

TO: Distribution

FROM: T. G. Grumbles

DATE: May 30, 1991

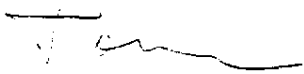
SUBJ: MEMO DATED MAY 28TH (ENVIRONMENTAL INFORMATION MEETINGS)

Interoffice
Communication

FGG: ~~JCL~~: ~~FGJ~~: ~~AC~~: ~~AJO~~: RF
XF: NONE

VISTA

In reference to the above mentioned memo, the meeting to be held on June 3 has been canceled. I will contact you later with a new date.


T. G. Grumbles

dlj
.227

Distribution: F. Jeanson, J. Ledvina, M. Thomas, L. Zimmerman, T.
Huffman

VVV 000006397

Interoffice
Communication

TO: Distribution

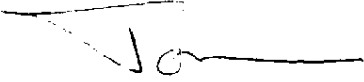
FROM: T. G. Grumbles
DATE: May 30, 1991
SUBJ: OT MEETING AGENDA

TGG: ~~JG~~ FGJ: AC: AJO: RF
XF: _____

VISTA

DATE: JUNE 3, 1991
TIME: 1:30-3:00 (NOTE TIME CHANGE)
PLACE: ROOM 8-082

- | | |
|--|------------|
| 1. Review Action Steps | TGG 2 min |
| 2. Review Any Revised Charts | MT 5 min |
| 3. Recognition | ALL 10 min |
| 4. Communication | ALL 30 min |
| 5. New Initiative Process - Decide Next Step
(Bring ideas on new initiatives to test
process with) | ALL 40 min |
| 6. Review Action Items | MT 2 min |
| 7. Set Next Meeting | ALL 1 min |


T. G. Grumbles

dlj

Distribution: R. D. Gamblin, T. Huffman, W. Hilgers, M. Thomas

VVV 000006398

Interoffice
Communication

TO: Distribution

FROM: T. G. Grumbles

DATE: May 28, 1991

SUBJ: ENVIRONMENTAL INFORMATION MEETINGS

TGG: ~~JCL: EBJ: AF~~ AJO: RF
XF: none

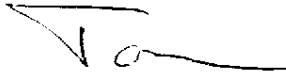
VISTA

This memo is to remind you of the schedule of meetings regarding our preparation of the environmental information files.

Monday, June 3, 10:00-11:00 a.m. - Meeting to discuss progress, scope and content questions on individual assignments.

Friday, June 14, 10:00-11:30 a.m. - Meeting to review work products and decide on next step (overhead production, maintenance, etc.)

Both meetings will be held in the environmental Conference Room 8-068.


T. G. Grumbles

dlj

Distribution: F. Jeanson, J. Ledvina, M. Thomas, L. Zimmerman, T. Huffman

VVV 000006399