



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

Performance Management Section • 325 North Salisbury Street  
2415 Mail Service Center • Raleigh, North Carolina 27699-2415  
Courier # 56-20-25

Michael F. Easley, Governor  
Carmen Hooker Odom, Secretary

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

June 28, 2006

**RE: County Holiday Schedule**

Dear County Director of Social Services:

Please indicate on the attached sheet your county's holidays or days your agency will be closed for business from January 1, 2007 through December 31, 2007. This information is critical to ensure automated notices to recipients reflect the correct ten business days for the appeal period. Please fax or email the completed attachment to Alma Spencer at (919) 733-8938 or [Alma.Spencer@ncmail.net](mailto:Alma.Spencer@ncmail.net) by August 15, 2006.

In previous years, some counties were unable to comply within the requested time frame because holidays had not been approved by their county commissioners. If this is the case, please indicate by August 15, 2006, when this information will be made available. Also, for your convenience, the holiday schedule for the State Office is attached.

Thank you for your cooperation in this matter. If you have any questions, please contact Alma Spencer at (919) 733-8938.

Sincerely,

A handwritten signature in cursive script that reads "Robin Register".

Robin Register, Assistant Chief  
Performance Mgmt/Reporting &  
Evaluation Mgmt Section

RR:abs

**PM-REM-08-2006**  
Attachments