
OFFICE OF GOVERNOR RONNIE MUSGROVE
INTEROFFICE MEMORANDUM

TO: GOVERNOR
FROM: RILEY
SUBJECT: GOVERNOR'S SPEAKING AT MDOT HIGHWAY SAFETY SUMMIT ON DECEMBER 6
DATE: 12/5/2001
CC: MAYO
BARNES

You are speaking at the MDOT Highway Safety Summit tomorrow, December 6, at 8:50 at the Clarion Hotel in the Regency Room (southwest corner of building, just inside last set of double glass doors). The summit will begin with the presentation of the colors at 8:50 and you are scheduled to speak at 9:05. Here are the details:

- The head table will be on the west wall of the room (to your right as you enter room). Your chair will be designated with a table tent top.
- Commissioner Brown will introduce Bob Cucchi of the Ford Motor Company, Cucchi will introduce you, and then you speak.
- Mr. Cucchi, Carol Burger of the United Way, and a Toys-R-Us representative will speak after you.
- The Madison Family will receive the first booster seats (they will be recognized during the comments, but not by you.) Thyjuana ("Twana") is the mother and the 2 children are Elsie (8 year old girl) and Byram (4 year old boy).
- Mr. Cucchi will then invite the media outside for the photo op. You will exit the room via the south doors into the south parking lot (opposite end where you entered.)
- A Ford Explorer will be parked outside of the doors and will be facing the coliseum.
- Walk around to the south (driver) side of the Explorer and buckle the first child in (media to be on the north side of car shooting pictures through the downed windows.)
- Then, walk around to the north side of the Explorer and buckle the second child in (media will then be on the south side shooting pictures of you.)

You're done.