

MEMORANDUM

TO: Agency Members and Designees

FROM: Terry Martino, Executive Director

DATE: December 4, 2013

RE: Administration Committee Interim Report

The Administration Committee will not meet in December. Attached are the Draft Committee minutes from November.

TM:mp

Attachment

Administration Committee Members:

Leilani Ulrich, Chairwoman Karen Feldman Dierdre Scozzafava, DOS