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Date: 2/22/2017 1:54:46 PM
Subject: RE: March AAA Meeting and Clemson Assessment Team Meeting
Attachments: LGOA AAA Directors Meeting Agenda 030217.docx

Hello, again – I hope this quick note finds you well and your week pleasant. Attached is the agenda for our meeting on March 2nd. The agenda is intentionally short and general. Please let me know if you have any questions or any specific topics you think should be added to the discussion. Otherwise – Kristie, Liz, and I look forward to meeting you next week. Thanks – Justine

Justine Gradillas 

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From: Justine Rene Gradillas
Sent: Friday, February 3, 2017 7:08 PM
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Subject: RE: March AAA Meeting and Clemson Assessment Team Meeting

Greetings colleagues – Thank you for your willingness to meet with members of our training team. As Gerry indicated, we would like to spend some time getting to know you. We would also like to get your insights about the trainings we will be conducting with you and your assessment teams. Prior to our meeting on March 2, I will send out an agenda for that afternoon. If we start promptly at 1, we should conclude no later than 3. In the meantime, if you have any questions or specific items that you would like to discuss, please feel free to contact me. We look forward to meeting each of you on the 2nd. Thank you.

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Sent: Monday, January 30, 2017 5:47 PM

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Cc: Wolf, Anne <awolf@aging.sc.gov>; Morris, Steve <smorris@aging.sc.gov>; Hightower, Kay <khightower@aging.sc.gov>; Burton, Kenneth <krburton@aging.sc.gov>

Subject: March AAA Meeting and Clemson Assessment Team Meeting

Dear AAA Directors:

In response to your meeting with Mr. Morris and me last week we attempted to include the Clemson Assessment Team at our February AAA meeting. Unfortunately, the team was not available to join us on February 2.

Thankfully, the Clemson Assessment Team has agreed to meet with the AAA Directors after our March 2 AAA meeting in the LGOA conference room. The Clemson meeting will start at 1:00PM.

Justine Gradillas is the Clemson Project Manager and she will be contacting you via email to provide additional details about her meeting. Ms. Gradillas wants to use this opportunity to interact with you regarding the assessment training process in an open discussion and by using focus group format.

We will allow enough time between the AAA meeting and the Clemson meeting to give everyone time to have lunch.

We look forward to seeing all of you this Thursday at the LGOA for our February meeting.

Thanks,
Gerry

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