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Date: 10/6/2016 7:16:53 PM

Subject: 9:00 am Executive Group Hurricane Matthew Conference Call (Friday, October 7, 2016)

Directors,

There will be an 09:00 am Executive Call referencing Hurricane Matthew this Friday morning.

To uphold the integrity of the line, we ask you to do several things.

- Please RSVP me via email and submit the phone number that you will be using to call in on.
- If you plan to attend in person, please let me know.
- Only Directors are to call in.
- The weather briefing will be conducted by an NWS Columbia representative onsite in the SEOC with support from the State Climatology Office.

Please submit your information to me by 07:30 am Friday morning. The conference call information will be provided at 8:00 am tomorrow morning. Please do not share that number.

Thank you.

Justin Kier
Hurricane Program Manager