

**FW: MHN Workshop Confirmation / Materials LACCD - Pierce College 3/25/2016
(TR - 19281)**

Doyle, Mofe

Sent: Thursday, April 27, 2017 5:37 PM**To:** Kraus, Larry

-----Original Message-----

From: Schleicher, Rolf

Sent: Thursday, March 17, 2016 9:46 AM

To: Rohbani, Shahrzad P. <RohbanSP@piercecollege.edu>

Cc: Doyle, Mofe <DoyleM@piercecollege.edu>; Henderson, Mark E <HenderME@piercecollege.edu>

Subject: FW: MHN Workshop Confirmation / Materials LACCD - Pierce College 3/25/2016 (TR - 19281)

Hi Sherri,

Please forward this mandatory training date via Outlook meeting notice to all IT employees so that they can adjust their schedules accordingly. Mark had already sent out an earlier announcement notice to the staff on Thursday, 3/3/2016 at 11:42 AM. Questions regarding attendance are to be directed to Mark versus my office.

-----Original Message-----

From: Randi.J.Handy@mhn.com [<mailto:Randi.J.Handy@mhn.com>]

Sent: Monday, March 14, 2016 5:00 PM

To: Doyle, Mofe <DoyleM@piercecollege.edu>

Cc: Schleicher, Rolf <SchleiR@piercecollege.edu>

Subject: MHN Workshop Confirmation / Materials LACCD - Pierce College 3/25/2016 (TR - 19281)

Good Afternoon Mofe and Rolf,

I have your following workshop confirmed for:

Client: LACCD - Pierce College

Location: Pierce College, 6201 Winnetka Ave., Conference Room # 2171 -
College Services Building, Woodland Hills, CA 91371Contact: Mofe Doyle / Rolf Schleicher Phone:
818-710-2553 / (818) 710-4142

Trainer: Mark Mitchell Phone: 310-822-7979

Topic: Creating a Respectful Work Environment

Date: 3/25/2016 Time: 10:00am - 12:00pm

*Client will supply copies of participant handout, evaluation form & sign in sheet.

Thank you,

Randi J Handy

EAP Training Account Coordinator, 7006-Commercial Client Service

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