



KATHLEEN BABINEAUX BLANCO  
LIEUTENANT GOVERNOR

State of Louisiana  
OFFICE OF THE LIEUTENANT GOVERNOR  
DEPARTMENT OF CULTURE, RECREATION & TOURISM

PHILLIP J. JONES  
SECRETARY

MATTHEW A. JONES

## HUMAN RESOURCES MEMORANDUM NO. 02-057

July 3, 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 - Inspirational Writings Bring Comfort**  
*(Another in our series of informational meetings on health and safety)*

### Inspirational Writings Bring Comfort

Delta Trabeaux Keith, Author of  
*A Straight From the Throne*  
(A Book of Poetry)

Thursday, August 1, 2002  
11:30 a.m. - 12:30 p.m.  
Seminar Center, State Library

You are invited to attend a Lunch & Learn Workshop presented by Delta Trabeaux Keith, author of *A Straight From the Throne*, a book of inspirational poetry. As we eat lunch, Ms. Keith will share with us how she was inspired to write and how the verses reflect life's daily challenges.

Employees can order lunch from *A Grand Cru* or bring their own lunch. You must provide your own soft drink. Please notice that this workshop is concurrent with lunch.

**This workshop will also serve as a safety meeting relating to health and well being.** Please complete the attached registration form and submit it to the Human Resources Office no later than 4:30 p.m., Tuesday, July 30, 2002. Those interested can also register on-line on *A Channel Z*.

Attachment

**Please Post and Circulate**

**A LUNCH AND LEARN® WORKSHOP**  
**Inspirational Writings Bring Comfort**

**Delta Trabeaux Keith, Author of**  
**A Straight From the Throne®**  
**(A Book of Poetry)**

**Thursday, August 1, 2002**  
**11:30 a.m. - 12:30 p.m.**  
**Seminar Center, State Library**

**REGISTRATION FORM**

**Please Print**

**Name** \_\_\_\_\_

**Department** \_\_\_\_\_ **Phone #** \_\_\_\_\_

\_\_\_\_\_ **Include me in the Box Lunch**

\*\*\* **NOTE:** If you are unable to attend after making a reservation and fail to notify us, please understand that we must consider this registration a guarantee for your payment.

**Lunch Choices from Grand Cru:**

*All lunches are \$8.00 (including tax). Sandwiches also include chips and cookie.*

\_\_\_\_\_ **Highland Turkey Sandwich** with Cranberry Horseradish on Seven Grain Bread

\_\_\_\_\_ **Santa Fe Wrap** with Grilled Chicken, Roasted Pepper Remoulade, and Avocado

\_\_\_\_\_ **Shrimp Remi** with Remoulade, Avocado, and Spring Greens on a Croissant.

\_\_\_\_\_ **Basil Chicken Salad** Dressed on Seven Grain Bread

\_\_\_\_\_ **Caesar Salad** with Grilled Chicken

**Payment Choice:**

\_\_\_\_\_ Check for the lunch amount payable to Grand Cru is attached.

\_\_\_\_\_ I will pay at the meeting.

**OR**

\_\_\_\_\_ I will attend the presentation but will not participate in the lunch.

**Signatures:**

**EMPLOYEE** \_\_\_\_\_ **Date** \_\_\_\_\_

**SUPERVISOR** \_\_\_\_\_ **Date** \_\_\_\_\_