

**To:** [REDACTED]  
**From:** Lesley Groff

**Subject:** Alert - Natasha away from March 30-April 10, in office April 11th..use Kathy Herauf (put her name in header on Mon, Tues, Fri, Sat. Sun -she doesnt work WEd. Thur)

March 30, 2018 7:30 AM : Natasha away from March 30-April 10, in office April 11th..use Kathy Herauf (put her name in header on Mon, Tues, Fri, Sat. Sun -she doesnt work WEd. Thur)