

# MEMO

**To:** Tom  
**From:** Eileen A. Sullivan  
**Subject:** enclosed materials  
**Date:** July 14, 2017

Hi Tom.

Enclosed please find a brief description of the presentation at COPA and our Open House. Like I said, it is *brief*. David has seen it. Please let me know if this is what you had in mind. If not, I can change/expand it.

Tracy has also enclosed some things for you (ticket, blue stub, some forms to sign.)

## FY 1996 report information gathering update

I checked with Jeremy for an update. He just received the materials he needs from the INS, so that is not ready yet. He has drafted some statutory language for the report but the Board has not yet seen it.

Let me know if there is anything I can do for Tuesday.

## FYI

By the time you receive this, I will probably be out of the office (I'm taking a half day and driving to NY) but if you have any questions you can leave me a voicemail.

Have a good weekend.