December 17, 2018

MEMORANDUM

TO: Developmental Disabilities Council Members

FROM: Sandee Winchell
Executive Director

The January Council meeting will be held on **January 16th and 17th** at the **Embassy Suites, 4914 Constitution Avenue** in Baton Rouge. Our committees will follow our regular Wednesday schedule and the business meeting will begin at 8:30 a.m. on Thursday. Please refer to the agenda linked below for specific committee start times and more details on the business meeting.

All of the meeting documents are provided electronically to help you prepare for the meeting and with the exception of the meeting summary, will be provided in hard copy at the meeting:

- Council Meeting Agenda – the links to the various reports are included on the agenda
- Status Report of Council FFY2019 Action Plan

These additional documents are available for your information:

- Attendance Chart
- Committee List
- Council Representation on Other Disability Groups
- Quarterly Meeting Schedule

The Council member address list is attached for your information as this document is not available to the public.

If you have not yet let us know of your planned attendance, please call our new Executive Secretary, Hannah Jenkins at (800) 450-8108 or email her at Hannah.Jenkins@la.gov. I look forward to seeing you in a couple of weeks. Please call me if you have any questions in the meantime.

/SW

Enclosure