests (after 5/1/20, donald.dunbar@la.gov, 225-993-3381)
 - Requests by the media. (david.carter@la.gov, 318-455-8171).
 - Note: a goal of the Resilient Louisiana Commission is to convey a unified message. Co-Chairs Terrie Sterling and Don Pierson and ex-officio member Kimberly Robinson will be the primary spokespeople. In the event that participants are asked to speak on behalf of the Commission or its Task Forces by members of the media, they should be referred to RLC Communications Director David Carter. Individuals are certainly free to speak as private citizens and on behalf of their respective employers, but speaking expressly on behalf of the Commission, when not authorized, is prohibited.
- After each meeting, email resilientlouisiana@la.gov:
 - Minutes.
 - Any urgent actions that need immediate attention.
 - Any findings and recommendations.
 - The agenda for the next week's meeting.

Commission

- Is composed of 18 Members appointed by the Governor, including two Chairs and 3 ex-officio members.
- Meets via video-conference at the end of each week. Meetings are subject to the public meetings laws, which has requirements listed at the bottom of this document.
- Staff and facilitate meetings, and delegate internal tasks and functions, at the discretion of the Chairs.
- Are encouraged to bring in outside presenters, expertise, and resources, at the discretion of the Chairs.
- Are encouraged to participate in any Task Force as an ex-officio member.
- May request that a representative from any Task Force appear at the weekly Commission meeting for questions and discussion.
- May call on any/all members of the Central Team at any time for any needs, including but not limited to:
 - a. Research and data (andrew.doss@la.gov, 504-715-8990).
 - b. Materials (marisha.patterson@la.gov, 225-252-0464)
 - c. Zoom scheduling requests (donald.dunbar@la.gov, 225-993-3381)
 - d. Requests by the media. (david.carter@la.gov, 318-455-8171).
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- After each meeting, email resilientlouisiana@la.gov:
 - Minutes.
 - Any urgent actions that need immediate attention.
 - Any findings and recommendations to be synthesized towards the *Comprehensive Game Plan*.
 - The agenda for the next week's meeting.

Central Team

- Coordinates Zoom meetings
- Prepares requested materials
- Conducts research
- Initiates follow-up with Commission or Task Force Members.
- Is composed of:
 - Commission Chairs: Terrie Sterling (terrie@terriesterling.com) and Secretary Don Pierson, LED (don.pierson@la.gov).

- Secretary Kimberly Lewis Robinson, LDR (kimberly.robinson@la.gov).
- Director: Andrew Doss (andrew.doss@la.gov)
- Communications Director: David Carter (david.carter@la.gov)
- Website Content and Publication: Anya Hudnall (anya.hudnall@la.gov)
- Administrative Support: Marisha Patterson, LDR (marisha.patterson@la.gov) and Donald Dunbar, LDR (donald.dunbar@la.gov).
- Research & Data Partners: LED, CPEX, Federal Reserve, Dr. Jim Richardson (via andrew.doss@la.gov)

Process Overview

Resilient Louisiana shall execute two charges simultaneously.

Charge 1: Crisis Response. Resilient Louisiana will meet weekly to examine and make ongoing industry-specific findings and recommendations to respond to crisis needs as they evolve and to help safely implement any COVID-19-related orders of the Governor, fluidly accumulated into a single, evolving *Comprehensive Game Plan for a Resilient Louisiana: Crisis Response Phase*.

Towards that *Plan*, Task Forces should be gradually building answers to the following questions:

- What is the ongoing impact of COVID-19 on your industry/sector(s)?
- How has your industry/sector(s) operated during the Stay at Home order (distinguishing between essential service and non-essential service businesses)?
- What are the concerns from your industry/sector(s) that need to be addressed prior to reopening the economy?
- What are the areas of concern unique to your industry/sector?
- What are your assessments on current employment, anticipated re-employment following reopening the economy, and workforce training needs?
- What information and resources on Continuity of Operations Plans and information from state and national health resources will be essential to share as a first step to supporting the return of existing business?
- What are immediate resources needed to re-start businesses?

Each will require answers to the following guiding set of questions:

- What are ***the facts***:
 - ...that you and the public know?
 - ...that you know and want the public to know?
 - ...that you want to know? (If somebody knows them, who?)
- What are the ***questions to be answered*** in order to know what should be done?
- What are the ***realities*** (e.g. laws, policies, social factors, resource limitations, etc.) ***that will govern relevant decisions***?
- How do these realities ***apply to*** those facts?
- What are your ***conclusions***?

At each meeting, the Task Force asks if there is an **urgent action** that needs immediate attention.

Charge 2: Long-Term Resilience. Ongoing, Resilient Louisiana will examine Louisiana's economic vulnerability and build a long-term comprehensive game plan for a more resilient future Louisiana economy. This will take place in the following three stages:

- (1) Develop a vision and guiding principles for a resilient Louisiana economy.
 - a. Task: Examine and define economic indicators of resilience, illustrated by successful models around the world.
 - b. Develop a vision for a future resilient Louisiana economy.
 - c. Begin to design templates for the *Comprehensive Game Plan*.
- (2) Identify the questions, and educate ourselves on economic vulnerabilities and Louisiana's resilience deficits exposed and compounded by COVID-19. Diagnose: How did we get here, and what needs to change to achieve the vision articulated above?
 - a. Task: defining baselines of Louisiana resilience, including analysis per sector of # entities, # employers, # unemployment claims, # applications for PPP and SBA loans, sorted by NAICS code and zip code, for both March 1, 2020 (pre-COVID) and April 27, 2020 (within COVID).
 - b. Identify other facts that are known and that need to be known about Louisiana's past, present, and future resilience.
 - c. Define the questions that must be answered to know what should be done.
- (3) How do we get from (2) to (1): drafting the *Comprehensive Game Plan: Long-Term*, with built-in implementation and iterative design.
 - a. Identify foreseeable economic disruptions which all recommendations must take into account, including mass displacement of jobs from new technologies (e.g. automation and artificial intelligence) and environmental disaster, increasing sociopolitical tension from entrenched poverty, new global economic structures, and the prediction of new pandemics.
 - b. Examine new opportunities beyond the baselines.
 - c. Design actionable cross-sector policy.
 - d. Define ongoing structure for iterative review and updating of *Comprehensive Game Plan: Long-Term*.
 - e. Draft the *Comprehensive Game Plan: Long-Term*, to be published June 29.

To Ensure Transparency and Accountability in Meetings and Participation

Digital Presence: [The Resilient Louisiana Commission website](#) will serve as the hub for notification of meetings and the publication of materials, reports, and shared resources. All shared documents and incoming email will be posted to dropdown boxes assigned to each Task Force and the Commission. Email resilientlouisiana@la.gov, or contact a specific member of the Central Team for specific needs.

Public Meetings Laws Requirements: All meetings of the RLC Commission and Task Forces are subject to the Public Meetings Laws Requirements whereby the public is invited to be present

and comment. Meeting notices must be posted on the [RLC website](#) and emailed out to the public (those who have previously signed up for RLC news & LED meeting notices) no later than 24 weekday hours in advance ([La. RS 42:19](#)). Thus, to hold a meeting, here is what you must do:

- Email david.carter@la.gov -- with advance time of ideally 36+ hours before a meeting with your meeting details.
- The meeting must include:
 - A designated Secretary to take minutes ([La. RS 42:20](#)), approve minutes from a previous meeting, and to establish quorum (more than 50% of members present).
 - A designated Moderator to call the meeting to order, manage the “floor” (acknowledge speakers), and call for adjournment.
 - An invitation for public comment. This can be offered:
 - in real time by voice
 - during a virtual meeting via “chat” or “comment” function
 - OR via email to resilientlouisiana@la.gov
- Email approved minutes to be posted on the RLC website to anya.hudnall@la.gov.