



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

Pat McCrory  
Governor

Richard O. Brajer  
Secretary

**To: Dear County Director of Social Services:**

**Attention: Economic Services Administrators, Managers and Supervisors**

**Subject: Reports for Supervisors Webinar**

**Date: February 24, 2016**

The Operational Support Team has developed a Reports for Supervisors Webinar. This webinar provides an overview of where to locate reports in NC FAST, XPTR, FAST Help and the CSDW. In addition, it provides examples of basic skills utilizing Microsoft Excel to manage reports.

This webinar has been recorded and made available for county staff to review via the NC Fast Learning Gateway. If there are any questions, please submit questions to:  
[ost.policy.questions@dhhs.nc.gov](mailto:ost.policy.questions@dhhs.nc.gov).

Sincerely,

A handwritten signature in cursive script, appearing to read "Regina W. Bell".

Regina W. Bell  
Operational Support Team Manager

OST-11-2016

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