

Due to COVID-19, the September State Review Board Meeting will use a hybrid format. Participants may attend in-person at Clover Bottom Mansion, 2941 Lebanon Pike in Nashville, or may participate virtually via WebEx.

State Review Board Meeting Web Access

The September 20, 2021 State Review Board meeting can be accessed via WebEx, a web meeting application. Those that join the meeting via WebEx will be able to see the presentations, hear board discussions, and comment as a member of the audience. If you do not have access to a computer, you can join the meeting by phone at the number below.

The meeting will begin at 9 a.m. Central, but you can log in anytime between 8:30 a.m. and 9 a.m.

Meeting Details

State Review Board Meeting

Hosted by Tennessee Historical Commission

Meeting link

<https://tn.webex.com/tn/j.php?MTID=m0ffd997dab450ab099a1c187810a1530>

Meeting number (access code): 2318 712 2858

Meeting password: SRBsept2021

Join by Phone

+1-415-655-0001 US Toll

Access Code: 2318 712 2858

WebEx Tips

- WebEx may require the download of a small plug-in to run on your computer. This will usually begin downloading when you click the meeting link.
- You do not have to join with video unless you want others to see you.
- If you do not have a camera with microphone on your computer, for *Audio* choose the Call Me and enter your phone number.
- Troubleshooting Help: <https://help.webex.com/en-us/ozygebb/Join-a-Cisco-Webex-Meeting#Join-a-Webex-Meeting-from-an-Email-Invitation>

National Register State Review Board Meeting Webex Virtual Option

Why we are providing a virtual video-conference option:

- To protect public health, safety and welfare due to COVID-19 precautions while still maintaining Tennessee Historical Commission-State Historic Preservation Office's responsibility to provide essential services to our citizens.
- To facilitate access to State Review Board members and members of the public who may be unable to attend physically
- For electronic meetings, according to Tenn. Code Ann. § 8-44-108 (5) ***all votes taken during a meeting shall be by roll call vote.***

Accessibility

- The public has 3 options to participate: log-in using a computer, call in using a phone, or use the Webex application using a smart phone or tablet. Internet is not required to participate.
- If you have trouble with the chat box or audio connection and have a comment during the meeting, email comments to Section.106@tn.gov This box will be monitored throughout the meeting. The opportunity to speak will be provided at several points during the meeting. You can also call 615-770-1092 if you need further assistance. Comments may also be submitted before the meeting to Rebecca.Schmitt@tn.gov.

Background noise

- You will be muted during presentations. Please unmute yourself if you want to speak and please silence your device when you are not speaking. Thank you.

General

- Each participant using a computer has meeting controls/Webex Toolbar
 - The Webex Toolbar/Meeting controls hide when you're not using them and then re-appear when you move your cursor

- The following tools are available
 - Mute – Microphone icon turns red when you mute your audio
 - Connect Audio and Video – is disabled during public meetings and hearings
 - Share screen – the host will be sharing content. Participant share screen feature is disabled during public meetings/hearings.
 - Start recording – only the host can record the meeting.
 - Participant list – see who is in the meeting. The button is blue when the participant list is open.
 - Chat – during meeting, participants can only chat with THC Staff
 - Options – 3 small dots icon includes ability to take notes, share device and copy meeting link.
 - End meeting icon is the red X – allows you to exit the meeting.
- Chat with host/presenter
 - Find the participants list on the right side of the screen.
 - OPTIONAL: Under the chat window located on the right side of your screen, click the drop-down box. Here you can select who can view your message.
 - Hover the cursor on “Host”
 - Click on the chat icon (looks like a speech bubble)
 - A chat window will appear below the participants list. Type your message and press **send**
 - Your entries will appear in this area as well as the response from Staff