



North Carolina Department of Health and Human Services Division of Social Services

325 North Salisbury Street • 2420 Mail Service Center
Raleigh, North Carolina 27699-2420
Courier # 56-20-25

Michael F. Easley, Governor
Carmen Hooker Odom, Secretary

Sherry S. Bradsher, Director
(919) 733-3055

January 10, 2007

RE: North Carolina Food Stamp Conference Announcement

Dear County Director of Social Services:

ATTENTION: Food Stamp Supervisors

We are pleased to announce that the Division of Social Services is planning a Food Stamp Program Conference to be held April 10-12, 2007, at the Sheraton Four Seasons in Greensboro, North Carolina. The conference will begin on Tuesday, April 10th, at 1:00 p.m. and adjourn on Thursday, April 12th, at 11:00 a.m. The conference will focus on payment accuracy, customer service, and program outreach. We also plan to include a workshop for county directors, program managers, and supervisors.

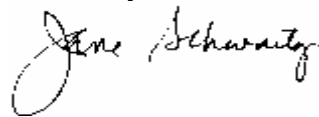
The State has identified funds to pay most of the expenses for the conference. Details are as follows:

- There is no registration fee.
- One hotel room for two nights will be provided **via direct billing** for counties located at least thirty-five miles from Greensboro.
- An additional hotel room for two nights will be provided **via direct billing** for a DSS Director or Assistant Director located at least thirty-five miles from Greensboro. We would like to see all DSS Directors in attendance at the conference.
- Each county will be limited to five staff members per day to attend the conference, including the Director or Assistant Director. The conference rate for additional rooms is \$117.00 (plus 13% sales tax) per night for one to four persons. **Please do not make hotel reservations until the conference group name is announced so the hotel can authorize the group rate.**
- The State will provide actual mileage reimbursement for one vehicle per county as well as mileage for the DSS Director or Assistant Director to attend. The State will be unable to reimburse for participant meals; however, a luncheon will be provided on Wednesday, April 11, 2007, and breakfast will be provided on Thursday, April 12, 2007.

While details have not been finalized, for planning purposes we are requesting a preliminary count of the number of individuals who plan to attend using the attached conference participant survey. The conference will accommodate approximately 450 to 500 participants.

Attached you will find the tentative agenda and participant survey. Please complete the survey and return to our office as soon as possible, but no later than January 31, 2007. If we can accommodate additional participants after the surveys are tallied, we will notify you of the availability to send additional staff to the conference. Your cooperation will assist us greatly with planning efforts. We are very excited about this conference, and we strongly encourage your county's participation. Should you have any questions or concerns, please contact David Locklear at (919) 733-7831.

Sincerely,

A handwritten signature in black ink that reads "Jane Schwartz". The signature is written in a cursive style with a large, looping initial "J".

Jane Schwartz, Chief
Economic Services Section

JS/dl
Attachments
FAEP-02-2007