

October 5, 2015

MEMORANDUM

TO: Developmental Disabilities Council Members

FROM: Sandee Winchell Executive Director

This is our first Council meeting for which your meeting packet is only being provided electronically. We will provide you with a hard copy of the reports at the meeting.

The following documents are available to help you prepare for the meeting:

- Council Meeting Agenda the links to the various reports are included on the agenda
- <u>Status Report of Council Plan Activities</u>

These additional documents are available for your information:

- <u>Attendance Chart</u>
- <u>Committee List</u>
- <u>Council Representation on Other Disability Groups</u>
- Quarterly Meeting Schedule

The Council Member Address List is attached as this document is not posted on our website.

Our standing committee meetings begin on **Wednesday**, **October 21**st at the regular time of 3:00 p.m. The Executive Committee and Act 378 Sub-Committee will meet at their normal times of 10 a.m. and 1 p.m. respectively. Please refer to the agenda for further details.

On **Thursday**, **October 22nd** the Council business meeting begins at 8:30 a.m. We are meeting at the **Holiday Inn on Airline Hwy.** immediately off of I-12. (Take the Airline Hwy. North exit.) If you have not yet let us know of your planned attendance, please call Kourtney at (800) 450-8108 or email her at <u>Kourtney.gaines@la.gov</u>.

I look forward to seeing you in a couple of weeks. Please call me if you have any questions in the meantime.

/SW

Enclosure