

MEMORANDUM

To: Commissioner Wayne E. Woods, Interim Chairperson
Commissioner Danette O'Neal
Commissioner Kevin J. Brown
Commissioner Mark Madderra
Commissioner Larry J. Broussard

From: Tim Shackelford, Contract Administration Manager

Date: August 17, 2007

Re: Special Programs & Program Initiatives Committee Meeting

Currently, there are no issues that require a Contract Administration Committee meeting on Wednesday, August 22, 2007.

If you have any questions or concerns, please contact me.