



State of Louisiana

KATHLEEN BABINEAUX BLANCO
LIEUTENANT GOVERNOR

OFFICE OF THE LIEUTENANT GOVERNOR
DEPARTMENT OF CULTURE, RECREATION & TOURISM
MANAGEMENT AND FINANCE

PHILLIP J. JONES
SECRETARY

MATTHEW A. JONES
UNDERSECRETARY

HUMAN RESOURCES MEMORANDUM NO. 02-080

September 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**
(Another in our series of informational meetings on health and safety)

¶If The Shoe Fits®

**Jenni Peters, Marketing and Promotions Manager, LSU Athletic Department
and Owner of Varsity Sports (Athletic Shoes, etc.)**
Friday, October 11, 2002, 11:30 a.m. - 1:00 p.m.
Seminar Center, State Library

You are invited to attend a Lunch & Learn Workshop presented by Jenni Peters, Marketing and Promotions Manager of the LSU Athletic Department and owner of Varsity Sports. Ms. Peters, a long distance runner, was a seven-time winner and record holder of the Great River Road Run. She is an expert on sports shoes and will perform biomechanic evaluations (how the shoe fits) for those who are interested. Varsity Sports discount coupons will also be available.

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 proper exercise (without injury) contributes to health and fewer absences from work. Please complete the attached registration form and submit it to the Human Resources Office no later than noon on Thursday, October 10, 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 LUNCH AND LEARN® WORKSHOP

Alf The Shoe Fits®

**Jenni Peters, Marketing and Promotions Manager, LSU Athletic Department
and Owner of Varsity Sports (athletic shoes, etc.)**

**Friday, October 11, 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
- Nawlins Beef Brisket**, Swiss Cheese, Raspberry Vinaigrette Slaw, Mustard on French Bread
- Shrimp Remi** with Remoulade, Avocado, and Spring Greens on a Croissant
- Muffaletta** Genoa Salami, Ham, Mortadella, Provolone, Olive Salad on Italian Loaf (Half)
- 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** _____