



1501 LEE HIGHWAY, SUITE 202 • ARLINGTON, VIRGINIA 22209-1109 TELEPHONE: (703) 841-9707 • FAX: (703) 524-3364 • www.nmapc.org

## Memorandum

**To:** Brent Booker Bob Hoover

Tim Driscoll Bob Bruce

Michael Pleasant Mike DeSimone

Scott Malley Dick Galis

Jerry Westerholm Tim Reddington

CC: Hank Howe

From: Daniel M. Hogan, Director of Labor Relations DMH

**Date:** May 8, 2012

Re: NMAPC Grievance Review Subcommittee Meeting – June 26, 2012

The next meeting of the **NMAPC Grievance Review Subcommittee** is scheduled for **Tuesday, June 26, 2012** at the NMAPC administrative office located at 1501 Lee Highway, Suite 202 in Arlington, Virginia 22209. The meeting will begin at **8:30 A.M.** and should conclude by mid-afternoon.

The NMAPC has reserved a block of sleeping rooms at the **Hyatt Arlington Hotel** located at 1325 Wilson Boulevard, Arlington, VA 22209 (703-525-1234). The room rate is \$215.10 per night, plus tax for single or double occupancy. Please indicate your arrival and departure dates when registering for the meeting. **All hotel reservations will be made by the NMAPC office**.

In addition, for those Committee members traveling from out-of-town a **dinner** is scheduled for Monday evening, June 26, 2012 at 6:00 P.M. Location to be determined.

If you have questions relative to the agenda, please contact me at (703) 841-9707 extension 119; for information regarding online registration contact Ms. Gwen Jackson at (703) 841-9707 extension 111.

DMH/gj