

From: Cooke, Michelle
Sent: 6/22/2012 8:30:50 PM
To: Doll, Laura (/O=PG&E/OU=CORPORATE/CN=RECIPIENTS/CN=LRDD)
Cc:
Bcc:
Subject: RE: Security at Safety Leadership Conference

Also, since we will have the metal detector running, let me know if there is anyone on the PG&E side that needs special screening since I know various people that can't go through metal detectors for medical reasons...Also if any of your attendees are wheelchair users, please let me know so I can incorporate that into my planning on the seating side, I'm heavy into the logistics as you can see ☺

Thanks Laura!

Michelle

From: Cooke, Michelle
Sent: Friday, June 22, 2012 7:47 PM
To: Doll, Laura
Subject: Security at Safety Leadership Conference

Laura- would you let the PG&E Board Members and Leadership know to allow a bit of extra time for coming to the Safety Leadership Conference Tuesday because we will have the metal detector running like we do for Commission meetings. We will have both CHP and Building Security. Building access will be available starting at 8am and I am arranging for Hearing Room A to be open at that same time for people to gather in while we finish the setup of the Auditorium. I anticipate that the Auditorium doors will open at 8:45am.

I will be reserving the front and side seats for the attendees that are invited (i.e., the RSVP'd guests that get name tags) and then the rest of us riff raff can sit elsewhere...(Me I'll be passed out in the back...)

Let me know if you have any questions.

Thanks.

Michelle Cooke, Director

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