
OFFICE OF GOVERNOR RONNIE MUSGROVE
INTEROFFICE MEMORANDUM

TO: DAVIS
FROM: RILEY
SUBJECT: ASSISTANCE IN MY ABSENCE
DATE 8/28/03
CC: BOYD

Could you please take care of the following for me while I am out? THANKS!!

1. New York Times article: I am awaiting Lisa's okay on a letter to the editor of the New York Times. I'm going to have to check my AOL for her "OK" and then call you. I just need you to mail the attached 2 letters (to NYT and to Mark Musick) once I call and tell you she has said "OK."
2. Department of Wildlife Fisheries and Parks sent us an easement (legal size paper) that the Governor has to sign. I've sent it to him with a cover memo. Would you please check my box for it (probably will come out Friday) once he has signed it, make a file copy for me and then send it to John Tindall at DWFP? I've attached Tindall's cover letter so that you have his number and address.
3. NGA is hosting a conference call Tuesday at 1:00 our time for states interested in applying for a new Policy Academy on adult access and success in postsecondary education. Boyd knows about this grant, but I don't know if he knows about the conference call. I've attached the email about the conference call and the info about the grant. Please check with Boyd and if he is not planning on sitting in on the conference call, please do so and take notes.
4. MS ETV has its budget hearing next Thursday at 10:00 and the Department of Education has its budget hearing at 10:40 downstairs in LBO's conference room (1st floor, West St. side). Could you please attend both of these and take notes? Get a copy of the 2 handouts if you can, although I already have a copy of MDE's so I really just need ETV's.

THANKS! I have my pager and my cell phone, so page me if you need me for anything.