

**LOUISIANA DEPARTMENT OF STATE
BUSINESS DIVISION**

NOTICE OF INTENT

**TITLE 4
ADMINISTRATION**

PART I. GENERAL PROVISIONS

CHAPTER 4. SECRETARY OF STATE

DEPARTMENT OF STATE NON-STATUTORY FEES

**AGENDA
PUBLIC HEARING ON PROPOSED RULES**

State Archives Building

Auditorium

3851 Essen Lane

Baton Rouge, Louisiana

Date: Monday, July 30, 2018 Time: 10:00 a.m.

I. CALL TO ORDER AND INTRODUCTIONS

II. PUBLIC HEARING PROCEDURES (SEE ATTACHMENT #1)

III. PURPOSE OF HEARING

- A. Discussion of Notice of Intent or Potpourri
- B. To receive public comments on proposed amendments to the rules and regulations of the Department of State, Executive Administrative Rules, Department of State Non-Statutory Fees, specifically Louisiana Administrative Code, Title 4, Part I, Chapter 4 Department of State Non-Statutory Fees.
- C. All written and oral comments and submissions regarding the proposed rule shall be fully considered by the Department.
- D. A response to the comments and submission shall be filed with the House and Governmental Affairs and Senate and Governmental Affairs Oversight Committees.
- E. A copy of the response will be sent to each person who presented comments or submission on the rules, if an address, fax, or email is provided to the Department.

IV. TECHNICAL AMENDMENTS (If there are any technical amendments, explain them.)

V. CALL FOR COMMENTS AND SUBMISSIONS

- A. At this time, the Department is asking for any written comments and submissions to the notice of intent and/or amendments.
- B. At this time, the Department will call up persons who have signed a slip asking to speak.
- C. The deadline for written comments is close of business on Tuesday, July 31, 2018.

VI. DISCUSS TIMETABLE FOR THE ADOPTION OF THE PROPOSED RULE

VII. CLOSING COMMENTS

ATTACHMENT #1

DEPARTMENT OF STATE

PUBLIC HEARING PROCEDURES

- A. This hearing is being recorded so that all comments can be fully considered.
- B. Everyone who wishes to speak shall have the opportunity to do so.
- C. Each person wanting to speak must fill out a request slip (Attachment #2).
 - 1. If you have not already done so, please fill out a slip now.
 - 2. If you need a slip, please raise your hand and a slip will be provided to you.
- D. Limitation on Time
 - 1. Everyone's time is valuable so speakers will be limited to 10 minutes, unless the presiding officer determines that the time needs to be reduced or increased. Time will be reduced if the speaker is merely repeating what he has already said. Time will be increased if the comments are productive and are not repetitive.
 - 2. A speaker is to state:
 - a. whether he or she is for or against the proposed rule or any of the amendments being proposed;
 - b. specific provisions being commented on;
 - c. the specific reasons for the speaker's position; and/or
 - d. any recommendations by the speaker regarding the amendments.
 - 3. A speaker who starts to repeat himself or herself will be asked to move on to any other comments.
 - 4. A speaker who merely states that he or she is against the proposed rule and/or any amendments or any part of the amendments but does not provide specific reasons for doing so, may be asked to supply specific reasons for the position.
- E. Discussion of matters unrelated to the amendments will not be allowed.
- F. No response to the comments or submissions will be made today. As stated earlier, all comments and submissions will be fully considered before any response is made.

ATTACHMENT #2

DEPARTMENT OF STATE

PUBLIC HEARING REQUEST SLIP

NAME: _____

ORGANIZATION: _____

EMAIL: _____

TELEPHONE NUMBER: _____

FOR PROPOSED NOTICE OF INTENT OR AMENDMENT

AGAINST PROPOSED NOTICE OF INTENT OR AMENDMENT

WOULD LIKE TO SPEAK AT PUBLIC HEARING

SIGNATURE

DATE