



## State of Louisiana

KATHLEEN BABINEAUX BLANCO  
LIEUTENANT GOVERNOR

OFFICE OF THE LIEUTENANT GOVERNOR  
DEPARTMENT OF CULTURE, RECREATION & TOURISM

PHILLIP J. JONES  
SECRETARY

MATTHEW A. JONES

## HUMAN RESOURCES MEMORANDUM NO. 02-067

August 8, 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**  
(*Another in our series of informational meetings on health and safety*)

### Formula For Success - Planning and Goal Setting

Robert A. "Bob" Bourgeois, CEO  
Sunbelt Business Brokers  
Tuesday, August 27, 2002  
11:30 a.m. - 1:00 p.m.  
Seminar Center, State Library

You are invited to attend a Lunch & Learn Workshop presented by Bob Bourgeois, CEO, Sunbelt Business Brokers. Mr. Bourgeois will share his secrets of success in a manner that has been reported to us by those who have heard him as energetic, informative, inspiring, and down-to-earth.

Employees can order lunch from "Grand Cru" or bring their own lunch. You must provide your own soft drink. We encourage you, if possible, to pay by check as it makes the registration process much more efficient for us.

**This workshop will also serve as a safety meeting relating to health and well being.** Experts agree that those who learn to plan and set goals generally experience greater health and a longer life. Please complete the attached registration form and submit it to the Human Resources Office no later than noon on Monday, August 26, 2002. Registrations can also be made on-line on "Channel Z." The same deadline applies for cancellations which must be phoned in to us at (225) 342-0880.

Attachment

**Please Post and Circulate**

**A ~~AL~~LUNCH AND LEARN@ WORKSHOP  
Formula For Success - Planning and Goal Setting**

**Robert A. ~~AB~~Bob@ Bourgeois, CEO  
Sunbelt Business Brokers**

**Tuesday, August 27, 2002  
11:30 a.m. - 1:00 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 (please pay by check)

**OR**

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

**Signatures:**

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

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