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December 15, 2016

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TO: Appropriate Staff

FROM: Ellen L. Yasinski
Associate Director, House Operations & Governance

SUBJECT: Actions Taken by the House of Delegates—October 22-23, 2016

Attached is a summary of the actions taken by the House of Delegates during its meeting on October 22-23, 2016.

STAFF PERSONS ASSIGNED TO IMPLEMENT THE ATTACHED ACTIONS ARE EXPECTED TO DISCHARGE THEIR RESPONSIBILITIES WITHOUT FURTHER NOTICE.

Any team leaders who have questions regarding additional staff members who may need to be involved in the implementation process should contact a member of the Senior Team.

Everyone is responsible for scrutinizing the resolutions and the reference committee reports in order to properly implement the actions referred to in them. If need be, please feel free to consult with me to verify annotations to the reference committee reports.

Thank you.

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Attachment

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