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| LOCAL COMMISSIONERS MEMORANDUM |
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DSS-4037EL (Rev. 9/89)

Transmittal No: 94 LCM-6

Date: January 18, 1994

Division: Office of Field
Operations

Management Support
and Quality
Improvement

TO: Local District Commissioners

SUBJECT: Videoconferences on Security and Direct Data Entry

ATTACHMENTS: None

The Office of Field Operations, in collaboration with the Office of Human Resource Development, is planning two statewide videoconferences on Thursday, April 7, 1994. The morning videoconference will be "Direct Data Entry by Eligibility Workers" with a targeted audience of Commissioners, IM, MA, and Services Directors, Supervisors, and Line Workers. The afternoon videoconference features "Security in the Workplace" for Commissioners, legislators, and all levels of workers.

As currently planned, the first session will begin at 10:00 a.m. and will last until noon. The second videoconference will be from 1:30 to 3:30 p.m. Participants may wish to attend one or both of these programs.

Both videoconferences will include presentations by state and local personnel on these topics, highlighting "best practices" of local districts. A detailed announcement describing the conferences in greater detail and listing the location in your area where you and your staff may attend is forthcoming. If you have any questions regarding this LCM, please contact Diane Ley in the Albany Office of Field Operations at 1-800-546-0879 or 518-432-2466.

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