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**From:** Nicoli, David  
**Sent:** Friday, January 18, 2002 8:33 AM  
**To:** Borelli, Thomas; Hough, Melissa  
**Cc:** Matzkin, Nancy; Pfeil, Michael E.  
**Subject:** Nicole Kendell--start date

2085276624A

Mike Pfeil and I have agreed on a start date for Nicole of Feb 22. She can attend our SSR off-site on Jan 25, but will be working full-time for Greg still through the 21st.

Mike has said that as February rolls on, he will let us know if Nicole has any time in a given day or days to do some transition work w/us.

Tom/Melissa--pls handle everything necessary to make this happen by the 22nd.

Mike, thanks so much for being such a great people manager and giving Nicole this opportunity to advance.