



**Department of
Job and Family Services**

Ted Strickland, Governor
Douglas E. Lumpkin, Director

TO: All Employees

FROM: Douglas E. Lumpkin, Director

SUBJECT: Approval to attend **2010 Fall International Association of Workforce Professionals Conference**

DATE: April 14, 2010

The Ohio Chapter IAWP Fall Educational Conference will be held October 7-8, 2010 – Holiday Inn French Quarter, 10630 Fremont Pike, Perrysburg, OH 43551.

The two-day agenda includes the latest program updates, workshops, and information designed to assist attendees in their daily work schedules.

If employees can be spared from their regular duties, they should be permitted to attend this IAWP function. We must recognize, however, that our first responsibility is to provide quality service to the people of Ohio. IAWP activities are financed by income derived from membership dues. Therefore, it is appropriate to give priority to members in granting permission to attend the conference. Participation of nonmembers is welcome if it does not interfere with the attendance of members.

Approval for up to a total of 16 hours of release time on Thursday October 07, through Friday October 08, 2010 is authorized for employees attending the conference. A Request for Leave is not required. As in the past, travel costs such as meals, mileage, registration fees, and lodging are the responsibility of the attendee. These costs will not be reimbursed by the Department.

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