

March 30, 2012

MEMORANDUM

TO: Developmental Disabilities Council Members

FROM: Sandee Winchell
Executive Director

In addition to the normal business meeting materials and agency reports, your packet includes a separate folder of materials to help you prepare for our annual planning meeting. As always, please review these prior to the meeting.

On **Wednesday, April 18th** we will **eat lunch together at 11:45 a.m. and begin our planning meeting at 12:30 p.m.** We conclude our planning that evening at 8:00 p.m. On **Thursday, April 19th** the **Council business meeting begins at 8:30 a.m.**

We are meeting at the **Holiday Inn on Airline Hwy. right off of I-12.** If you have not yet let us know of your planned attendance, please call Paige at (800) 450-8108.

If you have any questions or need any assistance, please let me know. I look forward to seeing you soon.

/SW

Enclosure