

Schedule for the Project Officer Conference Calls 2011

Date	Time	Region	Leader	Topic	Phone Number
Monday, July 18, 2011	1:00 p.m. EST	3	Tiana Blount		
Wednesday, August 24, 2011	2:30 p.m. EST	5	David Horak		
Monday, September 19, 2011	1:00 p.m. EST	7	Kathleen Fenton	Speaker: Martha Barber on Documentation and Recordkeeping	
Wednesday, October 26, 2011	2:30 p.m. EST		Open		
Monday, November 21, 2011	1:00 p.m. EST	9	Mike Bandrowski		
Wednesday, January 25, 2012	2:30 p.m. EST	10	Sally Hanft		
Monday, February 20, 2012	1:00 p.m. EST	1	Stacey Johnson		

- **Regions not yet committed to hosting a call: R2, R4, R6, R8**
- We will hold calls starting on July 18, 2011 on Monday at 1pm EST/3rd Monday of the month every other month; and
- The other months we will hold the calls on the fourth Wednesday of the month at 2:30 EST
- The calls will be sixty 60 minutes long.
- The format for the call will be: 20-30 minute issue topic presented; 15 minutes of open time for Questions from POs & 15 minutes for any necessary announcements.
- Sally Hanft will schedule the regional CARE PO Calls and the necessary conference call line - just confirm the date of your call.
- We will hold calls starting on July 18, 2011 on Monday at 1pm EST