
OFFICE OF GOVERNOR RONNIE MUSGROVE
INTEROFFICE MEMORANDUM

TO: GOVERNOR
FROM: RILEY
SUBJECT: NAGB: NEED FOR SPECIAL COSDAM (CMTEE ON STANDARDS, DESIGN AND METHODOLOGY) MEETING ON EITHER MAY 2 OR MAY 3
DATE 3/28/02
CC: FILE

I've received an email from Jim Carlson of the NAGB staff that the Committee on Standards, Design and Methodology (COSDAM) needs to meet prior to the May board meeting. However, you'll remember from committee discussions in New Orleans that COSDAM cannot meet until it receives the recommendations from the other 2 work committees. The bottom line is that, due to the other committees' schedules, COSDAM cannot meet before May 1, but can't meet later than May 3 in order to allow time to prepare materials for the briefing books for the May 16-18 board meeting.

Jim wants COSDAM to meet for one day on either May 2 (Thursday) or May 3 (Friday) and has suggested holding the meeting in Detroit. I've attached your current schedule for both. It appears that, if you want to attend the COSDAM meeting, May 3 works better for you. Jill has handwritten the requests that you have received so far, but that the Scheduling Team has not reviewed. I would not be able to attend the meeting on your behalf, as my doctor has grounded me from flying after April 13 – sorry!

Please check the response that you would like me to convey to Jim as to your participation:

- Meet on Thursday, May 2 _____
- Meet on Friday, May 3 _____
- Sorry, but I can't attend this COSDAM meeting _____