**MEMORANDUM**

TO: Sheriffs’ Executive Management Institute Board Members

Sheriff Newell Normand, Chairman

Sheriff Jeff Wiley

Sheriff Steve Prator

Sheriff Greg Champagne

Justice Marcus Clark

FROM: Michael Ranatza, Executive Director

DATE: June 30, 2015

This memo is to advise you that our next meeting of the Louisiana Sheriffs’ Executive Management Institute will take place on Tuesday, July 21, 2015 at 8:30 A.M.

The meeting is scheduled to be at the following location:

**Louisiana Sheriffs’ Association**

**Summer Conference**

**Shreveport Hilton**

**104 Market Street**

**Shreveport, Louisiana 71101**

We look forward to seeing you there.