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

Transmittal No: 94 LCM-49

Date: May 9, 1994

Division: Office of Field
Operations

TO: Local District Commissioners

SUBJECT: Teleconference Survey

ATTACHMENTS: Teleconference Survey (Available On-Line)

As you know, the Office of Field Operations recently sponsored two statewide teleconferences entitled "Direct Data Entry" and "Working in a Safe Environment". In August of 1993, we sponsored a teleconference on "Group Recertification". The purpose of our teleconferences has been to highlight some of the best practices found in local social service districts.

The Office of Field Operations wishes to continue to use this tool to enhance communications among districts, and to disseminate new techniques and approaches to improve administration of our programs. We need your help in evaluating potential topics for future teleconferences.

We ask that you complete the attached survey which lists a number of possible topics, and return it to Diane Ley by May 20, 1994. Please share this information with your Staff Development Coordinator. If you have any questions, please contact Ms. Ley at 1-800-546-0879, (518) 432-2466 or User ID 90B163. Thank you for your cooperation.

William E. Gould
Director
Office of Field Operations

New York State
Department of Social Services
Office of Field Operations
Teleconference Survey

Please rank the following suggested topics for future teleconferences in order of preference:

_____ Motor Voter
_____ FEEDS (Front End Detection System) Best Practices
_____ Major Litigation Issues
_____ Other _____

Name _____ District _____

Title _____

Phone # _____

Please E-mail or fax survey by May 20, 1994 to:

Diane H. Ley
User ID: 90B163
Fax: (518) 432-2570

If you have any questions, please contact Ms. Ley at 1-800-546-0879, or (518) 432-2466