**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: April 6, 2016

This memo is to advise you that our next meeting of the Louisiana Sheriffs’ Executive Management Institute will take place on April 20, 2016 at 7:30 A.M.

The meeting is scheduled to be at the following location:

**Louisiana Sheriffs’ Association**

**1175 Nicholson Drive**

**Baton Rouge, Louisiana 70802**

We look forward to seeing you there.