

# MEMORANDUM

January 30, 2023

To: Greg Higginbotham, Madison County Administrator  
From: Mendal Kemp, <sup>M Kemp</sup> County Veterans Service Officer (CVSO)  
Casey Davis, <sup>CDavis</sup> Assistant CVSO  
Subject: 2023 County Veterans Service Officer Training  
American Legion Post 69, Columbus, MS  
March 21-24, 2023

The Mississippi Veteran Affairs (MSVA) is providing two training courses this year for County Veterans Service Officers. Attendance at one of these training sessions per year is required to maintain Accreditation/Certification. Casey Davis can attend the training in March, and I can attend the training in November. Estimated cost for one person to attend the required training is within our 2023 approved budget. Estimated cost is as follows:

Hotel- \$400.00 (\$100 x 4 nights)

Meals- \$184.00 (\$46.00 x 4 days)

Mileage- \$187.50 (300 miles x 0.625 per mile)

Total cost is \$771.50. Your approval is greatly appreciated.



# Mississippi VA

CVSO Training

March 21-24, 2023

American Legion Post 69

308 Chubby Dr., Columbus MS.

Mississippi Veterans Affairs is pleased to announce that our Spring Training Conference will be held at the American Legion Post 69 in Columbus MS. March 21-24. Registration will begin at 7:30a.m. Tuesday March 21.

Name: Casey Davis

County: Madison

Are you Accredited with MSVA? \_\_\_yes no

I have attached a list of area hotels for you to use for reservations.

There will be an agenda forthcoming once some presenters are confirmed.

Please RSVP with your registration form no later than Thursday, February 16, 2023

Sincerely,

Brin Jones

Claims Director

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