



\*E001113\*



DATE: March 16, 1991  
FROM: Chief, HMD  
SUBJECT: Date for RMP Conference  
TO: Director, NLM

Following up on my last memo, I am writing to see if you have settled on a date for the RMP conference. When you have done so, please return the attached form with the date indicated.

Linda Goodwin has been holding the Auditorium on a couple of tentative dates for someone. One of them was November 21. If we are going to take the Auditorium that day, we should let the individual know as soon as possible.

Your initial preference in our earlier discussion was to hold a reception in the Lister Hill lobby on the evening of Thursday, November 21 (about 6 p.m.?), followed by the conference on Friday, November 22. This would work well except for the BLRC meeting. If you do not feel that conflicting with the Friday portion of the BLRC meeting is a problem, we may want to settle on November 22 as the date.

If you wish to avoid a conflict with the BLRC meeting, we could choose one of the dates I indicated in my earlier memo. These are listed below. All of the dates indicated are clear on your calendar and on the Auditorium schedule (with the exception of the November 21 situation noted above). I look forward to hearing from you soon on this matter.

Arrangements have been made for Dr. Rikli to visit NLM on April 4. We have him scheduled on your calendar. The purchase order for his services has gone forward. For your information, I will be away from March 20-31, but will get right back to this project in April. Other than choosing the date and developing more background material, there is not much else to do in this connection until Dr. Rikli's visit.

*John Parascandola*  
John Parascandola

cc: Lois Ann Colaianni, Elliot Siegel, Linda Goodwin

Please schedule the conference on the date indicated below (with a reception the previous evening).

\_\_\_\_ Thursday, November 21

\_\_\_\_ Friday, November 22

\_\_\_\_ Monday, December 2  
(would require special arrangements for Sunday evening reception)

*had also* Tuesday, December 3

*reception LHA LHA Thursday 11 Dec*  
*meeting*  
\_\_\_\_ Friday, December 6

\_\_\_\_ Wednesday, January 15

\_\_\_\_ Thursday, January 16

\_\_\_\_ Friday, January 17

\_\_\_\_ None of these dates are acceptable; further discussion required

*to LHA and funding on*  
*afternoon of Dec 5*  
Comments \_\_\_\_\_

\_\_\_\_\_  
Donald A. B. Lindberg, M.D., Director

→ JF  
Linda