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Date: 6/27/2016 10:07:24 AM
Subject: RE: No Staff Meeting

Thanks, Swati.

Yes, please send me dates you will not be in the office. This is helpful when scheduling and staffing meetings.

Monday- NH will be in the office all day

Tuesday-NH will most likely be in the office all day

Wednesday-NH will be in the office in the morning/out of the office all afternoon

Thursday-not sure about the Governor's schedule on this date yet.

Friday-out of the office

From: Patel, Swati
Sent: Monday, June 27, 2016 9:58 AM
To: Jones, Sheila; Veldran, Katherine; Godfrey, Rob; Adams, Chaney; Symmes, Brian; Moore, Camlin; Baker, Josh; Priester, Nicole; Haltiwanger, Katherine; Smith, Austin; Pisarik, Holly; Schimsa, Rebecca; Philpott, Katie; Peters, Hal; Glaccum, David; Mottel, Haley
Subject: No Staff Meeting

Staff,

Good morning and Happy Monday! We will not have a staff meeting today or next Monday, which is a state holiday. Nicole will send out the Governor's availability for the week shortly. As the Governor mentioned last week, as you take time off during the summer, please send me and Nicole an email indicating your time off, and make sure to keep your phone with you.

I expect a quiet week, other than continued flood recovery efforts through the CDBG funding process. If I'm missing anything that needs to be shared with the staff, please feel free to share it with the group.

Thanks and have a great week!!
Swati

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