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MEMORANDUM

DEPARTMENT OF HEALTH, EDUCATION, AND WELFARE
PUBLIC HEALTH SERVICE
HEALTH RESOURCES ADMINISTRATION
BUREAU OF HEALTH RESOURCES DEVELOPMENT

TO : SEE BELOW

DATE: December 9, 1974

FROM : Acting Director, DRMP

SUBJECT: HRP Executive Committee

Attached is copy of the summary of the subject committee meeting held December 2, 1974 to which is attached a draft of the agenda for the December 19 and 20 meetings to be held for Regional Office staff. The agenda is to be revised and therefore need not be commented on at this time.

Also attached is Draft #2 dated 12/9/74, containing a proposed agenda for the Regional Orientation sessions to be held in January. Your comments or reactions to that draft will be appreciated by close of business Thursday, December 12.

G. T. Gardell

Gerald T. Gardell

Enclosures

Addressees:

Mr. Peterson
Mr. Ringle
Mr. Levi
Mr. Ott
Mr. Van Winkle
Mr. Spear
Mrs. Silsbee
Mr. Posta
Mr. Russell
Mr. Nash