



# Board of County Commissioners Agenda Request

2F  
Agenda Item #

**Requested Meeting Date:** April 25, 2017

**Title of Item:** Accept Resignation - Community Corrections Director

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
<b>Submitted by:</b> Jessica Seibert		<b>Department:</b> Administration
<b>Presenter (Name and Title):</b>		<b>Estimated Time Needed:</b>
<b>Summary of Issue:</b>  Please see attached.		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b> Accept resignation.		
<b>Financial Impact:</b> Is there a cost associated with this request? <input type="checkbox"/> Yes <input type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

Elizabeth M. DeRuyck, M.B.A.

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04/14/2017

Jessica Seibert

217 2<sup>nd</sup> St NW, RM 134

Aitkin, MN 56431

Jessica,

Please accept this letter as notification that I am leaving my position of Community Corrections Director with Aitkin County effective May 12, 2017.

I appreciate the opportunities I have been given at Aitkin County and the professional guidance and support I have been offered throughout my career in corrections serving the county. I am hopeful the positive momentum will continue to develop within my department as you move forward with new leadership.

Please accept this message as formal notification of my resignation. If I can be of assistance during this transition, please let me know.

Sincerely,



Elizabeth DeRuyck