

COUNCIL OF THE DISTRICT OF COLUMBIA
OFFICE OF COUNCILMEMBER KENYAN MCDUFFIE, WARD 5
MEMORANDUM

2018 MAY 21 PM 5:17
OFFICE OF THE
SECRETARY

TO: Nyasha Smith, Office of the Secretary
FROM: Kenyan R. McDuffie, Councilmember
RE: Notification of leave of absence and staff designee
DATE: May 21, 2018



This is to inform you that Demetris Cheatham will be taking a partial leave of absence from the office beginning May 21, 2019 and ending June 22, 2018. During this time, she will only work one day per week on the following days: May 29, June 4 and June 11.

Additionally, Mrs. Cheatham will be my one designee pursuant to D.C. Official Code § 1-1171.02(b), on the days she is on leave. If you have any questions or require additional information, please do not hesitate to contact me.

Thank you,



Kenyan R. McDuffie

cc: Demetris Cheatham



5-21-18