



**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 RESOURCES MEMORANDUM NO. 03-030**

**March 26, 2003**

**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, safety, & well being.)*

### ***“Can We Talk – With Confidence”***

**Thomas Karam, Ph.D. - Member of the LSU Department of Marketing  
Director of the Eric Hill Athletic Commission Studio**

**Wednesday, April 9, 2003, 11:30 a.m. – 1:00 p.m. - Seminar Center, State Library**

You are invited to attend a Lunch & Learn Workshop presented by Dr. Thomas Karam, an LSU authority on communication and marketing. In addition to his teaching role at LSU, Dr. Karam is often invited to speak at conferences and other meetings. We are fortunate that he is taking time from his busy schedule to present to us “*Can We Talk – With Confidence.*” Dr. Karam will also share some of the ideas he is developing for his new book: “*Dreamful Attraction – the Art of Marketing Yourself.*”

Although our individual jobs may vary, we all must talk as a means of communicating our ideas to others. Whether talking to one individual or to a group, talking with confidence can make the difference in how your ideas are perceived. Therefore, effective communication can lead to a life of success and well being.

Please complete the attached registration form and submit it to the Human Resources Office no later than 3:00 p.m. on Monday, April 7, 2003, or register on-line on “Channel Z.” Employees can order lunch from “Jason’s Deli” or bring their own lunch. You must provide your own soft drink. We encourage you, if possible, to pay by check. 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  
"Can We Talk – With Confidence"

Thomas Karam, Ph.D.

Member of the LSU Department of Marketing  
Director of the Eric Hill Athletic Commission Studio

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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 Jason's Deli:**

*Prices include 9% tax and fifteen cents delivery charge.*

\_\_\_\_\_ **Chef Salad** with imported ham, white meat turkey, Swiss cheese, cheddar cheese, tomatoes and egg slices on a bed of lettuce. **\$6.64**

\_\_\_\_\_ **Turkey Wrap Box** with fat free white turkey, homemade guacamole, diced tomatoes and sprouts. Rolled up in a veggie wrap. **\$6.68**

\_\_\_\_\_ **Poboy Box** with imported ham, hard salami, provolone cheese and lettuce on New Orleans French bread, potato chips, pickle spear and brownie. **\$5.87**

\_\_\_\_\_ **The Club Box** with imported ham and white turkey layered between three slices of wheat bread, bacon, cheddar and Swiss cheese, lettuce, tomato and salad dressing on the side. Potato chips, pickle spear and a brownie. **\$6.68**

**Payment Choice:**

\_\_\_\_\_ Check for the lunch amount payable to **Jason's Deli** 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** \_\_\_\_\_

