

Rick Scott
GOVERNOR



Jesse Panuccio
EXECUTIVE DIRECTOR

MEMORANDUM

DATE: August 21, 2014

TO: Regional Workforce Board Executive Directors

FROM: Lois A. Scott, Chief, Bureau of One-Stop and Program Support

SUBJECT: Trade Adjustment Assistance Statewide Program Training – Save the Date

The Department of Economic Opportunity (DEO) will host the Annual Statewide Program Training for local TAA Coordinators on November 18 – 21, 2014 in Tampa. The training will begin at 1:00 p.m. on the first day and conclude at 12:00 noon on the last day to allow for travel. This year, our CareerSource Tampa Bay Regional Workforce Board has agreed to provide space to accommodate our training needs.

Please save the date and note that additional information will be forthcoming regarding the agenda, suggested hotels and other necessary instructions. We request that where feasible, those staff who are designated to work directly with trade-affected workers be approved to attend. If the local TAA Coordinator is not available, staff serving as their back-up should represent your region.

If you have any questions or need additional information regarding this memorandum, please contact Mershal Noble at (850) 921-3317 or via email at Mershal.Noble@deo.myflorida.com.

LAS/omn

cc: Tom Clendenning
Anita Richardson
Erica Mott
Local TAA Coordinators

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