

## Memo

To: Janice Broome Brooks, Executive Director  
From: Kelly Riley, Policy Liaison  
Date: November 1, 2001  
Subject: Education Commission of the States' (ECS) Regional Workshop on Early Learning

Thank you for your interest in sending a DHS representative to the ECS Regional Workshop on Early Learning to be held in Atlanta on November 29 and 30, 2001. The Governor would like for you to designate a DHS representative to serve as Mississippi's team leader for this workshop.

In accordance with ECS guidelines on team composition, we would like the following individuals to be invited to serve on the team:

Legislators: Representative Eloise Scott  
Senator Bennie Turner

State Agency Leaders: The DHS representative  
Bonita Coleman-Potter, Department of Education

Providers: Dr. Cathy Grace, MSU Early Childhood Institute  
Louise Davis, Mississippi Cooperative Extension Service  
Robert Langford (Provider), Operation Shoestring 353-6336  
Helen M. Taylor (Provider), 104 Main St., Starkville  
Deloris Suel (Provider), Jackson 362-2254  
One other provider to be determined by DHS

Business Leaders: Claiborne Barksdale, Barksdale Reading Institute

Team members will be responsible for their own travel expenses. Registration, meals, materials and program will be provided by ECS. I have attached the conference and travel information that I have for your information.

Please have your DHS representative/team leader do the following:

1. Notify Kristie Kauertz of ECS (303-299-3662) that they will be serving as team leader.
2. Extend the invitation to team members and have them make hotel reservations by Wednesday, November 7, 2001.

Thank you for your assistance in this matter. Please do not hesitate to contact me at 359-2528 if you have any questions regarding this matter. I will be out of the office on Friday, November 2, and Monday, November 5, but I'll be checking my voicemail.