

December 22, 2023

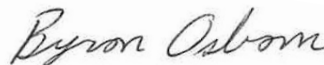
Angela Helm
Department of Corrections
P.O. Box 30003
Lansing, MI 48909

Dear Mrs. Helm,

Pursuant to Director's Office Memorandum 2023-15, Assign and Transfer for Security Unit Employees, the Closer to Home Transfer category will be awarded after seniority transfers, but before all other transfer requests. Up to 40 transfers per calendar year will be approved for employees seeking an assignment to a facility within a 40-mile radius of their home. In accordance with this language, MCO submits the following names for transfer in 2024.

FIRST NAME	LAST NAME	CURRENT	DESIRED	NOTES
Richard	Tank	DRF	STF/SLF	
John	Morrill	DRF	STF/SLF	
Drew	Freed	DRF	TCF	
Samuel	Ottenwess	DRF	ICF	
Matthew	Merrill	IBC	SLF/STF	Prefer SLF but would go to STF No prisons within 40 miles of home
Theodore	Lichota	JCF	SRF	No prisons within 40 miles of home
Jennifer	Reed	LMF	NCF	
Anthony	Johnson	MRF	WHV	
Ta'Sean	Woods	RGC	MRF	
Ryan	Hannah	RGC	ARF	
Shawn	Graham	SRF	WCC	
Jennifer	McNeely	STF	SRF	
Raymond	McNeely	STF	SRF	
Jacob	Beckwith	STF	SRF	
Seth	VanLuven	URF	NCF	
Noreta	Simmons	WHV	TCF	
Lashawna	Duncan	WHV	TCF	

Sincerely,



Byron Osborn
President