



**COUNCIL OF THE DISTRICT OF COLUMBIA
OFFICE OF THE SECRETARY**

MEMORANDUM

To: Members and Staff
From: Nyasha Smith
Date: December 19, 2022
Subject: Notice of an Administrative Meeting and Public Access

Notice of Administrative Meeting

The Chairman has called an Administrative Meeting on **Wednesday, December 21st at 1:30 p.m. in the Chairman's Conference Room of the John A. Wilson Building**. This meeting will be an in-person meeting; it will not be broadcast or recorded.

Agenda

The following item will be discussed:

1. CP 25 proposed committee structure, committee chairmanship and committee membership.

Access to the Meeting

This meeting will be convened in person however the public may participate virtually on Zoom. This meeting will not be broadcast or recorded. Please find access information below:

- Watch live via Zoom Webinar - Register in advance for this webinar by [clicking here](#).
- Both audio and video options are available.
- After registering, you will receive a confirmation email containing information about joining the webinar.
- *To ensure adequate security safeguards, this meeting will be locked near the beginning after a quorum is determined.*
- The meeting will also be broadcast on Chairman Mendelson's Facebook, Twitter, and his live page at www.chairmanmendelson.com/live.