

MEMORANDUM

TO: Chair Timothy S. Keen
Vice Chair Robert Blair

FROM: David M. Chovan
Interim Executive Director

DATE: September 16, 2015

RE: **NOTICE OF MEETING**

There is a meeting scheduled for the Ohio Facilities Construction Commission on **Thursday October 22, 2015 at 2:30 PM in the William McKinley Room (formerly Room 121).**

You will be promptly notified of any changes that may occur.

cc: Press Room
Other Interested Parties