



**KATHLEEN BABINEAUX BLANCO**  
LIEUTENANT GOVERNOR

**State of Louisiana**  
OFFICE OF THE LIEUTENANT GOVERNOR  
DEPARTMENT OF CULTURE, RECREATION & TOURISM  
MANAGEMENT AND FINANCE

**PHILLIP J. JONES**  
SECRETARY

**MATTHEW A. JONES**  
UNDERSECRETARY

## **HUMAN RESOURCE MEMORANDUM NO. 02-016**

March 12, 2002

**TO:** Lt. Governor, Secretary, Undersecretary, Assistant Secretaries, Deputy Assistant Secretaries, Program Managers

**FROM:** Mary F. Ginn  
Human Resources Director

**SUBJECT:** **A Lunch & Learn Workshop - Bomb Threats**  
*(Another in our series of informational meetings on health and safety)*

### **Bomb Threats**

**Roy Guggenheim, Louisiana State Police**

**Thursday, March 28, 2002**

**11:30 a.m. - 1:00 p.m.**

**Seminar Center, State Library**

You are invited to a Lunch & Learn Workshop presented by Officer Roy Guggenheim of the Louisiana State Police. We will plan to eat lunch at 11:30 and the presentation will begin at 12 noon. Employees can order lunch from AJason's Deli or bring their own lunch. Those who wish to attend the presentation only should still register and arrive no later than 12 noon.

This workshop will also serve as a safety meeting. Please complete the attached registration form and submit it to the Human Resources Office no later than Tuesday, March 26, 2002. Those interested can also register on-line on AChannel Z.

Attachment

**Please Post and Circulate**