

DEPARTMENT OF SOCIAL SERVICES

CHILDREN'S DIVISION

P. O. BOX 88

JEFFERSON CITY, MISSOURI

March 12, 2004

M E M O R A N D U M

TO: REGIONAL EXECUTIVE STAFF, CIRCUIT MANAGERS, AND
CHILDREN'S SERVICES STAFF

FROM: FREDERIC M. SIMMENS, DIRECTOR

SUBJECT: GREENE COUNTY ADOPTION OPEN HOUSE

REFERENCE: CHILDREN'S SERVICES

DISCUSSION:

The purpose of this memorandum is to announce an Open House/Profile Party hosted by the Greene County Children's Division. You and your prospective adoptive parents are invited to participate in this event, which is to be held on March 25, 2004, from 5:30 – 8:30 p.m. at the Cooper Estates Clubhouse, located at 1311 Cooper Blvd., Springfield, MO 65802. Directions: Hwy. 65 to Division Street, turn East onto Division. Turn South onto Eastgate (outer road). The entrance to Cooper Estates is located at 1100 N. Eastgate.

This is an excellent opportunity for your prospective adoptive parents to view profiles of waiting children throughout Missouri. Adoption Specialists are encouraged to invite any prospective adoptive parents who might wish to attend.

Counties are welcome and encouraged to attend and bring profiles of waiting children. For more information, or if you plan to participate in this recruitment opportunity, please contact Melissa Young at (417) 895-6176 or Christine Nemeti at (417) 895-5896.

Necessary Action:

1. Share this information with all Children's Division Staff.
2. Share the information about this event with prospective adoptive families.
3. Contact Melissa Young or Christine Nemeti if you wish to participate in this event by attending and sharing profiles of available children.

FMS/JN:js