



## WORKFORCE DEVELOPMENT COUNCIL

317 West Main Street, Boise, Idaho 83735-0510

### NOTICE OF MEETING

**Date:** Wednesday, October 5, 2011  
**Time:** 9 a.m. - 4 p.m.  
**Location:** Boise Centre, Downtown Boise  
(walking distance from the Grove Hotel)  
850 Front Street, Boise, ID 83702

#### Hotel Accommodations:

The Grove Hotel, Downtown Boise

➤ For room reservations call 1-888-961-5000.

➤ Driving Directions:

**From 1-84 & Airport:** Take the Vista / Airport exit. Go north on Vista to Capitol Boulevard, and turn left on Capitol Boulevard after approximately one mile. The hotel is located on the left-hand side of Capitol Boulevard (just three blocks south of the Capitol Building) at the corner of Front Street and Capitol Boulevard.

➤ [Click here for map and directions](#)

➤ Request Room Block:

#### **Workforce Development Council**

Group Rate \$77 single/double

(Hotel will direct bill the Department of Labor)

Please reserve your room prior to **September 20, 2011**.

➤ Complimentary shuttle service to and from the airport.

#### **Airline Reservations:**

Please arrange for your flights as soon as possible. If you need assistance, contact Pat.

#### **Reimbursement for Members:**

Report authorized expenses on travel form provided. (See *Workforce Development Council Manual*).

**For information on logistics:** Please contact: Pat Nelson, Idaho Department of Labor, phone (208) 332-3570 ext. 3228 or e-mail [pat.nelson@labor.idaho.gov](mailto:pat.nelson@labor.idaho.gov).

**About the Workforce Development Council:** Please contact: Cheryl Brush, Workforce Policy, Idaho Department of Labor, phone (208) 332-3570 ext. 3312 or e-mail [Cheryl.brush@labor.idaho.gov](mailto:Cheryl.brush@labor.idaho.gov).

**About the Workforce Development Training Fund:** Please contact: Leandra Burns, Business Services, Idaho Department of Labor, phone (208) 332-3570 ext. 3327 or e-mail [Leandra.burns@labor.idaho.gov](mailto:Leandra.burns@labor.idaho.gov).

*Special Accommodations for Persons with Disabilities: If you have any special needs that we can address, please notify Pat Nelson no later than 7 days in advance. Thank you.*

**Please respond to this email to R.S.V.P.**